



# Asbestos Management Policy

DEPARTMENT OF ENVIRONMENTAL HEALTH AND SAFETY  
11000 University Parkway  
Pensacola, FL 32514

## BOARD OF TRUSTEES POLICY

### THE UNIVERSITY OF WEST FLORIDA

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#### Environmental Health & Safety

**Rescinded Chancellor's Memorandum No: CM-N-17.02-03/00**

**Board of Trustees Policy No: BTP.EHS.2**

**August 19, 2002, Reviewed January 2013**

**SUBJECT:** Asbestos Management in University of West Florida Facilities

**AUTHORITY:** Sections 240.209(1), 255.551-255.565, 469.001-469.014, F.S.; FAC 381-40.002-016.

**POLICY/PURPOSE:** To provide guidelines for managing asbestos in University of West Florida facilities in accordance with applicable rule and regulations.

**Introduction:** Asbestos Abatement work must be conducted pursuant to approved procedures and requirements of appropriate regulating agencies as specified in Chapters 255 and 469, F.S.

All asbestos containing facilities are subject to monitoring and periodic inspections until all asbestos containing materials have been removed, and the removal and required records are documented. A current approved asbestos survey for each building and a campus-wide Asbestos Operations and Maintenance (O&M) Plan must be maintained, in accordance with state and federal regulations. In-place management, consistent with the O&M Plan, is the primary method of managing asbestos containing materials. Removal or other forms of response actions shall be required in advance of renovation/remodeling or demolition activities and in specific instances where O&M is deemed inappropriate. The scope of asbestos removal work shall include, to the extent reasonable, all friable and non-friable asbestos-containing materials within the area that is to be isolated during the removal process.

**Asbestos Contact Person:** The Asbestos Contact Person for the University is the Assistant Director of Environmental Health and Safety. He/She shall be responsible for administering asbestos projects and monitoring facilities containing asbestos materials. This person shall attend training courses as a "supervisor" by the State of Florida, and must participate in annual update courses.

**Asbestos Consultant:** Each asbestos removal project shall be conducted under the direction of a Florida licensed asbestos consultant who shall be responsible for (1) preparing asbestos surveys, O&M Plans, and bid documents, (2) evaluating the bidders qualifications and bid prices, and (3) air monitoring and inspecting performed work. The asbestos consultant selection shall be conducted in accordance with BTP.AED.2, Architect/Engineer Selection Process. The University President shall contract with the consultant as provided by BTP.AES.5, Competitive Negotiation.

**Asbestos Surveys:** Asbestos surveys meeting current State of Florida and federal requirements shall be conducted prior to any building renovation/remodeling or demolition. The University Asbestos Contact Person may authorize abbreviated sampling of suspect material for projects of less than 160 square feet or 260 linear feet and asbestos response actions related to O&M activities. Partial or limited surveys prior to renovation/remodeling projects may be permissible on a case-by-case basis.

**Asbestos Operations and Maintenance Plans:** The University shall develop, implement, and maintain an Asbestos O&M Plan for asbestos containing materials known or assumed to exist in the buildings as indicated by the asbestos survey. The O&M Plan will apply to all facilities identified as having or assumed to have asbestos containing material and shall be kept current and documented in accordance with state and federal requirements. The O&M Plan shall be maintained in the Department of Environmental Health and Safety.

**Project List:** The University shall maintain a list of asbestos abatement projects. This list shall be updated annually.

**Abatement Procedures:** No one should remove asbestos materials unless they have received training and accreditation DBPR. All work undertaken by university personnel shall comply with the approved O&M Plan and shall meet the same standards required of the licensed asbestos abatement contractor. If the work is greater in scope than 160 square feet or 260 linear feet, all applicable abatement contractor licensing and monitoring requirements shall be followed. Work conducted by university personnel shall be conducted in accordance with all federal and state requirements, including all notifications, training, monitoring, and documentation. Procedures outlined in the current version of 29 CFR part 1926 as well as requirements of the United States Environmental Protection Agency (EPA), Occupational Safety and Health Administration (OSHA), Department of Environmental Protection (DEP), and Department of Business and Professional Regulation (DBPR) and all other federal and state regulations shall be adhered to throughout all asbestos projects. In some cases, removal of asbestos containing materials may not be the best response action. In instances where the risk of exposure is low and costs of complete removal are prohibitive (e.g. asbestos vinyl floor tiles or asbestos roofing felt) the University shall determine the best management method. In no case shall any asbestos containing materials be disturbed without the EPA required asbestos survey. The University shall be responsible for administration and management of its asbestos program in accordance with all applicable laws. The University may choose to exceed the requirements of Chapters 255 and 469, F.S., for any project deemed appropriate.

**Removal of Asbestos Roofing Materials:** All suspect roofing materials shall be sampled for asbestos content utilizing current State of Florida sampling criteria prior to disturbance or removal of the material. A licensed Asbestos Consultant shall assess the roofing condition and appropriate response actions taken using a Florida licensed asbestos abatement contractor or a Florida certified roofing contractor. Bituminous resinous roofing materials are generally regarded as being less likely to release asbestos fibers; therefore, Florida Statutes allow removal by Florida certified roofing contractors. Roofing materials containing asbestos must be removed under the continuous inspection of an "on-site roofing supervisor," in accordance with Chapters 255, and 469, F.S.

**Removal of Vinyl Asbestos Floor Tile:** Vinyl asbestos floor tile shall be removed in compliance with Chapters 255 and 469, F.S., and applicable OSHA and EPA regulations.

**Lists of Consultants and Contractors:** Names and addresses of Florida licensed Asbestos Consultants may be obtained by writing: The Department of Business and Professional Regulation, Office of Listing and Labels, Northwood Center, 1940 North Monroe Street, Tallahassee, Florida 32399-0755. A nominal printing and mailing fee will be required.

**Insurance:** Prior to entering into any asbestos abatement contract, the university shall ensure compliance with Chapter 255.56, F.S.