

Wright State University  
Environmental Compliance Programs

**Asbestos Operations and Maintenance Plan**

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**Please note that this program has a glossary. The glossary contains the definitions for various terms used in the program. These terms are highlighted in bold print the first time they appear in the body of the program.**

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**Policy**

No employee of Wright State University shall perform any type of asbestos work. All removal or disturbance of **asbestos-containing materials (ACM)** shall be performed under controlled conditions by outside contractors whose employees have been properly trained and licensed by the Ohio Department of Health (ODH).

**Authority and Responsibility**

*The Department of Environmental Health and Safety* is responsible for:

1. Determining the presence and location of ACM;
2. Providing a list of licensed asbestos abatement contractors;
3. Conducting training to inform, provide knowledge and basic awareness on asbestos issues.

*Physical Plant (Plant Operations & Maintenance) and Planning, Engineering & Construction* are responsible for:

1. Notifying The Department of Environmental Health and Safety of projects that have the potential to disturb **suspect asbestos-containing materials** so that the scope of the project can be evaluated and testing be performed on suspect asbestos-containing materials not previously identified;
2. Disclosing the presence of ACM to any **outside service contractors**;
3. Providing outside service contractors a copy of Wright State University's Asbestos Operations and Maintenance Plan;
4. Notifying the client and building occupants of abatement activities;
5. Procuring the services of a re-insulation company; and
6. Covering costs associated with the abatement and any reinstallation of materials.

*Managers, Project Managers and/or Supervisors* are responsible for:

1. Notifying the Department of Environmental Health and Safety when work activities may disturb suspect asbestos-containing materials;
2. Notifying the Department of Environmental Health and Safety in the case of an emergency where there is the potential for fiber release from damaged ACM;
3. Overseeing the re-insulation of materials; and
4. Providing outside service contractors with a copy of Wright State University's Asbestos Operations and Maintenance Plan.

*Outside Service Contractors* are responsible for:

1. Providing general awareness training for their employees so that employees are able to identify suspect asbestos-containing materials if found during work activities;
2. Notifying the Department of Environmental Health and Safety of suspect asbestos-containing materials that may be disturbed during work activities; and
3. Notifying the Department of Environmental Health and Safety of suspect asbestos-containing materials that are discovered during work activities.

### **Asbestos Disturbing Activities**

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

- Removing or repairing floor tile;
- Removing or repairing ceiling tiles;
- Removing pipe insulation or pipe joint compound to access pipes;
- Knocking holes in plaster ceilings or walls;
- Removing carpet that has floor tile underneath it;
- Work above ceiling at Kettering Center; and/or
- Buffing of floor tile.

### **Abatement Projects**

All **asbestos abatement** projects within Wright State University shall be performed under controlled conditions by an asbestos abatement contractor utilizing asbestos abatement workers who are trained and licensed by ODH.

## **Notifications**

Notifications to the Regional Air Pollution Control Agency (RAPCA) and ODH are required for asbestos abatement projects involving the removal of more than 260 linear feet or 160 square feet of asbestos-containing material and must be submitted ten (10) working days prior to the start of removal. The asbestos abatement contractor will make all notifications prior to commencement of work.

## **Renovation and Construction**

### *Carpet Removal with Asbestos Floor Tile Underneath*

An asbestos abatement contractor shall accomplish operations and maintenance or renovations involving the removal of carpet with asbestos floor tile underneath. Prior to the beginning of the project, unless previously identified, the Department of Environmental Health and Safety shall be notified to identify the presence or absence of floor tile underneath the carpet.

## **Operations and Maintenance**

The Department of Environmental Health and Safety shall be notified of any activities performed by Wright State University employees that may result in the disturbance of suspect asbestos-containing materials.

Wright State University employees shall not remove or disturb any suspect asbestos-containing materials until the materials have been sampled by the Department of Environmental Health and Safety and it has been determined that it does not contain asbestos. The Department of Environmental Health and Safety shall conduct any needed sampling.

*NOTE: With the exception of designated Department of Environmental Health and Safety employees, no Wright State University employee shall collect samples of suspect asbestos-containing materials.*

## **Asbestos Emergencies**

A licensed asbestos abatement contractor shall conduct all emergency asbestos work. Emergencies include situations where a rapid response is necessary to mitigate damage or prevent further serious damage to the building or its occupants in which ACM or suspect ACM has become damaged and has the potential to become airborne. Examples include:

- Malfunction in equipment that if not addressed immediately could cause damage to the building; or
- Ruptured steam or pipe lines; or
- The discovery of ACM during renovation or demolition activities.

In the event of an emergency, immediately contact The Department of Environmental Health and Safety at ext. 2215. After hours, contact Public Safety at ext. 2111.

Outside contractors shall notify their University contact.

## **Training**

Environmental Services personnel and designated Physical Plant personnel shall receive training consistent with the Occupational Safety and Health Administration (OSHA) training requirements.

Representatives from the Department of Environmental Health and Safety shall train employees in the following:

1. Potential health effects associated with asbestos exposure;
2. Building materials which commonly contain asbestos;
3. The relationship between smoking and asbestos in producing cancer; and
4. Methods by which asbestos may become airborne.

All asbestos abatement contractors shall be responsible for meeting these OSHA training requirements in addition to all ODH training requirements.

## **Outside Service Contractor Information**

All outside service contractors shall be notified of the presence of asbestos-containing materials prior to beginning work activities. All outside service contractors shall provide general awareness training for their employees to allow employees to identify suspect asbestos-containing materials if found during work activities. Contractors shall contact The Department of Environmental Health and Safety in the event that suspect asbestos-containing materials are discovered during work activities. Contractors shall be made aware of Wright State University's Asbestos Operations and Maintenance Plan prior to the commencement of work.

## **Regulations**

All asbestos abatement projects performed at Wright State University shall be in accordance with the following regulations: OSHA – 29 CFR 1910.1101; OSHA - 29 CFR 1910.1001; ODH; and EPA - 40 CFR Part 61.