

Asbestos Management Program

Purpose and Scope

The Asbestos Management Program has been developed to provide to ensure that University employees follow the appropriate procedures to prevent asbestos exposure to building occupants, visitors, maintenance personnel, and contractors.

This Program covers all work activities that have the potential to disturb asbestos-containing materials (ACM). 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 or for other activities in which contact with ACM may occur.

This program applies to all University employees involved with activities that may result in the disturbance of asbestos-containing materials.

Responsibilities

Environmental Health and Safety

- Developing and maintaining the Asbestos Management Program.
- Maintain asbestos database.
- Conducting field inspections of renovation and demolition projects to identify the presence and location of asbestos-containing materials.
- Providing details to Facilities Department on the type, extent, and plan for asbestos removal prior to the start of renovation or demolition work.
- Procuring the services of licensed asbestos consultants.
- Providing primary oversight during asbestos abatement projects.
- Coordinating abatement activities with construction schedules.
- Sending notification of abatement activities to Public Safety and Building Administrators.
- Providing professional and technical knowledge and expertise to manage asbestos abatement projects.
- Attending renovation and demolition project meetings.
- Ensuing asbestos-related project work is completed according to specifications and regulations.

Facilities Departments

- 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.
- Collaborating with EHS to establish project budgets and accurate financial records regarding the abatement of asbestos-containing materials.
- 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.

Employees

- Reporting damaged suspect building materials to EHS.
- Avoiding the disturbance of known asbestos-containing materials and building materials; and
- Attending awareness training if required (Custodial and Facilities Maintenance)

Procedures

General Information

Most of the university buildings have been surveyed for the presence and location of asbestos-containing materials. EHS currently maintains a database with locations 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 tile 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 and 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 which has mastic underneath it; and/or
- Removing or replacing windows.

Abatement Projects

All asbestos abatement projects at WCU will be managed by EHS and shall be performed under controlled conditions by licensed asbestos abatement workers.

Emergency Procedures

Contact EHS at (610) 436-3333 to report any situation where it is suspected that asbestos-containing materials have been damaged. EHS will provide guidance to the caller and immediately dispatch staff to the location to assess and coordinate corrective action if required.

Record Keeping

EHS maintains all documents relating to asbestos-containing materials including sampling data, waste disposal manifests, regulatory agency and other correspondence.

References

[Occupational Safety & Health Administration – Occupational Exposure to Asbestos](#)

[United States Environmental Protection Agency Asbestos Home Page](#)

Reviewed: May, 2022