

ASBESTOS MANAGEMENT PROGRAM

Program Element

[R2-10-207\(10\)\(h\)](#)

Each agency shall develop, implement, and monitor an Industrial Hygiene Program, to include an Asbestos Management Program element when applicable.

Due to asbestos's natural resistance to heat and corrosion it was used to strengthen metals, fabrics, rubber, and more. In the 70's the government realized the hazard and initiated restrictions and regulations on the use of asbestos. The health effects of asbestos exposure are long-term diseases and certain cancers. Unfortunately asbestos can still be found in approved products and imported products from countries without similar regulations. The goal of an asbestos management program is to provide a safe and healthy work environment for employees and the public by preventing the unintended disturbance of Asbestos Containing Material (ACM) through identification and communication between building/facility owners and occupants.

Definitions:	<p>ASBESTOS: is a naturally occurring mineral. There are six types, all of which are composed of long and thin fibrous crystals, each fiber being composed of many microscopic "fibrils" that can be released into the atmosphere by abrasion and other processes.</p> <p>ASBESTOS CONTAINING MATERIAL (ACM): means any material containing more than one percent asbestos.</p> <p>PRESUMED ASBESTOS CONTAINING MATERIAL (PACM): means thermal system insulation and surfacing material found in buildings constructed no later than 1980.</p> <p>BUILDING/FACILITY OWNER: The legal entity, including a lessee, who exercises control over management and record-keeping functions relating to a building and/or facility.</p>
Why do I need this program?	<p>An asbestos management program is needed to protect people from asbestos exposure and control the environmental release of asbestos fibers. The program will describe controls and work practices to ensure the safety of occupants in facilities that may contain ACMs.</p> <p>The goals of an Asbestos Management Program are to:</p> <ul style="list-style-type: none">• Manage and maintain identified asbestos within State-owned and/or managed buildings.• Coordinate the inspection, abatement, and clearance of ACM when necessary.

	<ul style="list-style-type: none"> • Educate State agency personnel in the proper management of ACM. <p>The U.S. Occupational Safety and Health Administration (OSHA) issued rules effective October 11, 1994, regarding asbestos management for buildings constructed before 1980 [29 CFR 1910.1001 and 1926.1101]. This standard requires building owners and property managers to assume that certain materials in these buildings are presumed to be ACM or PACM unless a qualified EPA Asbestos Building Inspector proves otherwise.</p>
<p>How do I know if this program applies to my agency and my specific job hazards?</p>	<p>Contact the building/facility asbestos program manager to obtain the building/facility Operations and Maintenance Program. The program identifies known ACM, occupant processes, and training requirements to prevent accidental exposure to employees and the public.</p>
<p>What are the minimum required elements and/or best practices for an Asbestos Management Program?</p>	<p>The Asbestos Management Program contains procedures for identification, surveillance, mitigation, labeling/signage, worker training, notification, recordkeeping, and work protocols. Procedures to ensure compliance with all applicable local, state, and federal laws include:</p> <ul style="list-style-type: none"> • Provide worker protection and education • Control worker exposure and environmental release of asbestos fibers • Assess presence, location, and quantity of asbestos-containing materials (ACM) • Develop building owner and building tenant responsibilities • Waste management • Provide regulator notification • Maintain records for training, exposure monitoring, and medical surveillance • Provide hazard communication and demarcation with Global Harmonized System (GHS) warning signs

Are there any mandatory training requirements or best practices that must be developed by the agency?

At a minimum, agencies must provide two hours of annual training for all employees who may potentially disturb ACM and/or PACM. The employees must comprehend the following training topics:

- Health effects of asbestos
- Engineering controls and work practices associated with the employee's job assignment
- Presence, location, and quantity of ACM and PACM in the building/facility
- Custodians must be trained on locations of ACM flooring
- Recognition of ACM and PACM damage and deterioration, and the requirements in this standard relating to housekeeping
- Purpose, use, and limitations of respirators, if appropriate
- Proper response to fiber release episodes

Training requirements depend on workplace exposure and classification. Training must be provided to all workers exposed at or above the Permissible Exposure Limit (PEL) before work begins, and yearly thereafter. All training must be conducted in a manner and language which the worker can understand.

For work on or abatement, it is recommended that agencies contract with qualified and licensed asbestos contractors and consultants. For this level of expertise, refer to the [EPA and OSHA training requirements](#) identified in this link.

NOTE: Employees that perform OSHA Class I, II, and III work, also must be included in the Agency's Respiratory Protection Program, per OSHA 29 CFR 1910.134. See the State Risk Program Element – [Respiratory Protection - R2-10-207\(10\)\(I\)](#).

In addition to the agency's site-specific training, State Risk Management recommends the following general awareness training available through the [State's Employee Learning Portal](#).

- ADRISKASB, Where Asbestos Can be Found
- ADRISKASB1, Asbestos Awareness

<p>Are there specific requirements for documenting the program, training, etc...?</p>	<p>Yes. Employees who disturb ACM on agency facilities and/or facility components must conform to extensive OSHA and EPA recordkeeping requirements.</p> <p>OSHA/EPA requires records to be kept:</p> <ul style="list-style-type: none"> • On exposure monitoring for asbestos, for at least 30 years; and worker medical surveillance records must be retained for the duration of employment plus 30 years. • The 2-hour Asbestos Awareness training records must be retained for three (3) years after the training was received. • All training records must be kept for at least one (1) year beyond the last date of employment. <p>Program documents, training materials, and attendance rosters should be maintained in accordance with the AZ Library, Archives and Public Records general retention schedule.</p>
<p>Are there any resources available that can assist me in putting together an Asbestos Management Program?</p>	<p>State Risk Management has Loss Prevention Consultants available to assist managers and supervisors in identifying potential hazards and guide agencies on the establishment of program elements.</p> <p>For assistance, contact State Risk Management Loss Prevention at rmdlossprevention@azdoa.gov.</p> <p>Contact the building owner or management company to request information on ACM within the building.</p> <p>A list of statewide asbestos contractors and consultants is available at APP.AZ.gov.</p> <p><u>Additional Resources</u></p> <ul style="list-style-type: none"> • The Asbestos Management Program developed by Arizona State University can be tailored to fit an agency's need • AQD Asbestos ADEQ • Asbestos - Overview Occupational Safety and Health Administration • Asbestos US EPA • Asbestos NIOSH CDC • Agency for Toxic Substances and Disease Registry Asbestos and Your Health