

PROCEDURES FOR TYPE 1 OR LOW RISK WORK

These procedures are to be followed by all persons required to perform the following work:

- ❑ Handling, installation or removal of non-friable manufactured products known to contain asbestos provided no sanding, cutting or similar destructive operations are required. Such manufactured products include such items as vinyl composite floor tile, gaskets, seals, asbestos-cement panels, siding and piping.
- ❑ Working in close proximity to friable asbestos-containing materials (excluding jacketed mechanical insulation rated as being in GOOD condition) provided that such materials are not actively being disturbed.
- ❑ Using a mechanical or electrical power tool, fitted with a HEPA filtered dust collection shroud to cut, shape, drill or grind manufactured products containing asbestos.
- ❑ Using hand tools to cut, shape, drill, grind or remove manufactured products known to containing asbestos.
- ❑ Wearing or using protective equipment or clothing made of asbestos-containing textiles.
- ❑ Removing drywall where asbestos joint filling compounds have been used.

NOTE: The following Type 1 procedures assume the non-friable material being handled can be removed with relatively little debris, nor visible release of airborne dust. Generation of debris is permissible so long as the debris is maintained in a dampened state. If the work will release more than a trivial amount of loose friable debris or should visible dust be emitted during the work, do not proceed. For more information, consult the Asbestos Programs Officer to determine which of the Type 1, 2 or 3 procedures are more appropriate.

NOTE: The following procedures shall be read in conjunction with all other requirements and procedures as set forth under Appendix K of the AMP document.

1.0 EQUIPMENT

All tools, supplies and equipment necessary for the safe and effective completion of the work must be on-site before work proceeds.

1.1 Vacuum

Use of a vacuum is optional. Wet cleaning methods may be used in place of a vacuum where deemed to be more suitable to the work at hand. If a vacuum is to be used, it must be equipped with a high efficiency particulate aerosol (HEPA) filter and must also have the necessary brushes, fittings, etc. to execute the work properly.

1.2 Respirators

Use of a respirator is optional. However, a respirator is strongly advised for work on any type of ceiling tile or any other work performed overhead. If requested, the worker must be supplied with a half-face respirator equipped with HEPA filters and must first, or previously, been given proper training on the use and qualitative fit-testing of such equipment.

1.3 Protective Clothing

The use of re-usable or disposable clothing is optional. Should non-disposable clothing be used any visible asbestos contamination shall be cleaned using a HEPA vacuum prior to exiting the work area and/or laundered provided sufficient notice is given to the laundry facility that the clothing is contaminated with asbestos dust. If disposable coveralls are used, they must be disposed of as asbestos waste.

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1.4 Other Equipment

- ❑ Barrier tape and signage – to identify extent of work area.
- ❑ Plastic sheeting (6 mil polyethylene) - to serve as a drop cloth.
- ❑ Duct tape, spray glue, etc. – to secure drop cloth in place.
- ❑ Pump sprayer with misting nozzle or alternative method to wet material before handling.
- ❑ Labelled asbestos waste bags (6 mil) or barrels – for all waste, disposable clothing, plastic, etc.
- ❑ Misc. small tools & cleaning supplies – i.e. scraper, sponge, rags, wire brush, bucket, utility knife, etc.

2.0 SITE ACCESS & EGRESS

- 2.1 Before entering an established Asbestos Work Area, each worker shall first don an approved respirator (c/w new or tested filters), a set of disposable coveralls, hood and all other personal protective equipment deemed appropriate to the work at hand.
- 2.2 Before leaving an established Asbestos Work Area, each worker shall complete the following:
- .1 Remove any disposable coveralls and place them within a labelled asbestos waste receptacle for final disposal. If coveralls are to be re-used, pre-clean them using a HEPA vacuum prior to their removal then neatly fold them, or hang them up, at a point immediately adjacent to the point of egress.
 - .2 Once a worker's coveralls have been removed, the worker should then step across the established barricade before removing his/her respirator.
 - .3 The worker should then proceed directly to the established wash station with respirator in hand.
 - .4 Once at the wash station, the worker shall then proceed to wash-up ensuring his/her face, hands, and respirator are adequately cleaned using soap and warm water. Dispose of respirator cartridge filters in container provided.

3.0 PREPARATION

- 3.1 Before undertaking any asbestos-related work, a copy of a signed and approved "Asbestos Work Permit" must be obtained from the Asbestos Programs Officer.
- 3.2 Relocate from the area, all non-essential equipment, tools, etc..
- 3.3 Isolate the Asbestos Work Area from adjoining spaces through the placement of a taped barrier, sawhorse or by closing any doors, windows, etc. at the perimeter of each work area.
- 3.4 Isolate or otherwise shutdown HVAC system, vents and diffusers located within the Asbestos Work Area.
- 3.5 Locate any tools, supplies and equipment necessary for the safe and effective completion of the work to inside the designated Asbestos Work Area.
- 3.6 Wherever settled dust on surfaces throughout the Asbestos Work Area is likely to be disturbed, pre-clean such surfaces using a HEPA vacuum or damp cloth prior to commencing any other work in the area.
- 3.7 Before disturbing non-friable asbestos materials (excluding floor tile), cover floor and surrounding surfaces situated directly beneath the work with polyethylene sheeting of sufficient size to catch all fallen debris.

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- 3.8 Post signage at all points of entry clearly identifying the area as an Asbestos Work Site and that access by unauthorized personnel is strictly prohibited.
- 3.9 Do not proceed with any asbestos disturbance until the Asbestos Programs Officer or Designated Inspection Agency has reviewed the area and his/her subsequent authorization to proceed is granted.

4.0 EXECUTION

4.1 Removal of Vinyl Asbestos Floor Tile

- 4.1.1 The use of a power scraper to assist in the removal of floor tile shall be strictly prohibited unless specifically approved for use by the Asbestos Programs Officer or Designated Inspection Agency.
- 4.1.2 Remove tile by wedging a heavy duty scraper in seam of two (2) adjoining tiles and gradually force edge of one (1) tile up and away from floor. While being careful not to break off pieces of tile, continue to force balance of tile upward.
- 4.1.3 Continue removal of tiles using hand tools, removing tiles intact wherever possible. When adhesive is spread heavily or is quite hard, it may prove easier to force scraper through tightly adhered areas by striking scraper handle with a hammer using blows of moderate force while maintaining scraper at a 25° to 30° angle to floor. When even this technique cannot loosen tile, removal can be simplified by heating tile thoroughly with a hot air gun until heat penetrates through tile and softens the underlying adhesive.
- 4.1.4 As the tiles are removed, place into asbestos waste receptor. Avoid any unnecessary breakage of these tiles during packaging.
- 4.1.5 After removal, scrape up remaining adhesive from floor with a hand scraper until only a thin smooth film remains. Where deposits are heavy or difficult to scrape, a hot air gun may be used. Deposit scrapings in an approved asbestos waste disposal bag. Do not dry scrape surface of adhering pieces of tile.
- 4.1.6 On completion of removal in each work area, clean floor surface with HEPA vacuum or wet mop.
- 4.1.7 Dispose of mop head as contaminated waste or store this and other materials which cannot be cleaned effectively in a labelled polyethylene bag until needed again (open only inside an Asbestos Work Area).
- 4.1.8 Proceed with the dismantlement of any barricades only after the Asbestos Programs Officer or Designated Inspection Agency has reviewed the area and his/her subsequent authorization to proceed is granted.

4.2 Installing, Cutting or Drilling Non-Friable Asbestos Materials

- 4.2.1 Work requiring the use of any power tools (except a power drill) not equipped with a HEPA filter dust collector, must not be performed as Type 1 work.
- 4.2.2 Where possible wet all materials to be disturbed.
- 4.2.3 Immediately place waste into approved asbestos waste receptor. Clean area frequently during work with HEPA vacuum or by wet methods.
- 4.2.4 At completion of work, clean drop sheets to be re-used with HEPA vacuum or by wet methods.
- 4.2.5 Drop sheets not cleaned shall be disposed of as asbestos waste.
- 4.2.6 Proceed with the dismantlement of any barricades only after the Asbestos Programs Officer or Designated Inspection Agency has reviewed the area and his/her subsequent authorization to proceed is granted.

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4.3 Removal of Other Non-Friable Asbestos Materials

- 4.3.1 The following Type 1 procedures apply only to materials that can be removed intact, or in sections, without producing any pulverized or powdered waste. This method is most applicable to the removal of asbestos-cement hardboard panelling (i.e. transite), mechanical gaskets and some forms of perforated ceiling tiles.
- 4.3.2 Wet all material to be disturbed, ceiling tiles excepted.
- 4.3.3 Undo fasteners necessary to remove material. Whenever possible, remove asbestos-cement panels intact. Break only if unavoidable. If broken, maintain freshly exposed edges in a dampened state.
- 4.3.4 Where sections are adhered to substrate, wet material and use hand scraping to remove adhering material.
- 4.3.5 Place removed material into approved asbestos waste receptor. Clean surrounding surfaces and Asbestos Work Area frequently with HEPA vacuum or with wet methods provided all cleaning rags are disposed of as asbestos waste.
- 4.3.6 Drop sheets that are not cleaned shall be disposed of as asbestos waste.
- 4.3.7 Proceed with the dismantlement of any barricades only after the Asbestos Programs Officer or Designated Inspection Agency has reviewed the area and his/her subsequent authorization to proceed is granted.

**CHECKLIST FOR TYPE 1
OR LOW RISK WORK**

Checklist for Type 1 or Low Risk Work

The following checklist should be used to ensure all requirements as set forth by the AMP document for Type 1 or Low Risk work have been complied with before, during and following any asbestos disturbance.

- The required "Asbestos Work Permit" has been obtained from the Asbestos Programs Officer.
- Arrangements have been made with the Asbestos Programs Officer and/or Designated Inspection Agency to complete any required site inspections or air monitoring during the abatement process.
- All non-essential equipment and personnel have been removed from the established work area.
- The area affected by the work has been isolated from adjoining areas of the building and the required signage has been posted identifying the site as an "Asbestos Work Area".
- Adjoining surfaces and equipment (excluding floor tile) have been covered with a polyethylene drop cloth.
- Personal protective equipment (i.e. disposable coveralls, respirators, etc.) has been provided to all workers who have requested it.
- Required tools, equipment and waste receptacles have been located within the established work area.
- HVAC systems, vents and diffusers within the Asbestos Work Area have been shutdown or otherwise isolated.
- Suitable wash facilities have been located immediately adjacent to or near the established work area.
- Written authorization to proceed with the contaminated phase of the work has been received from the Asbestos Programs Officer and/or Designated Inspection Agency.
- Non-asbestos dust on surfaces likely to be disturbed has been pre-cleaned using a HEPA vacuum or damp cloth.
- Where possible, wet all asbestos-containing materials to be disturbed.
- Maintain established work area free of accumulated waste, dust or debris. All material removed shall be placed directly into approved and labelled asbestos waste receptacles as the work progresses.
- Drop sheets that will be re-used have been cleaned or placed within a sealed and labelled polyethylene bag.
- Final clean the work area to remove any visible trace of dust or debris.
- Continue to restrict access to the work area and maintain perimeter barricades in place until the Asbestos Programs Officer or Designated Inspection Agency has reviewed the area and his/her subsequent authorization to proceed is granted.
- An "Asbestos Work Report" has been filed with the Asbestos Programs Officer detailing the extent of asbestos work completed and the location of any remaining asbestos-containing materials.