

Union College Plant Service

Asbestos Management Plan

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1. Introduction

- A. Union College has developed an Asbestos Management Program to insure compliance with all applicable State and Federal Regulations.
- B. All identified asbestos containing thermal system insulation in mechanical rooms, utility tunnels and other areas where asbestos has the potential to be disturbed by maintenance activities will be marked with asbestos warning labels.

2. Asbestos Coordinator

- A. The College shall appoint an Asbestos Coordinator to oversee all asbestos survey and abatement activities.
- B. The Asbestos Coordinator is Don Murray Ext. 2381
- C. The duties of the Asbestos Coordinator will include the following.
 1. Development and implementation of the College's Asbestos Management Program.
 2. Development and implementation of the College's Asbestos Awareness Training Program.
 3. Review of renovation and demolition projects to insure compliance with applicable Local, State and Federal Regulations.
 4. Supervise asbestos surveys and building inspections.
 5. Coordination of asbestos abatement activities at the College by outside contractors.
 6. Maintenance of training, survey and asbestos abatement records.

3. Asbestos Building Surveys and Inspections

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- A. The College will conduct a complete asbestos survey and inspection of any and all parts of any facility to be demolished or renovated.
 1. The College will conduct a complete survey and inspection of all buildings on campus to determine the presence of asbestos containing material.
 - a. The building survey will be used to determine the impact of proposed demolition/renovation projects on identified asbestos containing material.
 - b. The College will develop a proactive inspection and management plan for all asbestos containing materials identified in the building survey.
 2. Asbestos building surveys will be accessible to College Faculty, Staff and Students during normal business hours in the Plant Services Office.
 - B. All asbestos surveys and inspections will be conducted by a contracted person trained, certified and licensed by the appropriate State agency.
 - C. All suspect asbestos containing material (any thermal system insulation and surfacing material found in buildings constructed no later than 1980) will be considered 'presumed asbestos containing material' until bulk samples of the material have been analyzed by an accredited laboratory and shown to contain less than 1% asbestos.
4. Asbestos Awareness Training
- A. All Maintenance Services and Housekeeping employees of the College will be required to attend Asbestos Awareness Training sessions on an annual basis.
 - B. The College Asbestos Coordinator will maintain records of employee participation.
 - C. The Asbestos Awareness Training will cover the following topics.
 1. What is asbestos.
 2. Uses of asbestos.
 3. Important definitions.
 4. Identification of asbestos containing materials.
 5. Health effects of asbestos exposure.
 6. Laws regulating asbestos.
 7. Where asbestos can be found at the College.
 8. When is asbestos potentially hazardous?
 9. Asbestos removal techniques.
 10. Abatement alternatives.
 11. Storage, transport and disposal of ACM.
 12. Discussion of UC's Asbestos Management Plan.
5. Demolition and Renovation Projects

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- A. The College Asbestos Coordinator will review all Facilities Planning demolition and renovation projects to be completed by outside contractors for the potential to disturb suspect asbestos containing material.
 - B. Work Orders will be reviewed for the potential to disturb suspect asbestos containing material .
 - C. The College will sample any suspect asbestos containing material which could be affected by demolition and/or renovation activities. No work will be initiated until:
 - 1. Sample results confirm that the area of the facility to be affected does not consist of ACM; or
 - 2. All required ACM has been removed by a certified, licensed Asbestos Abatement Contractor.
 - D. Any and all demolition and renovation work must immediately cease if ACM is encountered during any project at the College. Work may not resume unless and until the suspect ACM has been sampled, and
 - 1. has been shown not to contain asbestos; or
 - 2. has been shown to contain asbestos and has been removed by a certified, licensed Asbestos Contractor.
6. Asbestos Removal Operations
- A. The College Asbestos Coordinator will contract with a certified, licensed Asbestos Contractor for the stripping, removing, waste disposal and handling of all ACM during renovation/demolition activities. All persons working on any asbestos abatement project at Union College will be licensed and/or certified by the Nebraska Department of Health.
 - B. All asbestos abatement projects will comply with all Local, State and Federal Regulations.
 - C. A detailed description of the project work scope, including the amount in linear or square feet of ACM to be abated, exact location and type of the material, and whether or not a contained work site will be established will be prepared by the Asbestos Coordinator.
 - D. Clearance Air Sampling will be provided by the Asbestos Contractor and kept on file in the Plant Services Office.
7. Maintenance of Asbestos-Containing Flooring Materials
- A. The following work practices relating to the maintenance of asbestos containing flooring materials are required:
 - 1. Sanding of asbestos-containing flooring materials is prohibited.
 - 2. Stripping of finishes will be conducted using low abrasion pads at speed lower than 300 rpm and wet methods. Stripping of unwaxed or unfinished asbestos-containing flooring is prohibited

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3. Burnishing or dry buffing may be performed only on asbestos-containing flooring which has sufficient finish so that the pad cannot contact the flooring material. In most cases, at least three layers of wax will provide that margin.

B. Removal of Asbestos-Containing Floor Tile

1. Unbroken, Loose floor tiles may be wetted and placed in properly labeled, double bags or left in place and removed by outside contractor.
2. Broken, chipped, cracked or crumbling floor tiles will be considered friable ACM and will be removed by a licensed contractor.

8. Record Keeping

- A. Signed manifests returned from asbestos disposal facilities will be maintained by the College Asbestos Coordinator.
- B. Copies of all notifications will be maintained by the College Asbestos Coordinator.
- C. Information regarding small scale asbestos removal projects (less than 50 square feet/ 50 linear feet) will be maintained by the Asbestos Coordinator.

1. Location where ACM was removed.
2. Amount of non-friable ACM removed
3. Name and address of abatement contractor
4. Name and address of disposal facility.

- D. Information describing the procedures employed for disposal of all asbestos removed during any operation that is subject to Local, State or Federal Regulations will be maintained by the Asbestos Coordinator.

1. The date of the completion of the removal operation.
2. The quantity of friable asbestos material removed.
3. The asbestos packaging procedures.
4. The location of the disposal and disposal procedures employed at such location.
5. Copy of the shipping manifest.