**Stevens Institute of Technology Asbestos Standard Operating Procedures**

Stevens Environmental Health and Safety Department has developed the following Asbestos Standard Operating Procedures to protect faculty, staff, students, outside contractors, and visitors from potential exposure to asbestos containing materials.

**What is Asbestos?**

The term “asbestos” refers to a number of naturally occurring mineral silicates that differ in chemical composition and are characterized by long, thin fibers that can be easily separated.

**Uses of Asbestos**

The many unique characteristics of asbestos, including fiber strength, low thermal and electric conductivity, high chemical and fire resistance and ability to absorb sound makes it well suited to hundreds of applications with as many as 3,000 separate uses identified.

Since 1973, the manufacture and uses of asbestos products have undergone a continuing decline as a result of concerns regarding the health effects of asbestos, legal liability and regulatory considerations. Typically, buildings constructed before 1978 are suspected to contain asbestos. Appendix A is a list of buildings at Stevens that were constructed prior to 1978 and are known or are suspected to contain asbestos.

The mere presence of friable asbestos-containing materials such as sprayed fireproofing and thermal insulation is not a significant risk to building occupants if managed properly. The United States Environmental Protection Agency recommends the in-place management of asbestos containing materials. This approach is designed to prevent asbestos exposure by teaching people to recognize asbestos-containing materials (ACM) and actively monitor and, where necessary, manage them in place. Removal of ACM is not usually necessary unless the material is severely damaged or will be disturbed by a building demolition or renovation project.

An effective asbestos management program requires the participation of all members of the University community, and an understanding of their responsibilities within this program.

Detailed below are the community members’ roles and responsibilities.

**Stevens Environmental Health and Safety**

* Stevens EHS works closely with Physical Plant to ensure that asbestos containing materials are managed safely and in accordance with applicable regulations.
* EHS provides annual asbestos awareness training for Physical Plant employees who may come in contact with asbestos containing materials as part of their work responsibilities.
* EHS performs periodic visual inspections of areas known to contain asbestos containing materials.

**Stevens Physical Plant Project Manager**

* Stevens Physical Plant Project Manager is responsible for the scheduling of all asbestos abatement work,
* Prepares documents and specifications as needed for asbestos hazard abatement projects,
* Schedules all meetings necessary for asbestos hazard abatement projects, and
* Retains approved and licensed asbestos abatement contractors and asbestos safety control monitors to complete asbestos abatement work.

**Stevens Physical Plant Maintenance Employees**

* Stevens Physical Plant employees must attend annual asbestos awareness training provided by EHS.
* Asbestos-containing materials still exist in many University buildings. The locations of many of these materials are available from EH&S.
* If Physical Plant employees are unsure if the building materials that they must impact as part of their work contain asbestos, they must contact their supervisor.
* Stevens Physical Plant may be required to conduct work that may involve the disturbance of asbestos-containing materials. Before work can begin, the Stevens Physical Plant Project Manager must be notified so that a licensed asbestos abatement contractor can remove asbestos containing materials that may be impacted by the project.
* Accidentaldamageto asbestos-containing material must be promptly reported to the Stevens Physical Plant Project Manager so that it can be addressed by a licensed asbestos contractor.
* If you have questionsregarding asbestos containing materials within the scope of your work, contact the Stevens Physical Plant Project Manager.

**Maintenance/Renovation Contractors**

* Asbestos-containing materials still exist in many University buildings. The location and asbestos-type of many of these materials are available from the Physical Plant.
* Before starting renovation work in buildings constructed prior to 1978, notify Physical Plant to determine if asbestos containing materials will be impacted.
* Maintenance/Renovation Contractors may be required to conduct work that may involve the disturbance of asbestos-containing materials. Before work can begin, the Stevens Physical Plant Project Manager must be notified so that a licensed asbestos abatement contractor can remove asbestos containing materials that may be impacted by the project.
* Carefully plan and complete your work to avoid damaging asbestos containing materials.
* Accidentaldamageto asbestos-containing material must be promptly reported to the Stevens Physical Plant Project Manager so that it can be addressed by a licensed asbestos contractor.
* If you have questionsregarding asbestos- containing materials within the scope of your work, contact the Stevens Physical Plant Project Manager.