

 CSN Procedure	Facilities Management
Category: Environmental Health and Safety	Effective Date: 10/26/2022
Asbestos Procedure	

I. PURPOSE

The purpose of this procedure is to ensure compliance with the standards and regulations required by the State of Nevada Occupational Safety and Health Standards, 29 CFR 1910.1001 and 29 CFR 1926.1101, as well as minimize any risk of exposure to employees, students, faculty, and visitors at the CSN campuses and facilities. When possible, the College of Southern Nevada (CSN) utilizes a proactive process whenever asbestos-containing materials (ACM) are discovered at CSN campuses and facilities.

II. SCOPE

This procedure applies to all activities that have the potential to disturb Asbestos Containing Materials (ACM) under the management and control of the College of Southern Nevada and applies to affected staff, faculty, students, contractors, and visitors. Using a proactive approach, CSN can identify and characterize many areas as to the presence of ACM. As conditions and activities warrant, this proactive approach for identifying and characterizing ACM at CSN facilities will continue until all areas that contain ACM have been identified and removed.

Occupants who are unlikely to have any direct contact with ACM are administrative personnel, students, faculty, and visitors. Those occupants who have the potential to encounter ACM in the performance of their job duties include maintenance, custodial, construction, and subcontracting personnel.

III. OVERVIEW

Asbestos is a known human carcinogen that was and still is used in many different types of building materials. It is important to note that asbestos, if left undisturbed, is not considered hazardous. Due to the potential health effects associated with asbestos exposure, if the material may become airborne (friable), Federal, State, and Local regulations are in place to control activities impacting asbestos-containing materials.

IV. DEFINITIONS

ACM: Abbreviation for "asbestos-containing material," which means any material containing more than 1% asbestos.

Asbestos: A naturally occurring mineral substance with fire-resistant properties. Exposure to airborne asbestos fibers has been shown to cause various illnesses including cancer.

Exposure: The inhalation or other absorption of asbestos fibers into the body through the nose, mouth and lungs, or other mucous membranes.

Sampling: Taking samples of a material for laboratory testing to determine the presence and quantity of asbestos content.

Suspect Material: building materials such as fireproofing, sheetrock systems, plaster, floor tiles, mastic, ceiling tiles, thermal system insulation, stucco, etc., that have not been sampled for asbestos. All such materials are considered ACM until sampling has proven they do not contain asbestos.

V. PROCEDURE

A. Responsibilities

1. Environmental Health & Safety (EHS)
 - Maintain the sample location inventory to ensure that all areas that have been inspected and sampled are identified throughout CSN Campuses and provide this information to CSN Facilities Department project coordinators upon request.
 - Oversee sampling of suspected materials and collect data to expand the ACM inventory.
 - An asbestos inspection must be performed on every CSN area or building prior to the start of any renovation or demolition. This inspection may be performed only by qualified contracted inspectors approved by the CSN.
 - Respond immediately to any reports of damaged ACM or suspect material and take steps to limit exposure to employees and the public.
2. Managers and Supervisors
 - Ensure that all their employees who have the potential to encounter ACM complete the required asbestos hazard awareness training, as required by 29 CFR 1926.1101(k)(9)(vi).
 - Be familiar with building locations where ACM is known to be present or may be present but has not been sampled. Contact the CSN EH&S Department for guidance.
 - Notify employees of any job assignments that may bring them into contact with any identified ACM or suspect material.
 - Notify the CSN EH&S Department immediately of any damaged ACM or suspect material that comes to their attention.
3. Employees
 - Complete asbestos hazard awareness training as required by 29 CFR 1926.1101(k)(9)(vi) if their job duties may bring them into contact with ACM.
 - Stop work and notify their supervisor immediately upon noticing any damaged ACM or suspect materials. The supervisor will then notify the CSN EH&S Department, which will take the necessary steps to abate the hazard.
 - Not perform ACM abatement, repair, or cleanup activities.

B. Procedures

1. Abatement Activities
 - All work at CSN Campuses and facilities that involves the removing, repairing, sampling, and/or identification of ACM, will be done by an experienced asbestos contractor licensed by the State of Nevada and approved by CSN.
 - All work and other activities at CSN Campuses and facilities that involve the disturbance of ACM will be performed in adherence to the regulations set forth in the State of Nevada Occupational Safety and Health Standards, Asbestos Control Program Regulations, Sections 1910.1001 and 1926.1101.
 - Oversight of activities at CSN Campuses and facilities that involve the disturbance of ACM will be the responsibility of the CSN EH&S Department.
 - CSN employees shall not perform abatement, cleanup, or repair of any ACM or suspect materials.

2. Contractors

- Contractors who are required to work in areas that contain ACM will be informed about the presence and location of ACM prior to starting work.
- Contractors will stop work and notify the CSN EHS Department if they find or cause any damage to ACM or suspect materials, or if they encounter unexpected suspect materials during their work activities.
- Once notified, the CSN EHS Department will be responsible for ensuring that any hazard is abated prior to resumption of work.
- If the contractor caused the disturbance and/or damage to the ACM or suspect material, the contractors are responsible for the clean-up/abatement activities for the disturbance and/or damage.

C. Training

1. All CSN employees who have the potential to encounter ACM are required to complete annual asbestos hazard awareness training offered through CAPE as required by 29 CFR Section 1926.1101(k)(9)(vi).
2. This training will inform employees of the health effects related to asbestos exposure, Federal, State, and Local asbestos regulations, and whom to notify if they encounter ACM in their workplace. Training will include a review of the types of suspect materials that may be encountered at CSN facilities. A list of asbestos suspect materials is included in Attachment A to this procedure.
3. CSN employees will be assigned annual refresher training. Employees will be assigned immediate refresher training if any change in job assignment or responsibilities results in greater potential for exposure to ACM.

D. Records

1. The CSN EH&S Department will maintain all asbestos-related sampling records and all training records related to this program.

E. References

1. State of Nevada Occupational Safety and Health Standards for General Industry, 29 CFR1910.1001, "Asbestos"
2. State of Nevada Occupational Safety and Health Standards for the Construction Industry, 29 CFR1926.1101, "Asbestos"
3. Environmental Protection Agency (EPA) Guidelines, "Managing Asbestos in Place: A Building-Owner's Guide to Operations and Maintenance Programs for Asbestos-Containing Materials"

VI. APPENDICIES:

Appendix A – Asbestos Suspected Materials List

APPENDIX A

ASBESTOS SUSPECT MATERIAL LIST

Asbestos is found in numerous building materials. Identification can be difficult because the appearance may change between rooms. Materials that may contain asbestos may be present in College of Southern Nevada campuses and facilities. Examples of materials that may contain asbestos include:

- Adhesives
- Caulking
- Ceiling Tiles
- Concrete Products
- Cooling Tower Baffles
- Fire Door Insulation
- Fireproofing
- Electrical Wire Insulation
- Elevator Brakes
- Floor Linoleum
- Mastics
- Insulation
- Joint Compound
- Laboratory Furniture and Hoods
- Pipe Insulation (AKA: Thermal System Insulation or TSI)
- Plaster, both Decorative and Non-Decorative
- Popcorn Ceiling Texture
- Roofing Felt
- Roofing Tar
- Stucco
- Transite Pipes for Underground Plumbing
- Vinyl Floor Tiles
- Wall Texture
- Waterproofing

Any materials other than glass, wood or steel should be considered suspect ACM. Contact the CSN Environmental Health and Safety Department for more information.