

ASBESTOS ABATEMENT WORK PLAN

For use of this form, see ENV-AS002: Asbestos Abatement Procedures; the proponent is DPW-ENRD

BLDG #: _____ **PROJECT TITLE:** _____

DATE SUBMITTED: _____ **DATE APPROVED:** _____

PRE-WORK CHECKLIST

Each section listed in this table must be completed on the following pages. Initial each line item after verification that all required information has been included. The template pages contain additional details about what is required for each section. Do not initial that a section is complete without verification that EACH item described within the template has been included in the Asbestos Abatement Work Plan.

VERIFICATION ORGANIZATION			PLAN SECTION / ITEM
Prime Contractor (QC)	COR/QAE/PE	DPW-ENRD	
			1: Project Information
			2: Asbestos Surveys / Analytical Results (EM 385-1-1, 06.B.05.c (1))
			3: Certifications / Accreditation / Licenses (EM 385-1-1, 06.B.05.c (1), (8), (9))
			4: Project Description (EM 385-1-1, 06.B.05.c (1), (2), (3))
			5 A-D: Work Practices (attach MSDS for any chemicals used and equipment rental notice if applicable) (EM 385-1-1, 06.B.05.c (1), (3), (6))
			6: PPE Description (EM 385-1-1, 06.B.05.c (5))
			7: Decontamination Procedures (EM 385-1-1, 06.B.05.c (3), (6), (7))
			8: Air Monitoring Plan (EM 385-1-1, 06.B.05.c (4a-d))
			9: Waste Collection and Shipment (EM 385-1-1, 06.B.05.c (10))
			10: Clean Up Procedures (EM 385-1-1, 06.B.05.c (4d), (6), (7))
			11: ADEM Form 496, Notice of Demolition and/or Asbestos Removal
			12: Security, fire and medical emergency response procedures (EM 385-1-1, 06.B.05.c (11))

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CLOSEOUT CHECKLIST

All required items should be attached at the end of this plan and submitted to the COR upon completion of project.

VERIFICATION ORGANIZATION			PLAN SECTION 13 ITEM
Prime Contractor (QC)	COR/QAE/PE	DPW-ENRD	
			Original signed AVCOE Form 2736
			All weigh tickets provided by the landfill
			Copy of the daily log for the project and any reports generated by third party oversight
			Air Monitoring Report
			Copies of completed AVCOE Form 2738, <i>Asbestos Abatement Compliance Checklist</i> (QAE/PE AND QC)
			Before and after photographs of areas that were abated
			Building drawings denoting areas that have been abated

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SECTION 1: PROJECT INFORMATION

ABATEMENT COMPANY NAME: _____

EMAIL ADDRESS: _____

MAILING ADDRESS: _____

CONTACT PERSON: _____

CONTACT PHONE NUMBER(S): _____

CONTRACT NUMBER: _____

WORK ORDER NUMBER: _____

DELIVERY ORDER NUMBER & PROJECT TITLE:

PROJECT TYPE: Corps of Engineers Corps District: _____

BASOPS JOC Other: _____

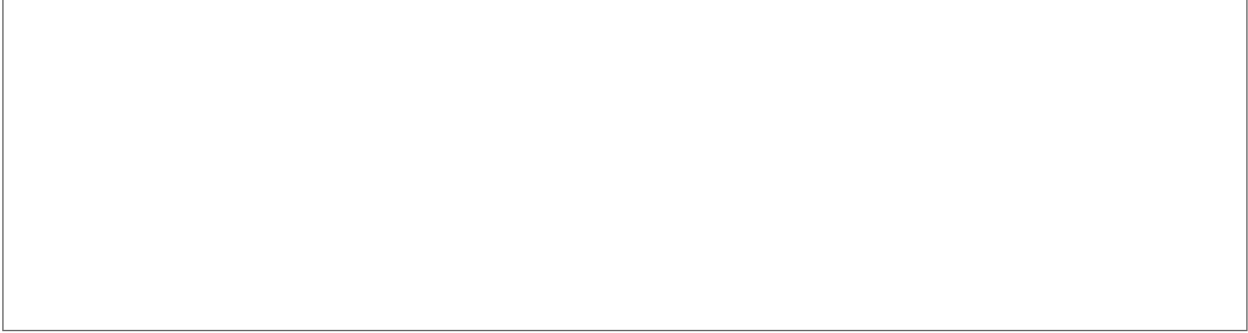
PRIME CONTRACTOR NAME: _____

PRIME CONTRACTOR PHONE NUMBER: _____

OTHER APPLICABLE DETAILS:

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SECTION 2: ASBESTOS SURVEYS / ANALYTICAL RESULTS

(EM 385-1-1, 06.B.05.c (1))

Write a summary description of the sampling / surveys that were conducted including floor plans with sample locations. Attach the asbestos surveys / analytical results that are applicable to the project.



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SECTION 3: CERTIFICATIONS / ACCREDITATION / LICENSES

(EM 385-1-1, 06.B.05.c (1), (8), (9))

Attach copies of all required certifications and licenses as indicated below. **Ensure all sensitive personal information is blacked out on the submittal (i.e. social security numbers.)** Identify which individuals are acting in the capacity of the supervisor, worker, and independent party oversight/air monitor.

1. Current certificate that authorizes the company to remove asbestos containing materials as issued by ADEM
2. State Licensing Board for General Contractors Certificate issued by the State of Alabama indicating that the company can perform abatement
3. Current training certificate from an Alabama Safe State approved training provider (list of approved training providers can be found at <http://alabamasafestate.ua.edu/documents/Approved-Asbestos-Training-Providers.pdf>) for EACH individual that will participate in the abatement
4. Current Alabama Safe State Certificate of Accreditation for EACH individual that will participate in the abatement
5. Physician's statement for each individual that will be involved in the asbestos abatement project that states that the worker is able to work around asbestos and wear a respirator in accordance with 29 CFR 1926.1101 (M) (2).
6. Current credentials for the qualified independent party that will perform air monitoring or, if not using onsite personnel, NVLAP certification for certified lab where the air samples will be analyzed.
7. Current waste certification letter from ADEM authorizing contractor to dispose of asbestos containing material at a specific permitted landfill (provided from ADEM after submittal of an ADEM Form 300, Solid Waste Profile Sheet.
8. Current certification and/or accreditation for personnel conducting asbestos survey (if not completed by Fort Novosel personnel)

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SECTION 4: PROJECT DESCRIPTION

(EM 385-1-1, 06.B.05.c (1), (2), (3))

Write a detailed description of the location of abatement and amount and type of asbestos that is planned for the abatement. Include information on how other employees at the work site will be notified of the abatement (signage, etc.). Attach a diagram and pictures that clearly indicate where asbestos is located.



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SECTION 5A: WORK PRACTICES

(EM 385-1-1, 06.B.05.c (1), (2), (3))

Write a detailed description of the work practices that will be implemented during abatement in the space provided. Attach additional sheets if necessary.

Containment Methods:



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SECTION 5B: WORK PRACTICES

(EM 385-1-1, 06.B.05.c (1))

Write a detailed description of the work practices that will be implemented during abatement in the space provided. Attach additional sheets if necessary.

Removal Methods:

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SECTION 5C: WORK PRACTICES

(EM 385-1-1, 06.B.05.c (1))

Write a detailed description of the work practices that will be implemented during abatement in the space provided. Attach additional sheets if necessary.

**Chemicals to be Used (if necessary) – Include a copy of all Safety Data Sheets (SDS).
Additionally, a copy of each SDS must be on-site while conducting abatement operations.**

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SECTION 5D: WORK PRACTICES

(EM 385-1-1, 06.B.05.c (1), (3))

Write a detailed description of the work practices that will be implemented during abatement in the space provided. Attach additional sheets if necessary.

Equipment Required (Include number and type of negative pressure systems to be used based off of cubic feet of project area and achieving an exchange rate of at least 4 air changes per hour). Indicate a contingency plan in the event of equipment malfunction. A manometer must be used to verify that the appropriate negative pressure is maintained during the abatement. *NOTE – If rental equipment is to be used, written notification shall be provided to the rental agency concerning the intended use of the equipment, the possibility of asbestos contamination of the equipment and the steps that will be taken to decontaminate such equipment. Attach a copy of this written notification. *****

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SECTION 6: PERSONAL PROTECTIVE EQUIPMENT (PPE)

(EM 385-1-1, 06.B.05.c (5))

Write a detailed description of the PPE including respirators that will be used during abatement in the space provided. Attach additional sheets if necessary.

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SECTION 7: DECONTAMINATION PROCEDURES

(EM 385-1-1, 06.B.05.c (3), (6), (7))

Write a detailed description of the decontamination procedures for individuals and equipment that will be implemented during abatement in the space provided. Attach additional sheets if necessary.

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SECTION 8: AIR MONITORING PLAN

(EM 385-1-1, 06.B.05.c (4 a-d))

Describe the air monitoring plan that will be implemented by a qualified independent party. Attach additional sheets if necessary. This form should be given to the independent party to complete – the independent party must not be an employee of the abatement company.

Details of monitoring for personnel during abatement operations (waivers will not be accepted):

Describe procedure for clearance samples after the job is complete taken by an independent party:

Describe provisions for submitting copies of air monitoring results to the AMT/COR:

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SECTION 9: WASTE COLLECTION AND SHIPMENT

(EM 385-1-1, 06.B.05.c (10))

Describe procedure that will be followed to ensure the use of AVCOE Form 2736, *Waste Shipment Record*, for all wastes generated by the project to ensure the appropriate signatures are obtained PRIOR to the waste leaving the installation ****Shipments will NOT leave Fort Novosel on the weekend unless prior approval is obtained****

List information for all landfills that will be used for this project, including the name, address, and ADEM permit number for each facility:

List information for all waste haulers that will be used during the project, including the name, address, and registration number (if applicable):

Describe procedure for providing copies of all landfill weigh tickets and the ORIGINAL AVCOE Form 2736 to the AMT/COR within 10 work days of the disposal action:

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SECTION 10: CLEAN UP PROCEDURES

(EM 385-1-1, 06.B.05.c (4d), (6), (7))

Describe procedures that will be implemented upon completion of the removal activities to ensure the work area is appropriately cleaned prior to receiving approval that the project is complete:

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SECTION 11: ADEM Form 496

Attach a copy of ADEM Form 496, *Notice of Demolition and/or Asbestos Removal*, that is proposed for submittal ADEM (**DO NOT SUBMIT UNTIL ASBESTOS ABATEMENT WORK PLAN IS APPROVED**)

Once the work plan is approved, attach a copy of the approved ADEM Form 496 and proof of submittal to ADEM. The abatement company will list a representative from the AMT and the COR on the email traffic if the form is delivered to ADEM electronically. In the event that the form is mailed, provide the AMT and the COR a copy of the certified mail receipt. If it is faxed, provide a copy of the fax delivery confirmation to the AMT and the COR. In the event that a revision to this form is required, the abatement company will ensure that the AMT and the COR receive a copy of the revision and that the revision is attached to this work plan.

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SECTION 12: SECURITY, FIRE, AND MEDICAL EMERGENCY RESPONSE PROCEDURES

(EM 385-1-1, 06.B.05.c (11))

Describe the procedures for security of the abatement area both during working hours as well as after duty hours to ensure individuals do not enter the abatement area prior to final clearance:

Describe procedures for responding to a fire within the abatement area:

Describe procedures for responding to a medical emergency within the abatement area:

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SECTION 13: CLEARANCE PROCEDURES

After the abatement operations are completed, a post abatement clearance will be conducted by a Fort Novosel trained asbestos supervisor at the direction of the COR. The trained asbestos supervisor will perform a visual inspection of the abatement site to ensure all ACM has been removed and will complete AVCOE Form 2738, *Asbestos Abatement Compliance Checklist*. A copy of the completed checklist will be provided to the AMT and COR.

After a review of the post abatement inspection and air sampling data, the AMT/COR will issue a clearance letter. If air monitoring data is not within regulatory limits, it will be referred to the Industrial Hygienist for consultation with the AMT. The COR will not release the building for renovation/demolition or other use until final clearance has been obtained.

At the conclusion of the project, attach the following documents after this section:

1. ORIGINAL hard copy AVCOE Form 2736 containing all required signatures for each waste shipment
2. All weigh tickets provided by the landfill
3. Copy of the daily log for the abatement project and any reports generated by independent party oversight
4. Air Monitoring report for both personnel and area, to include the clearance sample results and applicable chain of custody forms
5. Manometer read outs showing that the appropriate negative pressure was maintained during the abatement operation
6. Copies of completed AVCOE Form 2738, *Asbestos Abatement Compliance Checklist* (QAE/PE AND QC)
7. Before and after color photographs of areas that were abated (to be done by the prime or abatement contractor under the supervision of the QAE or PE)
8. Building drawings denoting areas that have been abated