PLAINTIFF'S EXHIBIT

UC-3685

D R A F T

ASBESTOS CONTAINING MATERIAL REMOVAL AND DISPOSAL

PURPOSE

Establish the minimum requirements for the removal, cleanup, and disposal of materials containing asbestos.

DEFINITION

For the purpose of this procedure, asbestos shall be defined as any material that contains asbestos.

INTRODUCTION

This procedure has been written to comply with all applicable OSHA and UCC Requirements and Regulations. Compliance with this procedure will prevent any employee from becoming exposed to airborne concentrations of asbestos fibers which may be hazardous to his/her health.

PROCEDURE

Pre-Job Planning - Asbestos Insulation Removal

- The responsible craft supervisor shall consult with the owner of the piping or equipment from which the insulation is to be removed to determine if the insulation contains asbestos.

- If it cannot be determined that the insulation material contains asbestos then this procedure shall be followed to prevent employee exposure.

- The Craft Supervisor responsible for the job shall notify the Industrial Hygiene Representative to inform him/her that asbestos insulation is going to be removed. The Supervisor shall provide the Industrial Hygienist with the following information:

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a) Location of job
b) Date and time job will begin and estimated time for completion
c) Amount of insulation to be removed
d) Total number of employees involved

- If the Industrial Hygiene Representative cannot be contacted, the Craft Supervisor shall contact the responsible Tech Center Safety Department Representative.

- All employees assigned to the asbestos insulation removal project shall be informed that they will be working with asbestos and that this procedure will be followed.

Other Material Containing Asbestos

- Any assignment that requires an employee to handle asbestos containing materials must be reported to the Industrial Hygiene Department. The appropriate line supervisor and the IH representative will conduct a safety and health review of the job to assure that action is taken to protect all employees from harmful levels of asbestos dust. This review is for the initial task; review is not required each time the task is repeated unless determined necessary by the supervisor.

Specific Requirements - Special Clothing

- Disposable-type coveralls shall be worn by all employees involved with the removal and cleanup of asbestos.

- These coveralls shall have elastic in the neck opening, arm sleeves, and pant legs. This is the only type of clothing acceptable for this type of work.

- Disposable head covering shall be worn at all times while in the restricted area where asbestos is being removed and/or cleaned up, or disposable coveralls with hoods can be worn if disposable head covers are not available.

- Rubber of neoprene overshoes or boots shall be worn by all employees any time asbestos is handled. These boots must be washed and cleaned with water before they are removed from the job site or restricted area.

- Gloves are not required by employees when they are removing or cleaning up asbestos. However, suitable gloves for performing this type of work will be available through the Craft Supervisor. Any gloves worn to remove asbestos must be disposed of and must not be used again outside the restricted area.

- Respiratory equipment shall be worn by all employees while they are removing their protective clothing at the job site.

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Training

- All Services Department employees shall be trained every two years in the hazards of asbestos and the requirements of this procedure.

Supervisor(s) Report

- The Craft Supervisor responsible for the job shall complete a Supervisor's Report (Attachment A) for each job involving the removal and disposal of asbestos insulation.

- Upon completion of the report the Supervisor shall (1) send the original report to the Safety Department where it will remain on file and (2) make one copy to be kept on file by the Supervisor. The Safety Department will provide Industrial Hygiene with a copy of each report.

General Requirements

- The entire work area shall be considered a restricted area and shall be roped off with yellow barricade tape sufficiently to protect all employees working in the general area from asbestos exposure.

- Warning signs shall be posted on all sides of the area to warn all employees of the asbestos hazard. These signs and the barricade tape shall remain in place until the job is completed.

- The warning signs shall read:

ASBESTOS
DUST HAZARD
AVOID BREATHING DUST
WEAR ASSIGNED PROTECTIVE EQUIPMENT
DO NOT REMAIN IN THE AREA UNLESS YOUR WORK REQUIRES IT
BREATHING ASBESTOS DUST MAY BE HAZARDOUS TO YOUR HEALTH

- These signs and the yellow barricade tape are available from the Tech Center Safety Department at Building 725.

- All employees assigned to asbestos removal projects shall wear approved respiratory protective equipment.

- All employees assigned to this type job who are required to wear respiratory protective equipment must be trained in the proper use, care, and limitations of this equipment in accordance with the Tech Center Respiratory Protection Program.

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- Asbestos must be wetted prior to removal and kept wet until disposal is accomplished. If for any reason asbestos cannot be wetted, then all employees assigned to that project shall be required to wear a full facepiece air-supplied respirator.

- Asbestos must not be dropped or thrown to the ground. It must be lowered to the ground by using a suitable container in order to prevent the creation of unnecessary dust.

- All asbestos removed and related waste materials shall be placed in impermeable, labeled plastic bags. The caution label on the bag shall read:

CAUTION
CONTAINS ASBESTOS FIBERS
AVOID CREATING DUST
BREATHING ASBESTOS DUST MAY CAUSE SERIOUS BODILY HARM

These bags are available in the Building 725 Storeroom. If for any reason these bags are not available, asbestos containing waste materials may be placed in any impermeable plastic bag as long as a caution tag is attached which states the same warning found on the asbestos disposal bags. Plastic bags labeled "asbestos" must be used for asbestos removal/disposal only.

- No employees shall be allowed to leave the restricted (barricaded) area while wearing asbestos contaminated clothing.

- Contaminated clothing shall be disposed of at the end of each day or upon completion of the job if the job takes less than one day. This clothing shall always be disposed of in the proper disposable bags.

- Any reusable equipment such as supplied air respirators which require cleaning after each use shall be placed in plastic bags and identified as contaminated before being taken to the Tech Center Safety Department for cleaning.

Disposal

Properly labeled and bagged asbestos will be disposed following Tech Center Waste Handling Procedure (6.1) of E&TS Environmental Protection Procedures Manual.

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Monitoring

- The Industrial Hygiene Representative shall perform monitoring on those projects involving the removal, cleanup and disposal of asbestos containing material as determined necessary based on the information provided to them by the Craft Supervisor.

- Monitoring will be performed to represent with reasonable accuracy the levels of asbestos exposure to all employees.

- Monitoring reports prepared by Industrial Hygiene will be issued to the Craft Supervisor, Craft Superintendent, Department Safety Coordinator, Department Head, and Safety Department.

- An employee involved in the removal, cleanup and disposal of asbestos containing material shall be given an opportunity to review his/her monitoring records when such a request is made through the Craft Supervisor.

- If monitoring reveals that an employee has been exposed to asbestos over the OSHA allowable limit, that employee will immediately be notified of his/her exposure by the Craft Supervisor. Industrial Hygiene and the appropriate line supervisor will investigate all over-exposures.

- Monitoring data and reports shall be maintained by the Industrial Hygiene Department.

RES/lt

0314H
August 16, 1985

Attachment

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Attachment A

ASBESTOS INSULATION REMOVAL AND DISPOSAL
SUPERVISOR'S REPORT

Location of Job _____

Date(s) Job Performed _____ to _____

Description of Job _____

_____

Amount of Asbestos Insulation Involved _____

_____

Location of Asbestos Insulation Disposal _____

_____

Signature of Employee(s) Involved (if more spaces are needed, use back of page)

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Type of Respiratory Equipment Used _____

Check If Insulation Was Not Wetted Down _____

Supervisor_____

Date_____

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