

Weber State University

Asbestos Management Program



WEBER STATE UNIVERSITY
Environmental Health & Safety

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INTRODUCTION

Asbestos is a health hazard to humans when it becomes airborne during cutting, sawing, sanding, drilling, and demolition of materials that contain asbestos. Asbestos has been identified in several University buildings during the asbestos survey and inspection process. The University is committed to the health and safety of the entire campus community that includes staff, students and visitors. The asbestos program is designed to protect the campus community from potential asbestos hazards and to ensure that asbestos-containing materials (ACM'S) are maintained, removed, and handled in compliance with state and local asbestos regulations.

Asbestos was used in numerous building materials until about 1978, and these building materials have a limited life span, and they deteriorate due to age, gravity, moisture, and impact. The University will maintain asbestos-containing materials until they are removed prior to renovation and demolition projects. Asbestos-containing materials that become damaged or deteriorated will be either repaired or removed. All asbestos-containing materials must eventually be removed from a building before the building is demolished.

SCOPE

This program will apply to all University owned, rented, or leased buildings and all campus employees, and the public. The asbestos abatement projects conducted by contractors at the University will be coordinated and managed under this program and the contractors will be required to comply with all applicable regulations. This program covers all aspects of training, asbestos inspection, maintenance, labeling, repair, emergency response, and removal of asbestos-containing materials in University buildings.

DEFINITIONS

- **Abatement** Work that removes the physical removal of asbestos. Work must be performed by trained personnel under the supervision of a competent person as defined by the EPA.
- **Aggressive method** Removal or disturbance of building material by sanding, abrading, grinding or other method that breaks, crumbles, or disintegrates intact ACM.
- **Asbestos** A natural material made up of tiny fibers including chrysotile, amosite, crocidolite, tremolite, anthophyllite, and actinolite asbestos, and any of these minerals that have been chemically treated and/or altered.
- **Asbestos-containing material (ACM)**, Any material containing more than one percent asbestos, or is assumed to be in the absence of testing (PACM).
- **Class I asbestos work** Activities involving the removal of thermal system insulation and surfacing ACM and PACM.
- **Class II asbestos work** Activities involving the removal of ACM which is not thermal system insulation or surfacing material. This includes, but is not limited to, the removal of asbestos-containing wallboard, floor tile and sheeting, roofing and siding shingles, and construction mastics.
- **Class III asbestos work** Repair and maintenance operations, where ACM, including TSI and surfacing ACM and PACM, is likely to be disturbed.
- **Class IV asbestos work** Maintenance and custodial activities during which employees contact but do not disturb ACM or PACM and activities to clean up dust, waste and debris resulting from Class I, II, and III activities.

- **Control Measure** A measure used to control the generation of airborne asbestos fibers until a permanent solution can be implemented. These measures can include encapsulation, repair, encasement, and enclosure.
- **Decontamination area** An enclosed area adjacent and connected to the regulated area and consisting of an equipment room, shower area, and clean room, which is used for the decontamination of workers, materials, and equipment that are contaminated with asbestos.
- **Delamination** Physical separation of one layer from another.
- **Demolition** The wrecking or taking out of any load-supporting structural member and any related razing, removing, or stripping of asbestos products.
- **Disturbance** Activities that disrupt the matrix of ACM or PACM, crumbles or pulverizes ACM or PACM, or generates visible debris from ACM or PACM.
- **Employee Exposure** Exposure to airborne asbestos that would occur if the employee were not using respiratory protective equipment.
- **Encapsulation** The application of a sealant over the surface of the asbestos containing material to prevent the release of asbestos fibers.
- **Enclosure** An airtight, impermeable, barrier around an ACM designed to prevent the release of asbestos fibers into the air.
- **Friable** Material which when dry is capable of being crumbled, pulverized or reduced to powder by hand pressure and therefore likely to emit fibers.
- **Glovebag** An impervious plastic bag-like enclosure not more than a 60 x 60-inch that affixes around an asbestos-containing material, with glove-like appendages through which material and tools may be handled.
- **High-Efficiency Particulate Air (HEPA)** A filter capable of trapping and retaining at least 99.97 percent of all mono-dispersed particles of 0.3 micrometers in diameter.
- **Intact** The ACM has not crumbled, been pulverized, or otherwise deteriorated so that the asbestos is no longer likely to be bound with its matrix.
- **Negative Exposure Assessment (NEA)** A demonstration by the employer that the employee exposure during an operation is expected to be consistently below the PELs.
- **Permissible Exposure Limit (PEL)** The highest allowable level of exposure to airborne asbestos at 0.1 fibers per cubic centimeter of air averaged over an eight-hour period i.e. Time Weighted Average (TWA)
- **Personal Protective Equipment (PPE)** Any material or device worn to protect a worker from exposure to, or contact with, any harmful material or force.
- **Presumed Asbestos Containing Material (PACM)** Thermal System Insulation (TSI) and surfacing material found in buildings constructed no later than 1980. All materials meeting this definition **must** be presumed to be Asbestos containing and handled as such unless analytical testing proves otherwise.
- **Regulated area** An area established by the employer to demarcate areas where airborne concentrations of asbestos exceed, or there is a reasonable possibility, they may exceed the permissible exposure limit.
- **Removal** Operations where ACM and/or PACM is taken out or stripped from structures or substrates, and includes demolition operations.
- **Renovation** Modifying of any existing structure, or portion thereof.
- **Respiratory Protection** A device worn to either purify the air, or that provides clean air from another source to the wearer.
- **Surfacing material** Material that is sprayed, troweled-on or otherwise applied to surfaces (such as acoustical plaster on ceilings and fireproofing materials on structural members, or other materials on surfaces for acoustical, fireproofing, and other purposes).
- **Thermal system insulation (TSI)** Material applied to pipes, fittings, boilers, breeching, tanks, ducts or other structural components to prevent heat loss or gain.
- **Time-Weighted Average (TWA)** Refers to the average air concentration of contaminants during a particular sampling period (typically 8 hours).

ROLES AND RESPONSIBILITIES

Campus Departments

- Responsible for contacting the Asbestos Program Manager (APM) during the planning process to evaluate projects that will impact building materials so that APM can review records and collect samples as needed to characterize the materials to be impacted
- Responsible for the expense associated with asbestos inspection, removal, and associated air monitoring

Contractors

- Follow all provisions of the applicable regulations governing asbestos operations and project-specific asbestos abatement specifications
- Use only individuals currently accredited as Asbestos Workers or Asbestos Contractor/Supervisors by Utah DAQ to perform asbestos abatement
- Asbestos Hazards shall be abated by the contractor who created or controls the source of contamination

Employees

- Report damaged ACM and PACM to their supervisors so they can be evaluated for asbestos before they are removed or repaired
- Do not damage or disturb any ACM or building materials that may contain asbestos unless they have been determined to contain no asbestos by the APM
- Ensure ACM or building materials that may contain asbestos are intact while cleaning or during activities that place employees near ACM
- Attend initial and refresher trainings as directed by their supervisor, EHS and APM

Environmental Health and Safety (EHS) EH&S will provide technical support and assistance to the APM. However, various departments across campus are affected by this program and maintain individual responsibility. Environmental Health and Safety responsibilities for this program include:

- Assist APM with Asbestos Management Program development, direction, and implementation
- Verify compliance of the Asbestos Management Program with applicable laws, codes, and regulations
- Providing awareness level training to appropriate personnel
- Provide other pertinent training to asbestos which may include: Respiratory Protection, Confined Space Awareness, Personal Protective Equipment, and Hazard Communication
- Provide respiratory protection fit testing for employees
- Coordinating emergency response to all incidents on campus involving ACM

Facility Management (FM) will designate an **Asbestos Program Manager (APM)**. The APM will be responsible for the administration of the University Asbestos Management Program. The APM responsibilities include:

- Asbestos Management Program development, direction, and implementation
- Conduct and/or coordinate periodic asbestos building surveys and inspections
- Reviewing all asbestos abatement projects for compliance

ASBESTOS MANAGEMENT PROGRAM

- Provide guidance on asbestos project management to ensure renovation, construction or emergency maintenance activities are performed safely
- Maintain records and documentation pertaining to asbestos compliance
- Maintain an active list of abatement priorities based upon information gathered during the periodic reassessments of ACM

Human Resources (HR)

- Process all potential personnel exposure incidents
- Provide medical surveillance for all employees involved in asbestos-related work, including chest x-rays
- Issue notification letters when exposures occur
- Maintain all personal health records pertaining to asbestos work and/or exposures

Project Managers

- Coordinates with APM when renovations and demolitions are planned that may involve the disturbance of ACM and/or PACM
- Ensure funding for all environmental considerations, including abatement and consultations are accounted for in project budgets
- Obtain bids and contracts with certified asbestos abatement firms to conduct asbestos abatement work associated with renovation or demolition projects
- Prequalify all asbestos abatement contractors
- Conduct oversight of projects involving asbestos related activities
- Provide APM with a copy of all building survey and project specifications information for abatement activities as they are obtained

Supervisors

- Verify employees are following all information and procedures contained within this Asbestos Management Program
- Assure employees who are required to be trained receive appropriate training
- Ensure employees practice safe work practices in accordance to their training, and the use of proper equipment and controls and that they don't disturb any ACM

PROCEDURES

Building Maintenance

Facilities Management has responsibility for the installation, operation, and maintenance of plumbing systems, lighting and fixtures, glass replacement, signage, and painting. Such duties can result in employees entering and performing work in areas with known ACM. No University employee shall disturb any asbestos containing building material as part of their duties unless they have been directed to and have had the appropriate training to the type of material involved.

Building Services

Housekeeping, custodial, and moving activities happen on a daily basis. Employees clean all areas of campus, polish and wax floors, remove trash and move equipment across campus. Employees may involve cleaning areas known to have ACM, but are unlikely to involve contact with this material directly. All efforts will be made to ensure the integrity of the ACM remains intact during these activities.

Demolition/Renovation

Prior to starting any construction or renovation activities the project manager will ensure that a current (within three years) survey of the building has been performed, regardless of the date of construction. If the area is indicated as not having any ACM, then work may proceed. If the building/area is found to have ACM in a recent survey then an asbestos abatement project needs to be implemented into the renovation plans.

Asbestos abatement projects will comply with Department of Air Quality (DAQ) asbestos regulations by using methods and engineering controls that includes negative pressure enclosures, HEPA vacuuming, wet methods, air filtration, prompt debris cleanup and disposal, protective clothing, respiratory protection, regulated area signage, for all asbestos repair and removal. APM will also ensure that asbestos-containing materials are maintained in an undamaged condition until they can be properly removed. Asbestos abatement projects that are contracted will be conducted by abatement contractors on the DAQ certified list. Project Managers will manage the contract and abatement process, and project managers will provide APM with all documentation.

Emergency Response Procedures

There is a chance that ACM may be disturbed potentially releasing asbestos fibers. Employees are to adhere to the following protocol when reporting a potential fiber release in an area known to contain ACM:

1. Leave and secure the area in such a manner that prevents entry by unauthorized personnel
2. Notify the immediate supervisor of the incident
3. If anyone was in the area of fiber release, seek medical attention (fill out an Individual/Supervisor's Report of Incident)
4. Contact the APM at 801-626-7311
5. The APM will ensure area(s) are properly secured, and facilitate a response by an external abatement contractor or assign a trained in-house team to make repairs and clean up any debris in a timely manner.
6. A post-incident review will be held to evaluate the response with applicable University Departments.

Labeling

Signage identifying the presence and location of asbestos containing materials shall be posted at the entrance to mechanical rooms or areas that contain TSI and surface ACM. Specific work practices to ensure the material is not disturbed shall be adopted.

Medical Surveillance

Medical surveillance examinations shall be conducted on employees with significant asbestos exposure (> PEL for 30+ days per year) at the University. This medical surveillance consists of a review of medical and work history, and an annual physical exam directed to the pulmonary and gastrointestinal systems, chest x-ray and pulmonary function tests.

Periodic Inspections

The APM will ensure periodic asbestos inspections occur to evaluate the condition of asbestos-containing materials and to determine if repair, removal or other maintenance is required.

Record Keeping

APM will maintain required records including notifications, waste disposal manifests and air clearance documentation. Training records will be maintained by EHS. Medical Surveillance records will be maintained by HR.

Respiratory Protection

Abatement Contractors are responsible for their respiratory program and issuance of PPE and respirators. All University employees must be provided with proper protective clothing and respirators when assigned to asbestos work. Respiratory protection adherence of any in-house asbestos trained University employees will be administered by the EHS department.

Waste Disposal

Contractors performing asbestos abatement projects will dispose of abated ACM in a certified asbestos disposal facility and follow all federal, state, and local notification requirements. University employees trained to work with disturbed asbestos containing material as part of their duties shall contact the APM to ensure asbestos waste is removed, packaged, and labeled appropriately; stored in a secured area; and disposed of using licensed transporters and disposal facilities.

TRAINING

Asbestos Awareness Training - EHS will provide asbestos awareness training annually to various Campus Operations departments and custodial staff who perform duties that contact but do not intentionally disturb ACM. This training is provided to cover topics including health effects of asbestos, recognition of damage, and proper response to asbestos damage.

Asbestos Contractor/Supervisor Certification - Required for staff conducting and supervising the removal of asbestos-containing materials over 3 SF (square feet) or 3 LF (linear feet). The initial course is 5 days, and a one-day refresher is required annually.

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Asbestos Inspector Certification - Required for staff to conduct asbestos inspections in facilities, identify suspect ACM, and to collect building material samples for asbestos analysis. The initial course is 3 days and a 4-hour annual refresher is required.