

Process for Asbestos Abatement and Management

Updated: August 5, 2009

PURPOSE:

To describe the process for completing periodic surveillances, inspections, and removing asbestos from schools/facilities in accordance with the Asbestos Hazard Emergency Response Act (AHERA).

PROCESS SUMMARY:

ANNUAL NOTIFICATION

- Environmental abatement (EA) staff prepares notification of Asbestos Management plans, obtains proper approvals and distributes the notification to the school principals.
- School principals distribute the notification to the parents, complete a Verification Of Notification Action form and return it to the asbestos office.

PERIODIC SURVEILLANCES & INSPECTIONS

- EA staff visits schools/facilities every 6 months for periodic surveillances and every 3 years for inspections. The results of the surveillances and inspections help to determine work priorities.
- EA staff completes a surveillance or inspection, the appropriate form (which is reviewed and approved by the asbestos project manager (as defined by AHERA)), makes recommendations and distributes the reports.

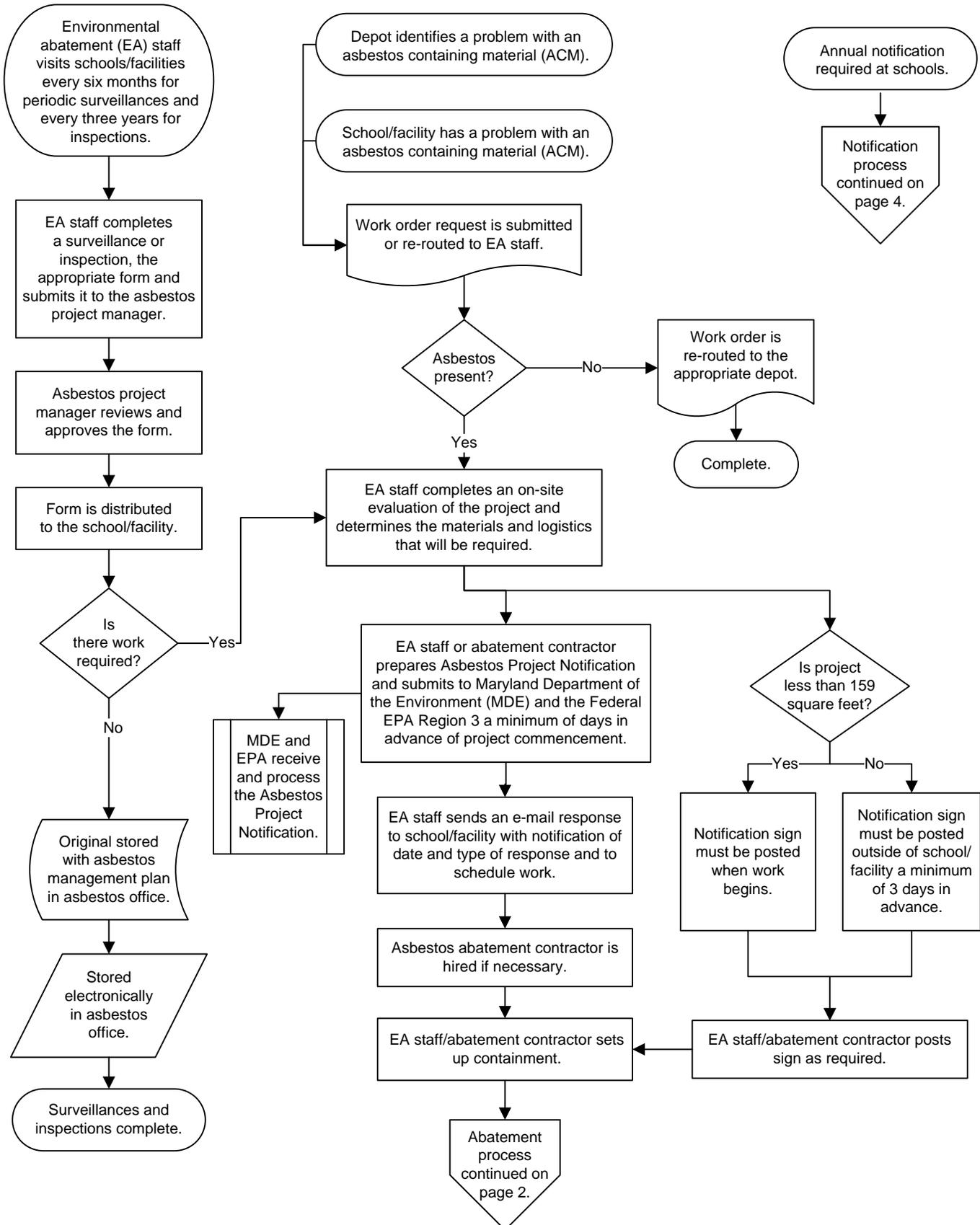
ASBESTOS ABATEMENT

- A problem is reported with an asbestos containing material (ACM) through a work order to EA staff, who determine whether asbestos is present. If there is no asbestos, then the work order is re-routed to the appropriate depot for completion.
- Once a problem with asbestos is discovered, EA staff completes an on-site evaluation of the project and determines the materials and logistics that will be required.
- EA staff prepares and submits an Asbestos Project Notification to the Maryland Department of the Environment (MDE) and the Federal EPA Region 3. EA staff notifies the school/facility of the type of remediation required and the project schedule.
- EA staff hires contractors as needed.
- Based on the size of the project, EA staff posts notification signs at the project location. Under 159 square feet does not require advanced posting. However, a project size of 160 square feet or more requires notification signs to be posted a minimum of three days in advance.
- An independent industrial hygiene (IH) contractor collects air samples and evaluates air quality and asbestos levels before commencement, during abatement and after completion. IH contractor provides the results to EA staff and the abatement contractor.
- EA staff or an abatement contractor sets up the containment, completes the asbestos abatement and makes any necessary adjustments throughout the abatement if required.
- Once the air quality is at an acceptable level for clearance, EA staff/abatement contractor completes tear down of the containment, properly removes and disposes of the ACM and provides information to the asbestos office and/or the IH contractor for the AHERA Response Action (RA) document. Once the RA document is complete, the environmental health specialist reviews, approves, distributes, and stores the document accordingly.
- If an abatement contractor is involved, the contractor submits an invoice for payment. If proper disposal of the ACM is complete and appropriate documentation has been submitted to the IH contractor, then EA staff processes the invoice for payment in full. However, if either item is incomplete, then EA staff processes up to a maximum of 90% of the entire contracted amount for payment. The remaining balance will be processed for payment only after proper disposal and documentation submission are complete.

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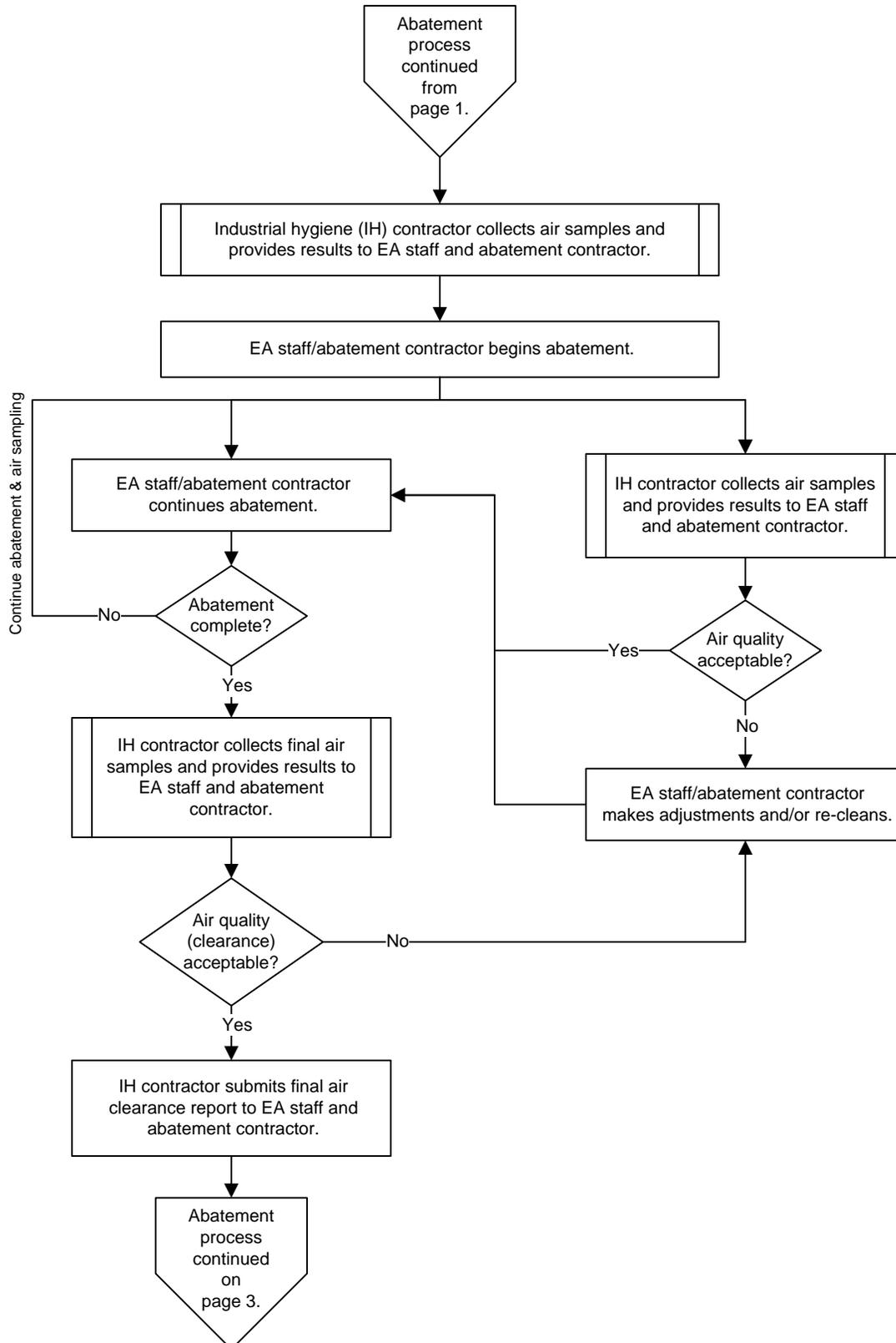
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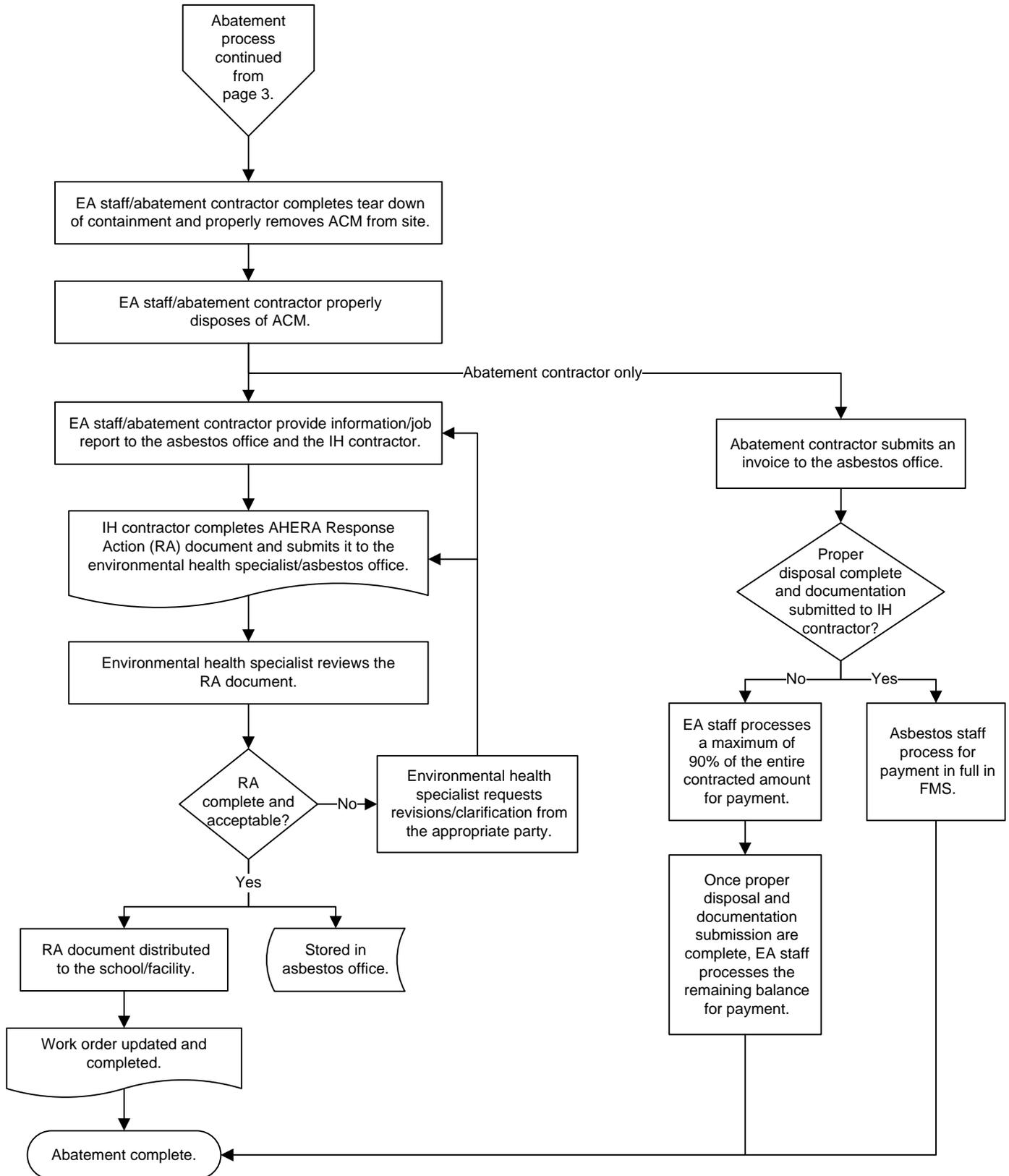
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