



WASHINGTON MILITARY DEPARTMENT POLICY

Safety Policy 01-105-06

ASBESTOS

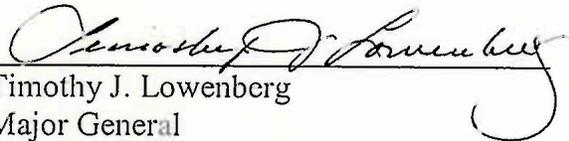
1. **PURPOSE:** To protect workers from the risks associated with exposure to asbestos.
2. **APPLICABILITY:** All state employees and volunteers of the Washington Military Department. This policy does not apply to guardsmen on state active duty or federal personnel to include Active Guard Reserves (AGRs), traditional guardsmen in a federal military status or military technicians.
3. **REFERENCES:**
 - a. WMD Policy 01-090-05 Personal Protective Equipment
 - b. WMD Policy 01-050-05 Respiratory Protection
 - c. WMD Safety Program Manual Section 10
 - d. Chapter 296-62 -077 WAC, ASBESTOS, TREMOLITE, ANTHOPHYLLITE, AND ACTINOLITE
 - e. Chapter 296-65-030 WAC, Asbestos – Methods of Compliance
 - f. WISHA Regional Directive 23.10 Occupational Exposure To Asbestos
4. **POLICY:** The Washington Military Department recognizes the potential long term health dangers associated with exposure to asbestos.

Each facility and site manager shall ensure protection of staff, vendors and visitors through implementation and enforcement of this policy. Where either the time weighted average and/or excursion limit is exceeded, a written program shall be established and implemented to reduce employee exposure to or below the permissible exposure limits by means of engineering and work practice controls as required by WAC 296-62-07713(1) and by the use of personal protective equipment and respiratory protection where required.

- a. **General Requirements**
 - (1) Designation of The Capital Crew Project Manager to manage and monitor the WMD state asbestos program.
 - (2) Sampling of suspected asbestos containing materials for potential airborne asbestos fiber.

- (3) Coordination through the Construction Facility Maintenance Office (CFMO) for projects involving asbestos removal, renovation where exposure to airborne asbestos may result, and maintenance and repairs where asbestos is present.
- (4) Whenever Department employees perform work practices and engineering controls for small-scale, short-duration asbestos removal and encapsulation wishing to be exempted from the requirements of WAC 296-62-07712 shall comply with the provisions of WAC 296-62-07709.
- (5) A certified asbestos supervisor shall not be required for projects consisting of less than 3 square feet or 3 lineal feet of asbestos-containing material (WAC 296-65-030).
- (6) Record-keeping procedures as set forth in WAC 296-62-07727. Written plans (MIL FORM 916) shall be developed, reviewed and updated as necessary to establish or reflect significant changes in the status of the facility / work site compliance program.

This policy will be reviewed and updated on a regular as needed basis.


Timothy J. Lowenberg
Major General
The Adjutant General
Director, Washington Military Department

23 March 2006
Date



WASHINGTON MILITARY DEPARTMENT PROCEDURE

Safety Procedure 01-105-06

ASBESTOS

The Department recognizes the inherent danger of friable asbestos containing materials and recognizes the importance of correct disposal procedures and the prevention of employee or public exposure to air borne asbestos contaminants.

1. RESPONSIBILITIES

a. Asbestos Manager

- (1) Maintains the Asbestos Management and Control Plan (MIL FORM 916)
- (2) Manages or oversees emergency asbestos abatement or clean up activities
 - (a) File notice with Labor and Industries per WAC 296-65-020 within three working days of starting work.
 - (b) Notify the Environmental Protection Agency (EPA) administrator or control officer of the Local Air Pollution Control Agency (LAPCA) having jurisdiction and request ten day notification waiver.
 - (c) Post a notice at the job site which clearly describes the nature of the emergency project.
 - (d) Verify worker / contractor compliance with occupational health and safety regulation, to include asbestos standard WAC 296-62-077.
 - (e) Verify compliance with National Emissions Standards for Hazardous Air Pollutants (NESHAPS) 40 CFR Part 61.
 - (f) Notify applicable employee bargaining unit or employees' representative if emergency project work is to be performed by in-house employees.
 - (g) Verify posting of required certifications, permits or other necessary documents.
 - (h) Verify proper waste disposal and provide project documentation as required.
- (3) Oversees work performed by outside contractors.
- (4) Maintains detailed records of asbestos worker exposures, monitoring results, and will provide copies to employee within 5 days of receiving analysis from the lab.
- (5) Maintains detailed records of non-asbestos worker exposures and provide copies to affected individual with 15 days of receipt. Any employee exposed at or above the Permissible Exposure Limit (PEL) will be advised of and offered medical surveillance.
- (6) Will ensure confidential medical records such as x-rays, results of medical procedures, questionnaires etc. are maintained and stored through a Physician or Licensed Health Care Professional (PLHCP) for the duration of employment plus 30 years consistent with WMD Policy 01-050-05 Respiratory Protection.

- (7) Maintains other pertinent documents.
- b. Certified Asbestos Supervisor shall
 - (1) Establish the negative-pressure enclosure, mini-enclosure, glove bag, or any other engineering control used in an asbestos removal or encapsulation operation
 - (2) Ensure the integrity of the control being used;
 - (3) Supervise any employee monitoring required by the standard;
 - (4) Ensure that all employees involved in removal or encapsulation of asbestos wear the appropriate protective equipment, are trained in the use of appropriate methods of exposure control, and use the hygiene facilities and decontamination procedures specified in the standard;
 - (5) Ensure that engineering controls in use are in proper operating condition and are functioning properly.
 - (6) Provide direct, on-site supervision for an asbestos project.
 - (a) When an asbestos abatement project is conducted in WMD facilities by its own certified employees, supervision may be performed in the regular course of certified asbestos supervisors' duties.
 - (b) Asbestos workers must have access to and be under the control of a certified asbestos supervisor throughout the duration of the project.
- c. Supervisor shall
 - (1) Coordinate employee use of respirators with agency respiratory program administrator.
 - (2) Prohibit voluntary use of personal or agency owned respirators of any type.
- d. Employee shall
 - (1) Receive a minimum 2 hour training in asbestos awareness if they perform janitorial, repair and maintenance, construction, or other duties that potentially could disturb asbestos containing materials
 - (2) Be trained as Certified Asbestos Workers prior to any maintenance or construction activities that disturb asbestos containing materials.

2. PROGRAM MANAGEMENT

- a. The asbestos management plan for the Washington Military Department is divided into four parts
 - (1) Identification. Using EPA standards 40 CFR Part 763 (AHERA), all buildings shall be physically inspected for the presence of asbestos, identify and document findings, assess the condition and potential for disturbance of asbestos containing materials. A sufficient response plan shall be developed to protect human health and the environment. To maximize asbestos control efforts within budgetary constraints, the least burdensome response-action method is to be selected.

- (a) Removals - where asbestos containing materials can not be feasibly enclosed and require an immediate response-action. The materials are to be abated.
 - (b) Enclosure - where asbestos containing materials are beyond feasible encapsulation or repair, but can be enclosed for later removal by constructing a barrier.
 - (c) Encapsulation - when it is not feasible to remove the asbestos and minimal risk of disturbance exists, materials are to be encapsulated.
- (2) Surveillance - at pre-determined intervals materials are re-inspected based on accessibility, condition, friability, location and percentage of asbestos in the material and the response-action plan is to be modified accordingly.
 - (3) Awareness – the notification of building managers of any asbestos containing materials within their facilities.
 - (a) Outside contractors bidding or preparing to perform State facility work are to be provided asbestos survey reports and other pertinent information to minimize accidental exposures.
 - (b) Employees that perform janitorial, repair and maintenance, construction, or otherwise perform duties which potentially could disturb asbestos containing materials are to receive a minimum 2 hour training in asbestos awareness in compliance with 29 CFR 1926.1101, Class IV.
 - (4) On-going – proactive efforts will be made to remove asbestos containing materials at each opportunity through new construction and remodels, facility repairs and necessary upgrades.

3. SITUATIONAL PROCEDURES

- a. There are many variables that can impact any given situation. For this reason the procedures provided here are intended to serve as guide. Detailed options or mandatory procedures are referenced as indicated.
 - (1) Damage and accidental exposures - The primary concern in all cases where there exists a potential for air borne release of asbestos fibers due to damage or discovery of an asbestos containing material in poor condition, is to minimize human exposure and containment. The following are designed to minimize the hazards:
 - (a) Stop any work or process that will continue to disturb the asbestos or suspected asbestos containing materials.
 - (b) Clear the area or building as appropriate; do not allow entry to the affected area(s).
 - (c) Seal off / isolate / contain the room or area.
 - (d) Shut down the HVAC system or fan system including exhaust fans, close doors and windows, minimize air flow to / from the affected area.
 - (e) Place signs, barriers or other appropriate warnings to deter entry. Signage or warnings do not have to be official – simply functional.

- (f) Do not attempt clean up activities unless asbestos trained and certified.
 - (g) Notify your supervisor who will contact the asbestos manager.
- (2) Emergency clean up or abatement – May be accomplished in-house or by emergency contract depending on the risk to public / employee health, safety hazards, scope of work, time constraints etc.
- (a) An emergency project is defined as;
 - 1) There was a sudden, unexpected event that resulted in a public health risk or safety hazard;
 - 2) The project must proceed immediately to protect equipment, ensure continuous vital utilities, or minimize property damage.
 - 3) Asbestos-containing materials were encountered that were not identified during the asbestos survey; or
 - 4) The project must proceed to avoid imposing an unreasonable burden.
 - (b) In-house asbestos work
 - 1) The asbestos manager shall be notified of any asbestos work to be performed prior to commencement of work.
 - 2) Work that does not require EPA, LAPCA, or L&I notifications will be performed per the asbestos manager's direction.
 - 3) All other asbestos work will be considered an "Asbestos Project" as defined in WAC 296-65 and shall be subject to all rules, regulations and notification requirements as applicable by the jurisdiction having authority:
 - a) A certified asbestos supervisor is required for all Class I and II asbestos projects involving more than three square feet or three linear feet in accordance with WAC 296-62-07728 (4).
 - b) No employee or other individual is eligible to do work or supervise an asbestos project without being issued a certificate by the Department of Labor and Industries.
 - c) Employees performing Class I or Class II asbestos work must be certified asbestos workers as specified in WAC 296-62-07722.
 - d) Employees performing Class III or Class IV asbestos work specified by WAC 296-62-07722 as an asbestos project shall be certified asbestos workers.
 - e) EPA/LAPCA, L&I notifications, Worker/supervisor certifications, air monitoring results, and any other applicable permits or notifications shall be posted at the project site and available for inspection as required.

g) Any construction, renovation, remodeling, maintenance, repair, or demolition which was started without meeting the above requirements as specified in WAC 296-65-030 must be halted immediately and cannot be resumed before meeting such requirements.

4) Outside contractor

a) Notification requirements, worker certifications, safety, exposure monitoring, methods, and disposal as defined by the governing rules and regulations of the authority have jurisdiction for asbestos work performed by an outside contractor shall be the same as those applicable to in-house asbestos work with the following additions:

1. Before submitting a bid or working on an asbestos project, any person or individual must obtain an asbestos contractor certificate as provided in WAC 296-65-017 and must have in its employ at least one certified asbestos supervisor responsible for supervising all asbestos projects undertaken by the contractor.
2. No person may assign any employee, contract with, or permit any individual, to work on an asbestos project as specified in WAC 296-62-07722 in any facility without the project being performed by a certified asbestos worker.
3. General Administration rules governing services, contracting, bonding, wages, and performance issues, or small works roster are applicable. Rules governing contracting out from General Administration and Department of Personnel may also be applicable.

4. RESPIRATORY PROTECTION / MEDICAL SURVEILLANCE

- a. Respiratory protection program WAC 296-62 Part E, WAC 296-842. Except the voluntary use of a dust mask when no respiratory hazard exists, and loose fitting escape-only respirators, any employee that wears any type of respirator for any reason shall be covered under the Washington Military Department Respiratory Protection Policy 01-050-05.
- b. Any employee who wears a tight fitting respirator must be physically able to do so as determined by a physician or licensed health care professional. This applies if respirator use is voluntary or required.
- c. Anyone exposed at or above the permissible exposure limits for asbestos must be placed under medical surveillance WAC 296-62-07725. Any employee that does not have an approved clearance by a PLHCP to wear a respirator is prohibited from wearing a respirator or performing asbestos work (Medical Evaluation WAC 296-842).

5. PUBLIC SAFETY EXPOSURE CONTROL

All classes of asbestos work shall only be performed within containment or a regulated area.

- a. These areas shall be conspicuously marked, barricaded or have some other form of demarcation.
- b. Access within regulated areas (weather work in progress or not) shall be limited to persons authorized by the Washington Industrial Safety and Health Act WAC 296-62-07711.

6. ADDITIONAL SAFETY CONSIDERATIONS

- a. The normal / preferred method of asbestos removal is the "wet method" that requires saturating the materials, usually with an amended water solution before disturbing the matrix or asbestos bonding agent for removal. Depending on the location and circumstances, the addition of water to the work area can create significant hazards.
- b. Workers, inspectors and persons authorized to enter the regulated area should receive training in:
 - (1) Electrical Lock out / tag out procedures, use of electrical ground fault circuit interruption systems, grounding and relevant electrical hazards consistent with WMD Policy 01-115-06.
 - (2) Briefed repeatedly on working in wet environment (especially with soapy water over plastic etc.). fall hazards, trip hazards,
 - (3) Using electrical power equipment in a wet environment.
 - (4) Heat exhaustion or work limits within an enclosed space wearing full body protective equipment.
 - (5) Specific safety considerations relevant to the job / work site.

7. DEFINITIONS

Action Level - An airborne concentration of asbestos of 0.1 fibers per cubic centimeter (f/cc) of air calculated as an eight-hour time-weighted average

Asbestos - Includes chrysotile, amosite, crocidolite, tremolite asbestos, anthophyllite asbestos, actinolite asbestos, and any of these minerals that have been chemically treated and/or altered.

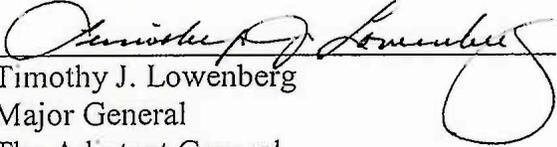
Authorized Person - Any person authorized by the employer and required by work duties to be present in regulated areas.

Certified Asbestos Supervisor – means an individual certified by the Department under WAC 296-65-012. This person shall be capable of identifying existing asbestos hazards in the workplace and have the authority to take prompt corrective measures to eliminate them, as specified in WAC 296-62-07728 (4) & (5).

Certified Asbestos Worker – means an individual certified by the department under WAC 296-65-010.

Excursion Limit - An exposure to an airborne concentration of Asbestos in excess of 1.0 fiber per cubic centimeter of air as averaged over a sampling period of thirty minutes.

This procedure will be reviewed and updated on a regular as needed basis.



Timothy J. Lowenberg
Major General
The Adjutant General
Director, Washington Military Department

23 March 2006
Date