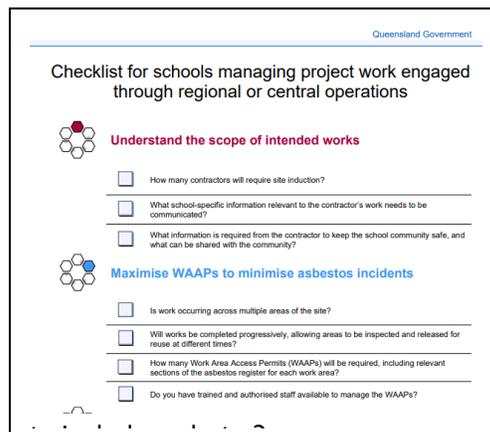


# Safety Alert – managing project work ISD 2026

In 2025, several dangerous asbestos-related incidents occurred in schools due to contractor works arranged by non-school personnel such as central office, regional office and QBuild.

Incident investigations identified that clear communication, reporting and escalation arrangements between the contractor and the school were not established at the outset of the project. As a result, when changes to scope or schedule occurred, school personnel were not informed in a timely manner. This limited their ability to appropriately identify, assess and manage risks to staff, students and the broader school community.



Queensland Government

Checklist for schools managing project work engaged through regional or central operations

**Understand the scope of intended works**

- How many contractors will require site induction?
- What school-specific information relevant to the contractor's work needs to be communicated?
- What information is required from the contractor to keep the school community safe, and what can be shared with the community?

**Maximise WAAPs to minimise asbestos incidents**

- Is work occurring across multiple areas of the site?
- Will works be completed progressively, allowing areas to be inspected and released for reuse at different times?
- How many Work Area Access Permits (WAAPs) will be required, including relevant sections of the asbestos register for each work area?
- Do you have trained and authorised staff available to manage the WAAPs?

## How can risks be managed?

Effective planning, clear communication and defined reporting arrangements are critical to managing health and safety risks and are fundamental elements of good contractor management. Establishing clear expectations at the commencement of works supports safer outcomes, clearer accountability and smoother project delivery.

A checklist has been developed to support the management of contractor works arranged by others (and may also be used for works arranged directly by the school). Schools are strongly encouraged to use the checklist to ensure risks to their community are effectively identified, communicated and managed throughout the duration of contractor works.

Being prepared for these situations is essential to prevent contractor-related health and safety incidents and minimise disruption to school operations.

## Further information

- Search on OnePortal for the *Checklist for schools managing project work engaged through regional or central operations*
- Useful resources are available on the [Asbestos and work management](#) webpage
- Health, safety and wellbeing management system leadership manual
- For further advice contact [infrastructure.safety@qed.qld.gov.au](mailto:infrastructure.safety@qed.qld.gov.au)