

Asbestos Safety Awareness

PURPOSE

To ensure safe working conditions and to comply with OSHA requirements 29 CFR 1910-1001, which applies to all occupational exposures to Asbestos Containing Material, (ACM) and Presumed Asbestos Containing Material, (PACM) in the workplace. This policy is designed to ensure that University employees follow the appropriate procedures to prevent asbestos exposure to building occupants, visitors, maintenance personnel, and contractors.

POLICY

Loyola University Chicago is committed to providing a safe and healthful environment for students, faculty, staff, visitors and the general public. This is a shared responsibility and every person at Loyola University Chicago has a role in maintaining a safe environment. This policy provides guidance for minimizing ACM and PACM exposure in the workplace. No employee of Loyola University Chicago shall perform any type of asbestos abatement work. All removal or disturbance of known asbestos containing materials (ACM) and presumed asbestos containing material (PACM) will be performed under controlled conditions by asbestos abatement workers appropriately trained and licensed by the State of Illinois.

DEFINITIONS (REFERENCE 29 CFR 1910.1001(a)(2))

"Asbestos" includes chrysotile, amosite, crocidolite, tremolite asbestos, anthophyllite asbestos, actinolite asbestos, and any of these minerals that have been chemically treated and/or altered.

"Asbestos-containing material (ACM)" means any material containing more than 1% asbestos.

"Authorized person" means any person authorized by the employer and required by work duties to be present in regulated areas.

"Building/facility owner" is the legal entity, including a lessee, which exercises control over management and record keeping functions relating to a building and/or facility in which activities covered by this standard take place.

"Certified Industrial Hygienist (CIH)" means one certified in the practice of industrial hygiene by the American Board of Industrial Hygiene.

"Director" means the Director of the National Institute for Occupational Safety and Health, U.S. Department of Health and Human Services, or designee.

"Employee exposure" means that exposure to airborne asbestos that would occur if the employee were not using respiratory protective equipment.

"Fiber" means a particulate form of asbestos 5 micrometers or longer, with a length-to-diameter ratio of at least 3 to 1.

"High-efficiency particulate air (HEPA) filter" means a filter capable of trapping and retaining at least 99.97 percent of 0.3 micrometer diameter mono-disperse particles.

"Homogeneous area" means an area of surfacing material or thermal system insulation that is uniform in color and texture.

"Industrial hygienist" means a professional qualified by education, training, and experience to anticipate, recognize, evaluate and develop controls for occupational health hazards.

"PACM" means presumed asbestos containing material.

"Presumed asbestos containing material" means thermal system insulation and surfacing material found in buildings constructed no later than 1980.

"Regulated area" means 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 limits.

"Surfacing ACM" means surfacing material which contains more than 1 percent asbestos.

"Surfacing material" means 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)" means ACM applied to pipes, fittings, boilers, breeching, tanks, ducts or other structural components to prevent heat loss or gain.

"Thermal System Insulation ACM" means thermal system insulation which contains more than 1 percent asbestos.

1.0 Responsibilities

1.1 Project Managers:

Outside contractors must be notified of the locations of confirmed asbestos material (ACM) and any Presumed Asbestos Containing Material (PACM) in locations where they may need to work. Project Managers will ensure that all ACM and PACM abatement be conducted only by a qualified licensed asbestos abatement contractor. Project Managers will maintain copies of all documentation relating to the testing, removal and disposal of ACM and PACM. All original copies of these documents will be kept in the Facilities Management files. The project manager will notify the building occupants of scheduled abatement activities and any restrictions related to the project.

1.2 Engineering, Maintenance and Housekeeping Personnel:

All University employees involved with activities that could result in the disturbance of ACM or PACM are responsible for taking adequate precautions to prevent damage to the material. All asbestos abatement will be conducted only by a qualified licensed asbestos abatement contractor. University employees involved in maintenance and custodial activities in which employees come in contact with Asbestos Containing Materials and Presumed Asbestos Containing Materials are responsible for attending yearly asbestos awareness training as required by OSHA.

1.3 Supervisors:

Supervisors are responsible for scheduling and ensuring employee attendance at annual Asbestos Awareness training and notifying the appropriate Facilities Management Campus Director of any damaged suspected asbestos-containing materials reported by employees.

1.4 Safety Manager:

The Safety Manager is responsible for maintaining copies of the University's Asbestos Assessment Study and copies of Hazardous Waste Manifests and other relevant documentation related to asbestos abatement activities. The Safety Manager is responsible for providing hazard awareness training for all employees and selected contracted employees that may come into contact with PACM.

2.0 Procedures

2.1 Facilities Management Operations and Maintenance Program:

The Asbestos Operations and Maintenance Program outlines the asbestos management procedures and controls implemented by Facilities Management to prevent asbestos exposure to building occupants, visitors, maintenance personnel and contractors within University-owned facilities. This plan provides maintenance and engineering staff with directions in providing rudimentary services in areas that may contain PACM.

2.2 Warning Signs Posted:

Warning signs as required by OSHA will be posted at each regulated area. At the entrance to mechanical rooms/areas in which employees reasonably can be expected to enter and which contain ACM and/or PACM signs will be posted so that employees may read the warning and take necessary protective steps before entering the area. Machine rooms/areas will remain secured at all times to ensure only authorized personnel may enter the area.

2.3 Emergency Procedures:

A licensed asbestos abatement contractor will be notified in the case of a suspected fiber release incident. The location of the incident will be isolated and proper warning signs placed at the entrance to the location of the incident.

2.3 Routine Building Inspections:

The condition of all PACM shall be reevaluated as deemed necessary. The person performing the reevaluation should be aware of changes in condition and friability; increased activity in and around the materials; evidence of deterioration, damage, or delamination; and other factors which might increase the potential for disturbance. A licensed asbestos inspector will perform inspections as necessary of buildings containing PACM to assess condition and coordinate corrective action where required.

2.4 Training:

All employees, (Engineering, Maintenance, Housekeeping, Project Management etc.) shall receive training at the Class IV asbestos worker training level as required under OSHA. This is a two-hour "awareness" level training which is required every year.

2.5 Record Keeping:

Facilities Management is responsible for maintaining records of all asbestos abatement projects on campus and all related documents to include:

- Records of awareness training, including the name and job title employee trained.
- Records of exposure monitoring samples, to include all necessary information for calculation of results, date of analysis and the name of the laboratory conducting the tests.

- Records of operations and maintenance activities in areas where ACM is located.
- Records of fiber release episodes; including the date and location, method of response and repair, and the name of the Asbestos Abatement Contractor performing the work. Contractor records should also be maintained to document the response action.
- Records of periodic surveillance, including the name of the employee, date and changes in material condition.

REFERENCES

U.S. Department of Labor OSHA Standards for General Industry:

OSHA has established the following standards for Asbestos.

29 CFR 1910.1001 (a), (b), (c), (d), (e), (f), (g), (h), (i), (j), (k), (l), (m), (n), (o), and (p).

1910.1001 - Appendix A Osha Reference Method – Mandatory

40 CFR Part 61

State of Illinois Administrative Code Title 77 Part 855

Chicago Municipal Code Chapter 11-4 Article XVIII

Loyola University Chicago Facilities Management Operations and Maintenance Procedures.