**Asbestos Abatement Project Activity Checklist**

### Applicability

Persons coordinating asbestos abatement work as part of a project, renovation or demolition activity on campus. This includes (but is not limited to):

- FMS personnel
- Facility Coordinators
- CDFD personnel
- Housing personnel

Environmental Health and Safety must be alerted in advance of ANY planned asbestos abatement to be performed on campus. Contact Mark Banister (8-1493) or Andrew Lawson (8-8405).

### Action

There is a three step process to ensure that all renovations that occur on campus address asbestos materials in a way that complies with all applicable regulations and with University Policy. Please perform ALL of the asbestos management steps listed below:

#### STEP #1 SURVEY

Perform comprehensive testing and identification of all materials that will be impacted by the activity and that potentially may contain asbestos.

- Contact EH&S to see if there is currently information for the area(s) in question
- EH&S will assist with sampling or arrange for an approved inspector to survey, sample and identify possible asbestos containing material.¹
  - Forward a copy of any inspection or testing to EH&S for inclusion in the campus asbestos database.

#### STEP #2 REMOVAL

Contact an approved asbestos contractor² to perform all necessary abatement work. Note that all asbestos to be impacted by the activity will need to be abated. Also note that University practice does not permit the covering of asbestos containing floor tile with new floor coverings of any type.

- **PERMITS FROM ALLEGHENY COUNTY** - Projects involving more than 160 ft² of abatement will require a permit from Allegheny County. They require a 10 working day wait time prior to the start of abatement.
- **AIR SAMPLING** - If a permit is required, air sampling will be required to establish “clearance” of the area prior to it being re-occupied. Typically, five clearance air tests are mandated by the county. Any of the approved consultants will be qualified to perform the air testing.
- **PROJECT MONITORING** - If a permit is required for a project and if the asbestos to be removed is FRIABLE³, additional project monitoring and air testing will be required. This activity can also be performed by the approved inspector. The work here entails having a consultant’s technician remain on site during the abatement, to ensure that proper work is performed and also to collect air samples outside the work area, to ensure that there is no asbestos contamination outside the enclosed work zone. *EH&S may require a daily report from the monitor.*

#### STEP #3 REPORTING

Both the Abatement Contractor and the Asbestos Consultant must submit a final report to EH&S. The reports shall include:

**Abatement Contractor’s Report must include:**

- A copy of the clearance inspection form from Allegheny County,
- A copy of the landfill receipt of the waste from the project,
- A copy of the permit under which the work occurred,
- A copy of all contractor air monitoring results, plus log in sheets and work progress forms used during the project.
- Discussion of any unusual issues or problems related to the project

**Asbestos Consultant’s Report must include:**

- All air monitoring results (including finals) collected by the consultant.
- Copies of any log forms or checklists used by the consultant during the project.
- Discussion of any unusual issues or problems related to the project.

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¹ List of approved consultants may be obtained from EH&S
² List of approved asbestos contractors may be obtained from EH&S
³ “Able to be crushed or reduced to powder with hand pressure”