


POLICY: LEAD-BASED PAINT ABATEMENT AND WORK PROCEDURES			NUMBER: WP-47
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PREPARED BY: Facilities Management (FM)	AUTHORIZED BY:  Lynn Logan	CLASSIFICATION: Work Procedure	EFFECTIVE: July 1, 2015
			SUPERSEDES: September 1, 2004

APPLICATION:

This work procedure shall be followed when the presence of lead-based paint is either confirmed or suspected in the following cases:

- 1 The repair of any peeling lead-based paint (including the clean-up of any material that has already fallen off).
- 2 Performing any work that will disturb any lead-based paint (such as cutting, drilling or sanding a painted item).
- 3 Applying sufficient heat to a lead-based paint so that the evolution of lead fume is possible (such as cutting torches, or paint removal heat guns).
- 4 Demolition and disposal of material/equipment coated with lead-based paint.

NOTIFICATION OF OCCUPANTS:

All occupants of the affected work area must be notified in writing by FM project supervisor that work involving the possible disturbance of lead-based paint is being undertaken. The type of work being done and the duration of the project should be specified. The project supervisor is also responsible for providing verbal notification to staff if the work will require less than four hours of disruption.

PREPARATION OF WORK AREA:

1. Shut down, or isolate, all ventilation serving the work area. Seal all ventilation openings with 6 mil. polyethylene sheets and duct tape.
2. Remove all furnishings and equipment from the work area where practical. When not practical, cover and seal with 6 mil. polyethylene and duct tape.
3. Enclose the work area with 6 mil. polyethylene. Construct an entrance to the enclosure with a double overlapping flap of 6 mil. polyethylene. Carpeted floors require a single layer of 6 mil. polyethylene while hard surfaced floors can be left exposed and cleaned prior to the removal of the enclosure.
4. Post applicable warning signs at the entrance(s) to the work area.

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WORKER PROTECTION:

1. All individuals entering the area must be trained in lead abatement procedures.
2. Workers must at all times wear approved half-face or full-face respirators with P100 cartridges. If half-face respirators are being used the workers must also wear dust proof goggles at all times.
3. Disposable non-breathable coveralls with head and foot protection must be worn at all times.
4. Disposable gloves suitable for the intended work must be worn at all times.

WORK PROCEDURES:

1. All loose and peeling paint must first be removed using manual scrapers. All debris generated during this process must be collected using a HEPA vacuum and properly disposed of as lead waste.
2. Frequently clean up any dust and waste contaminated with paint debris. Clean up must be performed with a HEPA vacuum or by wet wiping. All waste contaminated with lead paint debris must be disposed of as lead waste.
3. Disposable coveralls and foot wear shall be removed prior to leaving the work area and must be disposed of as lead waste as well.
4. Individuals leaving the enclosure shall immediately wash their hands and face thoroughly at the nearest washroom.

CLEAN-UP:

1. All lead-based paint waste will be collected within the enclosure and double bagged in 6 mil polyethylene bags and labelled as lead-contaminated waste on the outside of the bag.
2. All tools and equipment inside the enclosure shall be HEPA vacuumed before removal from enclosure.
3. If the floor has not been covered with 6 mil. polyethylene it must be HEPA vacuumed or wet-mopped after all equipment have been removed.
4. Plastic sheeting shall be wetted with an adhesive spray before removal.
5. All Plastic sheeting shall be disposed of as contaminated waste.
6. All waste bags shall be HEPA vacuumed prior to removing them from the work area.

If a designated substances assessment confirms the presence of lead-based paint, then the disturbance of such material shall be carried out in conformance with this procedure.