

WILLIAM PATERSON UNIVERSITY

ASBESTOS MANAGEMENT PLAN

1. INTRODUCTION

1.1 OBJECTIVES

Asbestos-containing materials (ACM) have been used widely in the construction industry. Although use of ACM in buildings is now prohibited, and William Paterson University has removed significant quantities of ACM from its campus, ACM may still be present in older building systems. If these remaining ACM are maintained in good condition and are unlikely to be disturbed such that fibers may become airborne, exposure and health risks are negligible. Accordingly, the purpose of this Asbestos Management Plan (AMP) is to describe a program for recognizing, controlling and mitigating potential asbestos hazards at the university campus. The program is consistent with and describes requirements for the management of ACM or Presumed Asbestos Containing Materials (PACM) under federal and state regulatory guidelines.

1.2 OVERVIEW

Federal requirements for asbestos specify work practices for removal of ACM from buildings and require identification of asbestos in public and private primary and secondary schools (40 CFR Part 763 –Asbestos Hazard Emergency Response Act, 40 CFR Part 61 Subpart M – NESHAP for Asbestos). In addition, federal occupational regulations identify requirements regarding occupational exposures to asbestos in all industries covered by the Occupational Safety and Health Act (29 CFR 1910.1001 and 1926.1101). The NJ Department of Environmental Protection (DEP) has established notification requirements, procedures for emission control, air cleaning and waste disposal related to handling, transporting, storing and disposing of asbestos-containing material or waste (310CMR 7.15). Portions of the OSHA, DEP and EPA “NESHAP” regulations may apply to William Paterson University, based on the types and quantities of asbestos present, the setting in which the ACM is identified, and whether asbestos is simply present, or is being removed. Over the past several years, William Paterson University has removed the majority of the ACM on its campus. Generally, the types of asbestos that may still remain in buildings on-campus include primarily thermal system insulation and may also include smaller amounts of vinyl-asbestos tiles (VAT), floor and baseboard mastics, surfacing materials or ceiling tiles. In 1986, Congress promulgated the Asbestos Hazard Emergency Response Act (AHERA), which mandated that EPA develop regulations to respond to asbestos in schools. EPA responded with the Asbestos-Containing Materials in Schools Rule, 40 CFR Part 763, Subpart E. The rule required that all public and private nonprofit elementary and secondary schools inspect school buildings for asbestos, develop a plan for managing the asbestos, notify parents and staff regarding the management plan, and provide asbestos awareness training to school maintenance and custodial workers. While William Paterson University is a post-secondary school, and the AHERA rule does not apply to the institution, otherwise the rule does provide general guidance for managing asbestos in an institutional setting. This Asbestos Management Plan (AMP) describes how William Paterson University complies with state and federal requirements for asbestos management and, where appropriate, describes the Best Management Practices (BMPs) that William Paterson University employs to ensure compliance with the rules. Section 2.0 of this Plan provides a Regulatory Overview of the state and federal regulations and policies pertaining to management of ACM and PACM and

prioritizes response actions to be taken for these ACM. Section 3.0 designates areas of responsibility and William Paterson University' personnel and protocol for coordinating asbestos identification, management and abatement. Section 4.0 describes how William Paterson University identifies ACM and classifies its form, condition and potential for disturbance. Section 5.0 addresses the inventory and labeling requirements, and Section 6.0 describes asbestos training components and levels. Section 7.0 provides an overview of the required medical surveillance for those subcontractors required to perform work that involves friable asbestos. Section 8.0 provides Operations and Maintenance Procedures and Section 9.0 provides Emergency Response Procedures utilized by William Paterson University. Finally, Section 10.0 provides information regarding how William Paterson University maintains and stores records of activities related to the AMP.

2. DEFINITIONS AND REGULATORY OVERVIEW

Key definitions and acronyms as well as a summary of asbestos regulations are provided below.

2.1 DEFINITIONS

Abatement: the removal, repair or encapsulation of ACM or debris/dust contaminated with asbestos.

Asbestos: a term that describes six naturally occurring fibrous minerals: chrysotile, amosite, crocidolite, anthophyllite, tremolite and actinolite. Chrysotile, amosite, and crocidolite are the most commonly used types of asbestos in building products.

Regulated "Asbestos Containing Material" (ACM): material composed of asbestos of any type and in an amount greater than one percent by weight, either alone or mixed with other fibrous or nonfibrous material.

Class I, II, III Asbestos Work: Work activities that will be performed by a trained outside contractor that involve the removal or repair of asbestos-containing thermal system insulation, surfacing materials (e.g. spray-on fireproofing) or other miscellaneous ACM.

Class IV Asbestos Work: Work that involves the maintenance and custodial activities during which employees or subcontractors may contact but do not disturb ACM or PACM. It may involve cleaning in mechanical rooms or removal of equipment or debris in areas where ACM is or may be present.

Competent person: one who is capable of identifying existing asbestos hazards in the workplace and selecting the appropriate control strategy for asbestos exposure, and who has the authority to take prompt corrective measures to eliminate the identified hazards. For Class I, II, or III work, the competent person must also meet the special training requirements. All abatement and other construction work conducted in regulated areas must be supervised by a competent person.

Friable ACM: material that, when dry, may be crumbled, pulverized, or reduced to powder by hand pressure, and includes previously non friable material after such previously non friable material becomes damaged to the extent that when dry it may be crumbled, pulverized, or reduced to powder by hand pressure.

Non friable ACM: material that, when dry, may not be crumbled, pulverized or reduced to powder by hand pressure.

Regulated area: established by the employer to demarcate areas where Class I, II or III asbestos work is conducted or otherwise where airborne concentrations of asbestos exceed, or there is a reasonable possibility that they may exceed, the PELs. Only personnel authorized by William Paterson University and required by work duties can be present in a "regulated area."

Permissible Exposure Limits (PELs): The limits established by OSHA to protect workers against the health effects of exposure to hazardous substances in the air. For asbestos, the PEL is 0.1 fiber/cc of air, based on an 8-hour time weighted average (TWA). Excursion limit: 1.0 fiber/cc averaged over 30minutes.

Presumed Asbestos Containing Material (PACM): thermal system insulation (TSI) and surfacing material found in buildings constructed no later than 1980 must be presumed to contain asbestos. The designation of a material as "PACM" may be rebutted pursuant to 29 CFR 1910.1001(j)(8). For remediation work, TSI and sprayed or troweled on surfacing materials must be treated as asbestos-containing, unless a determination is made in compliance with 29 CFR 1926.1101(k)(5) that the material is not asbestos-containing. Asphalt and vinyl flooring material installed prior to 1980 must also be considered as asbestos containing during remediation work unless the employer, pursuant to 29 CFR 1926.1101 (g)(8)(i)(I),determines that it is not asbestos-containing.

2.2 ACRONYMS

ACM Asbestos-containing materials

AHERA Asbestos Hazardous Emergency Response Act

BMP Best Management Practice

EPA Environmental Protection Agency

HVAC Heating, Ventilation and Air Conditioning

NESHAP National Emission Standard for Hazardous Air Pollutants

OSHA Occupational Safety and Health Administration

PACM Presumed asbestos-containing material

PEL Permissible Exposure Limit

TSI Thermal system insulation

VAT Vinyl asbestos tile

2.3 REGULATIONS/POLICIES

The following regulations or policies pertain to the management and/or removal of ACM and PACM. These summaries are provided as a reference and do not necessarily imply that William Paterson University is currently required to comply with all of these regulations and/or policies.

EPA 40 CFR Part 763 - Asbestos

Subparts A-D – reserved

Subpart E: Asbestos Containing Materials in Schools

Subpart E applies to public and private elementary and secondary schools – required to identify friable and non-friable asbestos-containing material by visually inspecting, and sampling if not assumed to be ACM. This regulation does not apply to post-secondary schools.

Subpart F – reserved

Subpart G – Asbestos Worker Protection

Subpart H – reserved

Subpart I – Prohibition of Manufacture, Importation, Processing, and Distribution in Commerce of Certain Asbestos-Containing Products, Labeling Requirements

EPA 40 CFR Part 61 Subpart M – NESHAP for Asbestos

The Asbestos NESHAP regulation applies to the owner or operator of a demolition or renovation activity. The NESHAP specifies work practices to be followed during renovations of buildings which contain a certain threshold amount of friable asbestos and during demolition of all structures and facilities (no threshold amount). The NESHAP also regulates asbestos waste handling and disposal. Specifically, all asbestos waste transport must be documented by a “waste shipment record” which is signed by the generator, the abatement contractor, the transporter and the final disposal site operator. For a facility being demolished, all NESHAP requirements apply if combined amount of regulated asbestos containing material (RACM)¹ is:

- At least 80 linear meters (260 linear feet) on pipes or at least 15 square meters (160 square feet) on other facility components
- At least 1 cubic meter (35 cubic feet) of facility components where the length or area could not be measured previously.

If less than these amounts then only notification requirements apply. For a renovation, all NESHAP requirements apply if the combined amount (add individual non-scheduled operations for a calendar year) of RACM to be stripped, removed, dislodged, cut, drilled or similarly disturbed is:

- At least 80 linear meters (260 linear feet) on pipes or at least 15 square meters (160 square feet) on other facility components

- At least 1 cubic meter (35 cubic feet) off facility components where the length or area could not be measured previously. The NESHAP establishes notification requirements and procedures for emission control.

OSHA – 29 CFR 1910.1001 and 1926.1101

1910.1001 applies to all occupational exposures to asbestos in all industries covered by the Occupational Safety and Health Act (does not apply to construction work). For example, at the William Paterson University campus, this regulation applies to housekeeping and maintenance personnel whose work areas contain asbestos. 1926.1101 applies to asbestos in construction work, which includes demolition or salvage of structures where asbestos is present; removal or encapsulation of ACM; construction, alteration, repair, maintenance or renovation of structures, substrates, or portions thereof, that contain asbestos; asbestos spill/emergency cleanup; and transportation, disposal, storage, containment of and housekeeping activities involving asbestos or products containing asbestos, on the site or location at which construction activities are performed. Work conducted by asbestos abatement contractors must meet the minimum requirements of this standard.

New Jersey Solid Waste Management Regulations – N.J.A.C. 7:26 et seq.
New Jersey Asbestos Control and Licensing Act - N.J.A.C. 34:5A et seq.

3. RESPONSIBILITIES

The following William Paterson University personnel are responsible for the administration of the AMP and the coordination of asbestos-related activities.

3.1 FACILITIES OFFICE AND CONSTRUCTION OFFICE

Facilities manages/coordinates, approves, schedules and inspects all asbestos related activities conducted at the campus.

3.2 PHYSICAL PLANT DESIGNATED COORDINATOR

This coordinator provides communication between in-house and external building services personnel (including cleaning contractors) and PPO Office to ensure compliance with the best management practices of the AMP. The PPDC on each campus will be the campus Plant Engineer until the duties of the PPDC are delegated.

3.3 ASBESTOS COORDINATOR/LICENSED ASBESTOS INSPECTOR

The licensed asbestos inspector will be contracted by Facilities (Section 5.1) to, as necessary, survey relevant areas for ACM and obtain samples for analysis, and to develop contracts and technical procedures for asbestos abatement.

3.4 DEPARTMENT OF PHYSICAL PLANT OPERATIONS (PPO)

This department will serve as in-house contact for risk communication issues, training, and review of Abatement and Industrial Hygiene contractor work. PPO will also maintain copies of

training and disposal records which have been forwarded to them and copies of personnel training records. PPO will also maintain copies of survey and abatement records.

3.5 LICENSED ABATEMENT CONTRACTORS

Contractors will obtain necessary permits and oversee activities that may involve the abatement/disturbance of asbestos-containing materials (e.g., Class I, II and III Asbestos Work). They will perform asbestos abatement in accordance with practices designed to limit potential exposure to asbestos hazards for the general public. Contractors must, at minimum, comply with the standards and procedures required by local, state and Federal regulations and listed in the William Paterson University AMP.

4. IDENTIFICATION OF ASBESTOS HAZARDS

Asbestos-containing materials have been used in buildings since approximately 1920. William Paterson University is a campus comprised of buildings that have been constructed or renovated since 1920; therefore, it is likely that asbestos-containing material may have been or is present in campus buildings. William Paterson University performed a survey which identified various types of ACM in campus buildings; however the majority of asbestos that had been identified has been abated. The remaining ACM is likely to be concentrated at the heating plant on the Medford campus. This area has been identified as a priority for a re-survey to confirm the presence and location of ACM in this area. The following subsections describe examples of ACM or PACM on the William Paterson University Campus, and how the ACM will be classified in a hierarchical way according to the potential for exposure.

4.1 EXAMPLES OF PRESUMED ACM (PACM)

The following table identifies examples of ACM or PACM in buildings².

Type of Product or Material Purpose Possible Location

Acoustical Tile (particularly 12"x12" tiles)	
Sound control Ceilings	in classrooms, large halls
Thermal insulation	Energy conservation, safety
Pipe and boiler covering	
Steel (spray-on) fireproofing	
Fire protection covering structural steel	
Asbestos cement board	
Fire protection near furnaces and boilers	
Tile and sheet flooring, mastics	
Cleanability-decor Floors, mastics under floor tiles or baseboards	
Textiles	Fire protection Auditorium curtains, laboratory aprons, gloves, cords, fire blankets
Roofing Shingles	Durable Building Material
Roofs	
Old Blackboards	Used in classrooms

4.2 ACM CLASSIFICATION

In order to classify ACM, an inspection is performed whereby all areas of material that are suspected to contain asbestos are located and listed. These materials are then treated as ACM unless samples are taken and they are confirmed to be non-asbestos. The location of the materials suspected of containing asbestos is documented and then categorized using the following categories:

Surfacing materials – Interior ACM that has been sprayed on, troweled on, or otherwise applied to surfaces (structural members, walls, ceiling, etc.) for acoustical, decorative, fireproofing or other purposes. This includes acoustical plaster, hard plasters (wall or ceiling), fireproofing insulation, spray applied or blown-in thermal material, joint or patching compound and textured paints or plasters.

Thermal System Insulation (TSI) – Insulation used to control heat transfer or prevent condensation on pipes and pipe fittings, boilers, breeching, tanks, ducts, and other parts of hot and cold water systems; heating ventilation, and air conditioning (HVAC) systems; or other mechanical systems. These insulation materials include pipe lagging, pipe wrap, duct insulation, block insulation, cements and muds (often used on fittings), and a variety of other products such as gaskets and ropes.

Miscellaneous Materials – Other, mostly non friable products and materials found on structural components, structural member or fixtures, such as floor tile, ceiling tile, construction mastic for floor and ceiling materials, sheet flooring, fire doors, asbestos cement pipe and board, wallboard, acoustical wall tile, and vibration damping cloth. “Miscellaneous materials” do not include TSI or surfacing materials.

4.3 ACM HAZARD ASSESSMENT

The possibility of fiber release from ACM is based on the material’s condition, physical characteristics (e.g., friability), and location (see below). These factors can be used to evaluate the need for response actions. These factors and recommended actions are based on the criteria provided by the USEPA (USEPA, June 1985). These assessments can be used to prioritize response actions for ACM that may remain at the campus.

4.3.1 Assessment Information

Current Condition of ACM

- Evidence of deterioration or delamination from the underlying surface (e.g., hanging material)
- Evidence of physical damage (e.g., dust/debris present)
- Evidence of water damage

Potential for Future Damage or Disturbance of ACM

- Proximity to air plenum or direct airstream (e.g. above a dropped ceiling with open plenum)
- Accessibility, visibility (to occupants and maintenance staff) and degree of activity (vibration, movement of occupants)
- Change in area or building use

For simplicity and ease of use, a “yes” or “no”, “high” or “low” rating will be used for each factor.

4.3.2 Response Actions

William Paterson University provides the results of the condition assessment with the priority level for response actions.

5. ACM INVENTORY AND LABELING REQUIREMENTS

A copy of any inventory conducted by William Paterson University Facilities of areas on campus known or presumed to contain ACM will be sent to William Paterson University PPO department and the original kept by Facilities. The description will include a list of campus buildings and

whether the buildings contain friable and/or non-friable ACM or PACM. To the extent possible, the locations of these ACM and PAM should be noted on building plans.

As buildings or portions of buildings that contain ACM are renovated or demolished, and the impacted ACM is removed, the inventory will be updated. The following details will be provided:

- Location, type, quantity, and condition of predominant sources of ACM or PACM;
- Date of inspection and/or sample collection and asbestos content (if applicable); and,
- Description of response actions or preventive measures taken (if applicable).

5.1 SIGNS AND LABELS

William Paterson University will provide signs and labels to communicate hazard information to employees that may enter regulated areas containing ACM and/or PACM. Note that regulated areas are areas which exceed or may reasonably exceed the PEL. To ensure employees comprehend the hazard information, William Paterson University will use, as warranted, foreign languages, pictographs, graphics, and awareness training, or a combination of these methods.

5.1.1 Warning Sign Requirements

William Paterson University will provide and display warning signs at each regulated area and at all approaches to regulated areas. Warning signs will read as follows:

DANGER
ASBESTOS
CANCER AND LUNG DISEASE
HAZARD
AUTHORIZED PERSONNEL ONLY

In addition, William Paterson University will also provide signs at the entrance to mechanical rooms/areas containing ACM and/or PACM where employees reasonably can be expected to enter (even if they are not considered “regulated areas.”) These signs will identify:

- material present;
- ACM or PACM location; and
- Appropriate work practices which, if followed, will ensure that ACM and/or PACM will not be disturbed.

5.1.2 Warning Label Requirements

Labels are required for any scrap, debris, waste and other products containing asbestos fibers (greater than 1%). In addition, wherever previously installed ACM and/or PACM is identified, labels or signs will be affixed or posted in areas where they will clearly be noticed by employees (e.g., entrance to mechanical rooms) so that they will be notified of what materials contain ACM and/or PACM. However, warning labels are NOT required where:

- Asbestos fibers have been modified by a bonding agent, coating, binder, or other material provided that the manufacturer can demonstrate that during any reasonably foreseeable use handling, storage, disposal, processing, or transportation, no airborne concentrations of fibers of asbestos in excess of the time-weighted average permissible exposure level and/or excursion limit will be released, or
- Asbestos is present in a product in concentrations less than 1.0%. Where labels are required, signs (as described in section 5.1.1 above) may be used in lieu of labels as long as they contain the information content required for labeling. The labels must

include both the identity of the material and a hazard warning, as required by the OSHA Hazard Communication standard [29 CFR1910.1200(f)], as well as the following information:

DANGER
CONTAINS ASBESTOS FIBERS
AVOID CREATING DUST
CANCER AND LUNG DISEASE HAZARD

6. TRAINING AND QUALIFICATIONS

No asbestos abatement activities are carried out by William Paterson University Staff. However, William Paterson University maintenance and custodial staff may work in areas where ACM or PACM is present. The following is a description of the training program to be implemented by contractors or William Paterson University for personnel performing activities that have the potential to result in contact with or disturbance of ACM or PACM. Contractors conducting asbestos work at William Paterson University must, where applicable, provide staff trained in accordance with the requirements of the Asbestos Hazard Emergency Response Act (AHERA), Asbestos School Hazard Abatement Reauthorization Act (ASHARA), National Emission Standards for Hazardous Air Pollutants (NESHAPS), Occupational Safety and Health Administration (OSHA) asbestos rules, NJ Division of Public Employees Occupational Safety and Health (PEOSH) and any additional requirements of regulatory agencies. As appropriate, William Paterson University staff will be trained in general accordance with these regulations.

6.1 MAINTENANCE/CUSTODIAL STAFF/PLUMBERS/HVAC STAFF/ELECTRICIANS

All staff who perform work in areas where ACM or PACM is present (or other employees performing Class IV work) will receive general asbestos awareness training annually (typically 2 hours) as required in OSHA 1910 and 1926 requirements and EPA 40 CFR 763.92(a)(1). Such training will cover:

- health effects of asbestos;
- locations of ACM and PACM in the building/facility, including:
 - o the locations of thermal system insulation and surfacing ACM/PACM; and,
 - o asbestos-containing flooring material, or flooring material where the absence of asbestos has not yet been certified;
- instruction in recognition of damage, deterioration, and delamination of asbestos containing building materials;
- BMPs in housekeeping;
- proper response to fiber release episodes; and
- an overview of the campus asbestos management program.

7. MEDICAL SURVEILLANCE

No asbestos abatement activities are carried out by William Paterson University Staff. Therefore, no asbestos Medical Surveillance for William Paterson University staff is necessary.

The OSHA Asbestos Standard for the General Industry and the Construction Industry and the EPA Worker Protection Rule require that employees be involved in a medical surveillance program. Employees who are required to wear a respirator as part of their job must obtain a medical clearance from a physician or other licensed health care professional physician, and

must also be included in a respiratory protection program. Medical records are required to be retained by the asbestos abatement contractors. Because William Paterson University staff will not perform asbestos abatement activities (Class I, II or III asbestos work), William Paterson University will not retain the medical records. William Paterson University may require that contractors provide information documenting that staff have been trained and that they participate in a medical surveillance program.

8. OPERATIONS AND MAINTENANCE PROCEDURES

The operations and maintenance procedures that are provided herein are designed to prevent the release of asbestos fibers through management practices. The following procedures will be adjusted to fit the type(s) of ACM in the building.

8.1 REPAIR AND MAINTAINANCE ACTIVITIES

Repair and maintenance activities may involve situations involving cutting, sawing, sanding, or otherwise disturbing ACM or PACM. Guidelines for these activities have been identified based on the type of ACM. When maintenance and general work is required where friable ACM may be present, the Asbestos Coordinator will review the work to be done, and ensure that, as warranted, appropriately trained and licensed personnel perform the work. Proper maintenance and cleaning of vinyl asbestos tile (VAT) include proper stripping and finishing techniques that limit the potential for the release of fibers into the air. To the extent feasible, dry buffing or scraping of floors with VAT will be avoided. Wet mops are used for routine cleaning of VAT floors, and dry mopping, petroleum-based mop treatments will be avoided. Stripping of the finish of VAT will be performed while the floors are wet with an emulsion of chemical stripper in water. The machine used for stripping the finish will be equipped with the least abrasive pad as possible, following the manufacturer's recommendations. The speed of the machine used for stripping will be run at a low rate of speed, as this limits the probability of asbestos fiber release. After stripping, the floor will be cleaned, while, wet, with a Wet-Vac HEPA filtration vacuum system. Two to three coats of sealer will be applied to VAT prior to applying a finish coat. During spray-buffing or dry-burnishing of VAT floors, the least abrasive pads will be used on the machines, and they will be run at the slowest rate of speed possible to accomplish the task. During the winter months, matting will be used at the entrances of buildings and inside doorways when feasible to limit the tracking of abrasive sanding material onto VAT tiles.

During renovation projects when asbestos-containing floor tile is removed, the removal will be conducted with the approval by the Asbestos Coordinator, who will ensure that proper precautions be taken to limit the release of asbestos fibers into the air, and who will coordinate proper management of the waste. Repair and maintenance activities involving other ACM will be conducted in a manner that limits the potential for disturbance of the ACM. Examples include:

- Avoid sweeping or dry brushing in mechanical rooms or storage areas where the presence of asbestos-containing dust or debris is possible;
- Avoid cutting, drilling holes in, and sanding or dry scraping of plaster ceilings and walls in buildings built or renovated prior to 1980 unless sampling indicates materials are not ACM;
- Utilize wet methods in areas where ACM or PACM in good condition is present;
- To the extent possible, incorporate the use of HEPA vacuums or HEPA filters in areas where ACM or PACM is present.

8.2 CONSTRUCTION AND DEMOLITION ACTIVITIES

Guidelines for renovation or construction projects must be approved by the contracted Asbestos Coordinator/Licensed Asbestos Inspector and, as appropriate, be conducted by licensed personnel. Prior to the start of abatement or construction work involving ACM or PACM, William Paterson University will notify the following parties of the presence, location and quantity of ACM or PACM in the work area:

- Prospective contractors applying or bidding for work whose employees reasonably can be expected to work in or adjacent to areas containing such material,
- William Paterson University employees who will work in or adjacent to areas containing such material,
- Employers of other service contractors performing work within or adjacent to areas containing such materials, and
- Any tenants who will occupy areas containing such material.

The notification will either be in writing, or a personal communication between William Paterson University and the person to whom notification must be given or their authorized representatives. Abatement and construction contractors are responsible for informing their own employees of the location and quantity of ACM and/or PACM present in the area and the precautions to be taken to insure that airborne asbestos is confined to the area. Contractors are required by the OSHA standard [29 CFR 1926.1101(k)(3)(iii)] to inform William Paterson University within 10 days of the completion of abatement and construction work of the current location and quantity of PACM and/or ACM remaining in the area and final monitoring results, if any. If contractors discover ACM and/or PACM during work for William Paterson University, they are required to inform their William Paterson University contact within 24 hours of the discovery of the presence, location and quantity of such newly discovered ACM and/or PACM.

8.3 SURVEYS AND INSPECTIONS

Inspections will be performed by licensed asbestos inspectors using practices in accordance with industry standards and will yield information such that a hazard assessment (see Section 3.3) can be performed.

8.4 WASTE MANAGEMENT

Proper waste handling, storage and disposal will be performed for all ACM containers or responsible for ensuring that asbestos waste materials are disposed of at landfills licensed to accept ACM or asbestos containing waste materials.

8.5 LABELING

The abatement contractor shall post warning signs in areas where asbestos abatement is being carried out in accordance with requirements outlined in 29 CFR 1910.1101, and applicable state regulations. Warning signs that demarcate the regulated area will be provided by the contractor and will be posted at such a distance from the regulated area so that personnel authorized to enter the area may read the signs and take necessary protective steps before entering. The signs will include the following information:

DANGER
ASBESTOS
CANCER AND LUNG DISEASE HAZARD
AUTHORIZED PERSONNEL ONLY

Where respirators and protective clothing are required in the regulated area, the sign will also note such requirements.

9. EMERGENCY RESPONSE PROCEDURES

The following emergency response procedures are to be followed in the event of human exposure to an asbestos hazard.

9.1 NOTIFICATION OF EMERGENCY PERSONNEL

Physical Plant Engineer/Designated Coordinator via 973-720-2142

9.2 ASBESTOS RELEASE ACTION PLAN

A friable asbestos release may include debris found on a horizontal surface, water or physical damage to ACM or other evidence of fiber release. Upon identification of a friable asbestos release, the asbestos coordinator will be notified, access to the area will be restricted, and the following procedures will be followed:

If less than three square or linear feet of friable ACM is released:

- Notification to the NJ DEP BWP will be provided
- The debris is saturated using wet methods;
- The area is cleaned;
- The asbestos debris is placed in a sealed, leak-tight container; and,
- The area of damaged ACM is repaired.

These response actions will be carried out by a contracted, accredited asbestos worker. If greater than three square or linear feet of friable ACM is dislodged:

- Notification to the NJ DEP & HSS will be provided;
- Entry into the area is restricted and signs posted to prevent entry into the area;
- The HVAC system is shut off or temporarily modified to prevent the distribution of fibers into other areas in the building; and
- The response action is designed and conducted by accredited asbestos contractors.

9.3 INCIDENT REPORTING

Any incident, accident, or emergency where asbestos fibers may have been released must be immediately reported to the PPO. The reporting of an incident will then be conducted, as warranted, in accordance with applicable federal and state requirements.

10. RECORD KEEPING

Copies of records pertaining to asbestos management activities at William Paterson University shall be maintained at the PPO office to document compliance with the requirements of the AMP. These records should be made available to custodial, regulatory or emergency personnel upon request and should be kept for a prescribed period of time. The originals of records shall be maintained at the campus Facilities office.

10.1 PERSONNEL TRAINING RECORDS

PPO will serve as in-house contact for training and will maintain copies of training records. The Facilities Department will also maintain duplicate copies of training records. The completion of all training by maintenance and custodial workers and other related William Paterson University personnel will be documented and will include:

- The person's name and job title;
- The date that training was completed;
- The location of the training; and,
- The number of hours completed in the training.

10.2 ASBESTOS INVENTORY

PPO will maintain records on the presence, location and quantity of ACM and PACM in University buildings and facilities. These records will be kept for the duration of ownership and transferred to successive owners. At least every five years, all areas where ACM has been identified shall be re inspected for changes in its condition.

10.3 INFORMATION REGARDING ASBESTOS REMOVAL PROJECTS

Facilities manages/coordinates, approves, schedules and inspects all asbestos related activities conducted at the campus. PPO will maintain survey or abatement related records. Facilities will forward records of asbestos removal to the PPO department, and PPO will maintain the copies of the disposal activity records. PPO will maintain all waste shipment records for a period of at least two years following the removal of asbestos. The following information will be recorded for each response action or preventative asbestos measure:

A written description of the measure or action, including the method used;

- The location where the measure or action was taken;
- Reasons for selecting the measure or action;
- The start and completion dates of the work;
- The names and addresses of all workers and contractors involved with the work (if applicable);
- The State, accreditation number, and training provider name of all contractors involved with the work (a copy of the certificate);
- If ACM is removed, the name and location of the ACM storage or disposal site;
- Documentation of notification to DEP and DOS;
- Personal and area air monitoring results (e.g., clearance air samples); and
- Final exposure monitoring results (if applicable).

10.4 CONTRACTS AND LICENSES OF PERSONS WORKING ON ASBESTOS-RELATED PROJECTS

Only contractors licensed by the New Jersey Department of Labor to perform asbestos activities shall be used. Facilities will maintain the contracts and licenses of personnel performing work on asbestos-related projects in their office. The Facilities department will forward the contracts and licenses of persons working on asbestos-related projects to PPO. The records will be available to regulatory or emergency personnel upon request.