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INSTRUCTIONS FOR ASBESTOS REMOVAL LICENCE APPLICANTS

Asbestos removal licensee criteria

Asbestos removal licences can be granted to private individuals, self-employed persons, limited companies, cooperatives and public bodies.

Asbestos removal licences can be granted to natural persons who

1. are at least 18 years of age,
2. are not bankrupt or of limited legal capacity and who do not have a court-appointed legal guardian,
3. are not subject to a permanent or temporary ban on business operations,
4. have access to the kind of equipment and tools needed to safely perform the kinds of asbestos removal works that require a licence as well as facilities where such equipment and tools can be serviced, and
5. have not previously committed such breaches of occupational safety regulations that would render them manifestly unfit to perform the kinds of works that require a licence.

Businesses can be licensed to perform asbestos removal works provided that their executives satisfy the aforementioned requirements and the business has access to the kind of ventilation equipment needed for asbestos removal works as well as facilities where such equipment can be serviced.

Instructions for filling in the asbestos removal licence application form

The asbestos removal licence application form can be found at www.tyosuojelu.fi.

1. Applicant's contact details

Please fill in your contact information.

2. Personal details of the company's executives

Please enclose a list of the company's executives.

The list must show the name and personal identification number of each executive.

The licensing authority will use the information to check that none of the company's executives have had their legal capacity limited, that they have no court-appointed legal guardian, that they have not been declared bankrupt and that they are not subject to a business ban. The company must also not be in liquidation.

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3. Ventilation equipment for asbestos removal works

Applicants are required to have at their disposal at least the following types of ventilation equipment for performing asbestos removal works inside an enclosure, including instructions for the safe operation of the same:

- a negative pressure unit,
- a dust extraction arm and a filter,
- a vacuum cleaner for clothing, and
- a differential pressure meter capable of storing data and sounding alarms.

Please include the product names of the equipment in your application.

Should you not be in possession of the required equipment, please enclose evidence of an outsourcing agreement that you have in place instead.

4. Maintenance enclosure

Please specify whether or not you have an in-house maintenance enclosure and, if you do, the address where it is located.

All applicants must have access to a maintenance enclosure. The maintenance enclosure must be a separate room that can be ventilated so as to prevent dust from spreading to surrounding areas.

The maintenance enclosure must include the following ventilation equipment:

- a negative pressure unit,
- a dust extraction arm, and
- a vacuum cleaner for clothing.

The dust extraction arm and the vacuum cleaner for clothing can share a duct system.

Please enclose a drawing showing the layout of your maintenance enclosure, including

- the three-stage airlock,
- the product names and locations of ventilation equipment,
- water supplies and drains, and
- bin and coat rack.

Please also provide descriptions of

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- the floor and wall finishes inside the enclosure,
- the structure of the airlock walls and doors, and
- the heating system inside the enclosure.

Should you not have an in-house maintenance enclosure, please enclose evidence of an outsourcing agreement that you have in place instead.

5. Consent to the publication of contact information

Applicants must confirm their consent to the licensing authority's including their contact information in the [register of persons qualified to perform asbestos removal works](#), which can be accessed via the occupational safety and health administration's public website.

The information that will be available to be public includes your company's

- business ID,
- name,
- registered office,
- e-mail address, and
- website address.

The licensing authority also keeps a register of asbestos removal licenses for occupational safety and health enforcement purposes, which contains the name or business name of each licensee, their contact details, business ID, registered office, registration number and the date on which the licence was granted, its period of validity and expiry date.

Submitting your asbestos removal licence application

The authority responsible for granting asbestos removal licences is the Division of Occupational Safety and Health of the Regional State Administrative Agency for Western and Inland Finland. Licence applications can be submitted by post to

Regional State Administrative Agency for Western and Inland Finland
Division of Occupational Safety and Health
PO Box 272
33101 TAMPERE

FINLAND

or by e-mail to tyosuojelu.lansi@avi.fi.

Occupational safety and health inspection

Prior to granting an asbestos removal licence, the Regional State Administrative Agency's Division of Occupational Safety and Health carries out an occupational safety and health inspection in order to check that the applicant has

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access to the kind of ventilation equipment needed for asbestos removal works as well as facilities where such equipment can be serviced.

Periods of validity and scope of asbestos removal licences

New operators are usually first granted a temporary licence for a period of three years.

Applicants seeking to renew their licence must satisfy the same criteria as when they were granted their first licence.

Prior to renewing a licence, the licensing authority evaluates whether or not the terms of the licence have been satisfied on the basis of data collected in the course of enforcement. Businesses that are proven to have complied with the terms of their licence can be granted a permanent licence.

As long as an application for a renewal reaches the licensing authority at least one month before the previous licence is due to expire, the operator can continue to perform asbestos removal works on the basis of the previous licence until a decision has been made on their new application.

Asbestos removal licences are valid across the country.

Cost of an asbestos removal licence

The licensing authority charges a fee of EUR 840 for processing each application.
(Finnish Government Decree No 201/2022 on Fees Charged by Regional State Administrative Agencies in 2022)