


<b>POLICY:</b> O REGULATION 278/05 – TYPE 1 OPERATIONS			<b>NUMBER:</b> WP-12
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<b>PREPARED BY:</b>  Facilities Management (FM)	<b>AUTHORIZED BY:</b>   Andrew Konowalchuk	<b>CLASSIFICATION:</b>  Work Procedure	<b>EFFECTIVE:</b> January 9, 2025  <b>SUPERSEDES:</b> July 1, 2015

**APPLICATION:**

This work procedure shall be used in the following circumstances:

- a. **Installing / removing ceiling tiles** that are Asbestos-Containing Materials (ACM) covering an area **less than 7.5 m<sup>2</sup>** and are installed or removed without being broken, cut, drilled abraded, ground, sanded or vibrated.
- b. Installing or removing **non-friable ACM, other than ceiling tiles**, if the material is installed or removed without being broken, cut, drilled, abraded, ground, sanded or vibrated.
- c. Breaking, cutting, drilling, abrading, grinding, sanding, or vibrating **non-friable ACM if the material is wetted and the work is done only by hand tools.**
- d. **Removal of less than 1m<sup>2</sup> of drywall** in which joint-filling compounds that are asbestos-containing material have been used.

**PREPARATION OF WORK AREA:**

Although this work procedure addresses the handling of wetted non-friable ACM, the work area must be clearly identified and isolated from the rest of the workplace by means of caution tape or barricade.

**WORKER PROTECTION:**

Respirator and protective clothing may be requested; in this case, the worker will be fit-tested and provided with an adequate respirator and protective clothing. The worker must wear the respirator and protective clothing for the duration of the work project.

**WORK PROCEDURE:**

1. Prior to handling, all tiles and other non-friable ACM shall be decontaminated with a HEPA vacuum or damp wiping.
2. Position a 6 mil. polyethylene drop sheet directly underneath the work area so that fragments of ACM and other waste would be captured and collected.
3. Material shall be thoroughly wetted with amended water before handling, and at reasonable intervals, to reduce the generation of dust.
4. Upon completion, fold up drop sheet and place waste in 6 mil. polyethylene.

**GENERAL PRECAUTIONS:**

1. A wetting agent shall be added to water required to be used by this work procedure to improve its capability to control the spread of asbestos dust.
2. Vacuum cleaners referred to in this work procedure are special asbestos vacuums equipped

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<p>with High Efficiency Particulate Air filters.</p> <ol style="list-style-type: none"><li>3. No eating, drinking, or smoking is allowed in the work area.</li><li>4. Compressed air shall not be used to clean up or remove dust from any surface.</li><li>5. Clean up at regular intervals.</li><li>6. Drop sheets and any other sheeting shall not be reused.</li><li>7. All material for disposal to be double bagged in 6 mil. polyethylene bags, with one yellow and one clear bag sealed separately, and taken to the Support Services Building for ultimate disposal.</li><li>8. Workers shall thoroughly wash hands and face at the nearest washroom when work is complete.</li></ol> <p><b><u>TRAINING REQUIREMENTS:</u></b></p> <p>Asbestos Awareness (Comprehensive) training to be completed every 3 years.</p>	