

Administrative Order

TITLE: Asbestos Abatement Program
(Renovations, Repairs and Demolition)

NUMBER: AO-07A

CANCELS: August 9, 2002

APPROVED: November 3, 2008

ORIGINATOR: Human Resources/Risk Management

REVIEW: November 3, 2011

I. Purpose and Scope

To delineate the department requirements and responsibilities necessary to ensure the establishment and effective operation of an *Asbestos Abatement Program*.

II. Definitions and References

- A. Public Law No. 95-596: *The Occupational Safety and Health Act (OSHA)*
- B. OSHA 29 CFR Part 1926.1101, Asbestos
- C. EPA 40 CFR Part 61, National Emission Standards for Hazardous Air Pollutants
- D. Chapter 469: Florida Statutes – Asbestos Abatement

III. Renovations and Demolition of County Facilities

- A. The County recognizes the hazards to health of employees and the public from “asbestos-containing materials” (ACMs) which may be present in County facilities and which can easily release friable asbestos particles when they are disturbed during renovation, repair or demolition activities. Therefore, each department is responsible for assuring that no employee engages in such activities without clearance from the County Safety & Health Officer, or designee.
- B. Plans for renovation, repair or demolition of any County facility must be reviewed by the County Safety & Health Officer, or designee, to determine if a comprehensive *Asbestos Assessment* must be performed, or if any other asbestos inspection should be performed. When an *Asbestos Assessment* or other inspection is performed, if any asbestos is found, there must be an *Assessment Management Plan* instituted for the abatement or avoidance of friable asbestos.
 - 1. Any facility constructed, in whole or in part, prior to 1981 must be considered to have “presumed asbestos containing materials” (PACMs) and an *Asbestos Assessment* will automatically be required prior to any renovation, repair or demolition activities. *This includes maintenance activities which involve disturbing PACMs.*
 - 2. Facilities constructed after 1980 may also have asbestos containing materials (ACMs). Prior to any renovation or demolition the proposed work must be reviewed by the County Safety & Health Officer, or designee, to determine if the work will create an asbestos exposure by disturbing any ACMs. Supervisors responsible for minor repairs and maintenance activities

must contact the County Safety & Health Officer, or his designee, to confirm that no ACMs are present before proceeding.

3. Facilities with prior asbestos assessment and management plans will submit to the County Safety & Health Officer for review. A copy of the *Asbestos Assessment and Asbestos Management Plan* along with facility blueprints and work description prior to any renovations.
4. Each department employing personnel who potentially may be involved in renovations, repairs or demolitions must provide all such persons with appropriate training and personal protective equipment (PPE) in compliance with OSHA and EPA standards. As a minimum, all such persons shall attend an *Asbestos Awareness* class conducted by the County Safety & Health Officer, or designee.

IV. Designated Responsibilities

- A. County Safety & Health Officer: The party designated by a department to evaluate building materials for potential asbestos must meet the OSHA and EPA standards for an *Asbestos Competent Person (ACP)*. This party may be the outside vendor described below, properly trained and certified departmental personnel or the County's Safety and Health Officer (as available). *NOTE: The County Safety & Health Officer shall be certified as an Asbestos Building Inspector and EPA AHERA Asbestos Abatement Supervisor.*

Special Note: The Asbestos Competent Person (ACP) shall be certified, as required under 29 CFR 1926.1101 (OSHA) and 40 CFR 61 (EPA). Specifically, the ACP must be a licensed Asbestos Building Inspector and an EPA AHERA-certified Asbestos Abatement Supervisor.

- B. *Comprehensive Asbestos Assessments:* A licensed outside vendor will be selected through a competitive RFP process to conduct comprehensive asbestos assessments, on an as needed basis, for all County facilities. Departments requiring these services will utilize funds from their department budgets and will coordinate services through the County Safety & Health Officer, or designee.
- C. *Asbestos Management Plans:* When an *Asbestos Assessment* indicates the presence of asbestos in a facility, the vendor performing the assessment will also be requested to develop an *Asbestos Management Plan* which will be retained by the department with the *Asbestos Assessment* as a permanent record. No renovations will be performed without first referring to the *Asbestos Management Plan* for the facility. The plan will be maintained in a manner which permits easy access by all project supervisors while the renovation is in progress.
- D. *Safety and Health Officer:* Copies of all *Asbestos Assessments* and *Asbestos Management Plans* will be provided to the County's Safety and Health Officer. Risk Management shall maintain these records on a permanent basis as a back-up to departmental records.

V. Reservation of Authority

The authority to issue and/or revise this Administrative Order is reserved to the County Manager.

Signed by: Peggy Busacca 11/3/08
Peggy A. Busacca, County Manager