

# **Asbestos Safety Program**

## **Introduction**

Arkansas State University's Department of Environmental, Health, Safety and Risk Management along with the Facilities Department has developed this Program to identify practices and procedures for the management of asbestos-containing materials (ACM) in all University buildings in accordance with OSHA 29 CFR 1926.1101 and 1910.1001.

## **Scope**

This Program covers all work activities that have the potential to disturb asbestos-containing materials. Those activities include routine maintenance and operation activities; renovations or demolition; new construction-related activities; information technology services; electronic security services; and abatement activities for damaged asbestos-containing materials (ACM) or for other activities in which contact with ACM may occur.

## **Responsibilities**

### ***Department of Environmental, Health, Safety and Risk Management***

- Developing and maintaining the Asbestos Management Program;
- Conducting field inspections of renovation and demolition projects to assist in the identification of the presence and location of asbestos-containing materials;
- Conducting basic asbestos awareness training;
- Attending renovation and demolition project meetings;
- Ensuring asbestos-related project work is completed according to specifications and regulations;

### ***Facilities Planning, Design and Construction***

- Notifying EHS of projects that have the potential to disturb suspect asbestos-containing materials;
- Collaborating with EHS to design and schedule asbestos abatement during project work;
- Disclosing the presence of asbestos-containing materials (ACM) to contractors and/or vendors; and
- Notifying EHS of building occupant concerns related to potential asbestos exposure.

### ***Facilities Operations***

- Notifying EHS when work activities may disturb suspect asbestos-containing materials;
- Notifying EHS in the case of an emergency where there is a potential for fiber release from damaged ACM;
- Disclosing the presence of asbestos-containing materials (ACM) to contractors and/or vendors;
- Notifying EHS of building occupant concerns related to potential asbestos exposure.

### ***Employees***

- Reporting damaged suspect building materials to EHS for the respective campus;

- Avoiding the disturbance of known asbestos-containing materials and building materials; and
- Attending training if required.

## Definitions

**Asbestos:** a naturally occurring fibrous mineral which is mined from the earth as one of many varieties including chrysotile, amosite, crocidolite, tremolite, anthrophyllite and actinolite. It is different from other minerals in that its crystals form long, thin, needle like fibers. Its high tensile strength, resistance to heat and chemicals make it an ideal binder in certain building materials.

**Asbestos Containing Materials (ACM):** any building material containing greater than 1 percent asbestos.

The Environmental Protection Agency identifies 3 basic categories of ACBM:

1. Thermal system insulation, such as pipe cover, pipe fitting cover, tank cover, boiler cover;
2. Surfacing materials, such as spray-on fire proofing, troweled on or spray-on acoustic treatments; and
3. Miscellaneous, such as floor tile, mastic, ceiling tile, roofing, and transite.

**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 that 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 asbestos-containing materials are likely to be disturbed.

**Class IV Asbestos Work:** maintenance and custodial activities during which employees contact but do not disturb asbestos-containing materials or presumed asbestos-containing materials, and activities to clean up dust, waste, and debris results from Class I, II, and III activities.

**Maintenance Groups:** Facility Operations, Physical Plant, or other University departments that conduct renovations and maintenance activities.

**Presumed Asbestos Containing Materials (PACM):** thermal system insulation and surfacing material found in buildings constructed no later than 1980.

**Suspect Asbestos Containing Materials:** applications or materials not clearly defined as “presumed asbestos containing material” that are suspected of being asbestos-containing. This includes materials commonly known to have been manufactured with asbestos, such as paper products, cloth and woven products, cement products, various matrix products, inadvertent asbestos contamination, and miscellaneous products and consumer products possibly containing asbestos.

## General Information

Most of the university buildings have been surveyed for the presence and location of asbestos-containing materials. Before disturbing any suspect asbestos-containing materials, contact EHS to

determine if a material contains asbestos. Suspect asbestos-containing materials include, but are not limited to the following:

Floor Tiles and associated mastic	Ceiling Tile	Wall Plaster
Pipe Insulation	Wall/Ceiling treatment (such as plaster and other textured or acoustical applications)	Spray-on Fireproofing
Boiler insulation	Roofing materials	Transite lab hoods and bench tops
Electrical panels	Switch gear and panel boards	Mastics of all types including carpet, chalkboard
Fire Doors	Duct insulation	Gaskets and ropes

Examples of activities that may result in the disturbance of suspect asbestos-containing materials include:

- Removing or repairing floor tile;
- Drilling into floor tile;
- Removing or repairing ceiling tiles;
- Removing pipe insulation or pipe joint compound to access pipes;
- Creating holes in plaster ceilings or walls;
- Removing floor tile and or carpet that has mastic underneath it; and/or
- Removing or replacing windows

### **Abatement Projects**

All asbestos abatement projects at Arkansas State University will be managed by the Facilities Planning, Design and Construction and shall be performed under controlled conditions by licensed asbestos abatement workers.

#### ***Operations and maintenance activities***

EHS shall be notified of asbestos-related emergencies and when any activities will result in the disturbance of suspect asbestos-containing materials.

University employees shall not remove or disturb any suspect asbestos-containing materials until the materials have been sampled and it has been determined that they do not contain asbestos.

Removal of asbestos-containing materials will be conducted by a licensed Asbestos Abatement Contractor that has been approved by Facilities, Planning, Design and Construction and Arkansas Energy and Environment. [Click here](#) to search contractors and consultants.

#### ***Operations and Maintenance Workflow***

When an employee is assigned a work order that may potentially disturb asbestos-containing materials, the employee shall contact the Facility Operations Supervisor to determine if the building material(s) to be impacted contain asbestos;

The Facility Operations Supervisor shall determine if the materials contain asbestos by utilizing asbestos inspection records or by collecting a bulk sample and notifying EHS;

If materials contain asbestos, a Notice of Intent (NOI) must be completed;

*“APC&EC Regulation 21 requires that, for any demolition (21.601 & 21.602) of a structure or part of a structure (even if no asbestos is present), the owner or operator submit a written Notice of Intent (NOI) to DEQ. An NOI is also required for various types of renovations; refer to Regulation 21 (21.603, 21.605, 21.2223) for details. Additionally, a new NOI is required for a change in operator (21.610). NOIs for both demolition and renovation activities should be submitted at least 10 working days before any activity begins. Original NOIs should be hand delivered or postmarked by the U.S. Postal Service, UPS, FedEx, or other commercial delivery service.” ~Arkansas Energy & Environment – Environmental Quality*

[Click here](#) for Asbestos Forms.

Removal of asbestos-containing materials will be conducted by a licensed Asbestos Abatement Contractor. To search for contractors [click here](#).

### **Renovation, demolition, and construction projects**

Facilities Planning, Design and Construction and Project Managers shall notify EHS during the design phase of all renovation, demolition, or construction activities.

Materials that will be disturbed during the project must be evaluated and tested to identify all asbestos-containing materials.

If it is determined that asbestos removal is required for the project to proceed, removal of asbestos-containing materials will be conducted by a licensed Asbestos Abatement Contractor that has been approved by Facilities Planning, Design and Construction and EHS.

Facilities Planning, Design and Construction and/or Project Managers shall be responsible for notifying building occupants of upcoming abatement activities.

### **Training**

All employees who may come in contact with asbestos shall receive training. Training is required for all Facilities Operations and Maintenance staff, Facilities Planning, Design and Construction, and Project Managers.

Employees shall be trained in the following by representatives from EH&S:

- Asbestos standard (29 CFR 1910.1001);
- Asbestos abatement projects;
- Background information on asbestos;
- Health effects related to asbestos exposure;
- Preventing exposure to asbestos;
- Methods for controlling asbestos fiber release; and
- Asbestos abatement basics

### **References**

[OSHA 1910.1001](#)

[OSHA 1926.1101](#)

[ADEQ Asbestos Regulation](#)