

Code: EBAB
Approved: 6/19/06

Hermon School Department

Operation and Maintenance Policy for Asbestos

The Hermon School Department will perform an inspection and rate the asbestos containing material (ACM) to develop building diagrams showing amounts and locations of ACM. After the inspection, a plan will be developed to systematically remove/repair the materials in bad shape and to maintain the materials in good shape until a major renovation/demolition activity takes place. This will involve prioritizing the materials for the plan with "1" being the worst (high potential for fiber release) and "5" being the best (very low potential for fiber release).

The Transportation/Maintenance Supervisor is the Asbestos Coordinator.

Custodial staff receive two hours of awareness training within sixty days of employment. This training includes a video that explains the uses of asbestos and its health effects in conjunction with a walk through of the facilities pointing out all locations of ACM.

Any repair or removal of asbestos containing materials will be handled through contracted services.

Should there be a fiber release, custodial staff will seal off the area, and contact the Asbestos Coordinator. A licensed company will be engaged to resolve the problem.

Annually teachers, parents and/or guardians and building occupants will be notified that a management plan has been developed and is available for viewing during regular business hours at the Office of the Superintendent.

Should any outside contractors come on site, the Asbestos Coordinator will notify them as to the exact location of the asbestos and request that they not impact it.

Every six months a periodic surveillance will be conducted with documentation as to whether or not there has been any change in the condition of the ACM. In any areas where ACM is located and likely to be impacted, warning labels will be posted, i.e., boiler room, custodial closet.

A program to follow the recommendations of the Management Plan will be developed and a timeline and monies budgeted to deal with problem areas.

Every three years facilities will be inspected and plans updated to show any abatements as well as the current condition of ACM. If an abatement is performed by a licensed contractor, the contractor will provide the Hermon School Department with project records which will include a copy of disposal receipts, final air clearance documentation and the original design.

Standard operational procedures (SOPs) for maintenance of asbestos flooring materials, i.e., monitor under six months surveillance, no dry-high speed abrasive budding, keeping floors waxed, etc., will be overseen by the head custodian in each facility.