

Document Type:	Regulation
Number:	6.01b
Effective:	08-21-13
Revised:	02-18-16 07-02-18
Legal References:	IGSHS 350, 29 CFR 1910.1001

ASBESTOS

I. Introduction

This regulation will establish an Asbestos Management Program to safely manage asbestos-containing material (ACM) that employees may encounter. Intact and undisturbed ACM does not pose a health risk. The mere presence of asbestos in a building does not mean that the health of building occupants is endangered. ACM that is in good condition, and is not somehow damaged or disturbed, is not likely to release asbestos fibers into the air. Asbestos materials can become hazardous when, due to damage, disturbance, or deterioration over time, they release fibers into the air. When ACM is damaged or disturbed elevated airborne asbestos concentrations can create a potential hazard for workers and other building occupants.

The purpose of this regulation is to minimize or eliminate asbestos exposure. This regulation applies to all City employees who perform work involving building maintenance, construction, utility pipes, cleaning, and general operations. Fire personnel shall refer to their internal procedures for handling asbestos.

II. General Requirements

Prior to removing or disturbing materials within a facility, each department shall identify if their facilities are constructed with Asbestos-Containing Material (ACM) or any material that is presumed to contain asbestos (PACM).

To do this departments may use asbestos sampling records maintained by Public Works Environmental, manufacturer's information, laboratory analysis of bulk samples, or records indicating the age and composition of building materials. In addition, Public Works Environmental is available upon request to assist departments with sampling ACM.

Employees shall immediately contact Public Works Environmental and Risk and Safety Services after any accidental, suspected, or known asbestos release episode. This may include presence of debris on the floor, water or physical damage to ACM, or any other evidence of possible fiber release.

Renovation or demolition (including partial demolition) of buildings shall not be performed by employees until it can be positively determined that no ACM are present in the building or until asbestos abatement (intentional removal) is completed. Departments shall contract with appropriate vendors or contractors to perform asbestos abatement.

Project managers who oversee asbestos abatement projects for City property shall ensure all contracted asbestos abatement work complies with the appropriate Federal and State Regulations and City Code. They shall also ensure that the appropriate demolition permits and EPA notification forms have been completed.

Employees of the City shall only perform minor repair and maintenance operations of ACM that is likely to be disturbed. Examples of this type of work include, but are not limited to patching thermal insulation, resealing asbestos flooring (with non-abrasive methods), or cleaning the surfaces of asbestos material using non-abrasive methods. If the scope of work will be more than a minor repair and maintenance to ACM, the department shall request consultation from Risk and Safety Services and Public Works Environmental to determine what additional controls and precautions are necessary. No employee may perform asbestos abatement of any type.

If a department suspects a facility may contain ACM:

- A. Supervisors or their designee shall coordinate with Risk and Safety Services for the necessary training;
- B. Employees shall notify their Supervisors prior to disturbing any ACM; and
- C. Supervisors or their designee shall contact Public Works Environmental and complete the necessary forms prior to disturbing any ACM.

III. Training Requirements

Employees who perform repair and maintenance operations where ACM or PACM is present shall participate in training prior to performing duties with potential exposure.

- A. Maintenance and Custodial Work – Facility employees who may perform maintenance and custodial work where they may come in contact with but will not disturb ACM or PACM shall participate in a 2-hour Asbestos Awareness Training on an annual basis. Examples of this type of work include painting over asbestos-containing wallboard, or cleaning asbestos-containing floor tile.
- B. Repair Work – Facility employees who may perform repair work on ACM or PACM shall participate in initial 16-hour training on Asbestos and a 2-hour refresher class on an annual basis. Examples of this type of work include any intentional cutting, breaking, scraping, drilling or sanding of ACM or PACM. Supervisors shall notify and consult with Risk and Safety Services if they will have employees performing repair work on ACM or PACM to ensure that they have been provided other necessary training and personal protective equipment (i.e. Respiratory Protection).
- C. Exterior work on Non-friable ACM (8-Hour NESHAP Training)
Training requirements for certain work practices performed outside of buildings such as roofing repair and pipe repair/replacement differ from those required for work done inside buildings. Completion of the 8-hour NESHAP training is adequate for working with non-friable asbestos cement pipe and non-friable roofing materials if a valid Negative Exposure Assessment (NEA) has been completed and exposure is shown to be below applicable limits. The 8-hr NESHAP training must be taken every two years and the NEA is required to be validated annually.

Training for employees can be coordinated through Risk and Safety Services.

IV. Warning Signs

Departments shall install signs which warn others of the presence of ACM or PACM at a particular location or in the area where ACM is located so long as installation does not disturb the ACM.

V. Personal Protective Equipment and Required Work Procedures

All employees shall wear appropriate personal protective equipment (PPE) when cleaning, repairing or maintaining any ACM. Supervisors shall verify with Risk and Safety Services the PPE provided is adequate for the work being performed.

Any employee performing cleaning, repair or maintenance of AMC or PACM shall:

- A. Use vacuum cleaners with HEPA filters to collect asbestos-containing debris and dust;
- B. Use wet methods or wetting agents during all maintenance and cleanup procedures (unless infeasible or creates a greater hazard);
- C. Promptly clean-up and dispose of wastes and debris contaminated with asbestos in leak-tight containers;
- D. Not perform dry sweeping, dusting, shoveling or normal vacuuming of ACM material, debris, waste, or dust;
- E. Not use compressed air to clean surfaces contaminated with ACM unless it is used with a HEPA ventilation system that can capture the dust cloud; and
- F. Not sand ACM flooring material.