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# EAST TENNESSEE STATE UNIVERSITY

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## Facilities Management

**Policy Number:** 700.15

**Title:** Asbestos Policy

**Implementation Date:** 2005

**Last Revised:** September 9<sup>th</sup>, 2016

**Last Audited:** July 24<sup>th</sup>, 2023

### **Introduction:**

Asbestos is the name given to a number of naturally occurring, fibrous silicate minerals used as an acoustic insulator, in thermal systems insulation, fire proofing and other building materials. Asbestos is made up of microscopic bundles of fibers that may become airborne when asbestos containing materials (ACM) are damaged or disturbed. When these fibers get into the air they may be inhaled into the lungs.

### **Categories of Asbestos Containing Material (ACM):**

**Friable ACM** means any material which contains more than 1 percent asbestos and can be crumbled, pulverized, or reduced to powder by hand pressure.

**Non-friable ACM** means any material which contains more than 1 percent asbestos and cannot be pulverized under hand pressure.

### **Training:**

ETSU personnel involved in asbestos abatement work, inspecting, or supervising asbestos workers shall receive initial and annual training required by regulations. It is the responsibility of the departmental supervisors to notify EH&S of the need for new-hire training. The Health and Safety Specialist is responsible for providing annual Asbestos Awareness training for new and existing maintenance and custodial staff.

### **Surveys & Sampling:**

Environmental Health & Safety (EH&S) is responsible for the sampling and analysis of suspected asbestos material. Analysis of sampling will be kept on file with EH&S.

### **Encountering Asbestos or Suspect Asbestos:**

Contractors, maintenance personnel, and individuals performing work at ETSU are responsible for ceasing operations once asbestos containing materials or suspected asbestos materials are encountered or disturbed. EH&S will evaluate to determine the appropriate response.

### **Abatement:**

Certified ETSU personnel may conduct the removal of non-friable asbestos if the work involves less than 160 square feet or 260 linear feet. Certified ETSU personnel may conduct the removal of friable TSI if the work involves less than 10 square feet or 25 linear feet. All work will be coordinated to insure minimal exposure to students, faculty, staff and public. Certified personnel must receive approval from EH&S prior to any abatement activities and must complete an Asbestos Removal Tracking Form (Appendix A) for all abatement work. This completed form must be submitted to EH&S monthly. All abatement work will follow the guidelines using appropriate methods. In some cases, removal of asbestos may not be necessary or be the best response action.

Campus renovation projects involving asbestos abatement will utilize certified asbestos abatement contractors. Abatement monitoring shall include air sampling inside and outside containment, and clearance sampling. Clearance air sample results will be communicated to and sent to EH&S before occupancy.

### **Disposal:**

Certified asbestos abatement workers will mark the bags appropriately for disposal. Certified asbestos contractors will dispose of asbestos to the landfill as required by EPA and DOT regulations. Once disposed, the contractor is required to send the manifest to EH&S.

### **Contact Persons**

Associate Vice President  
Director of Environmental Health and Safety  
Health and Safety Specialist

**Approved by:** \_\_\_\_\_  
Laura Bailey, Associate Vice President, Capital Planning and  
Facilities Services

**Date approved:** \_\_\_\_\_

Audited: August 16<sup>th</sup>, 2016  
May 7<sup>th</sup>, 2019  
July 6, 2020  
July 13<sup>th</sup>, 2021  
July 24, 2023

Revised: December 10<sup>th</sup>, 2013  
September 9<sup>th</sup>, 2016

## Appendix A

### Asbestos Removal Tracking Form

Indicate on the table below the asbestos containing materials to be removed or repaired.

<u>Date</u>	<u>Building</u>	<u>Location</u>	<u>Item/Materials</u>	<u>Quantity/Units</u> (LF/SF)	<u>Worker's</u> <u>Initials</u>

Send form to EH&S every month