

_____ * **General Inventory - 763 (e)(I)**

_____ Name of School _____

Address: _____

Phone No. _____

_____ * **List of School Building(s) and ACM Status**

School Building(s)	Friable ACBM	Nonfriable ACBM	Friable Assumed	Nonfriable Assumed

_____ * **Facility Description**

_____ * **Documentation that no ACM exists in the building**

ACCREDITATION INFORMATION

LEA DESIGNATED PERSON:

Telephone: _____

Address: _____

Typed Name: _____

Training Course (s): _____

Date(s): _____ Total Hrs.: _____

Agency: _____

INSPECTIONS, BULK SAMPLING, AND ASSESSMENTS

(1) Inspections were conducted by: _____ Date: _____

(2) Bulk samples were collected by: _____ Date: _____

(3) Assessments were made by: _____ Date: _____

(1) Signature: _____ (2) Signature: _____ (3) Signature: _____

Name: _____ Name: _____ Name: _____

Accreditation/Photo ID No.: _____ Accreditation/Photo ID No.: _____ Accreditation/Photo ID No.: _____

State and Date: _____ State and Date: _____ State and Date: _____

MANAGEMENT PLANNER:

(4) Management Plan prepared by:

**(5) Recommendation(s) for Response
Actions made by:**

(4) Signature : _____ (5) Signature: _____

Name: _____ Name: _____

Accreditation/Photo ID No.: _____ Accreditation/Photo ID No.: _____

State and Date: _____ State and Date: _____

LOCAL EDUCATION AGENCY (LEA) GENERAL RESPONSIBILITIES UNDER AHERA

Pursuant to Section 763.84 and Section 763.93 of the EPA Asbestos in School Regulation (40 CFR Part 763), each management plan must contain a true and correct statement, signed by the LEA designated person, that certifies that the general LEA responsibilities have been met or will be met.

ASSURANCES

This AHERA management plan was developed and has been submitted pursuant to the Asbestos Hazard Emergency Response Act of 1986, Public Law 99-519; and the United State Environmental Protection Agency Rule: Asbestos Containing Materials in Schools, 40 CFR Part 763; and the undersigned does hereby certify that the LEA has and will ensure the following:

1. The activities of any persons who perform inspections, reinspections, and periodic surveillance, develop and update management plan, and develop and implement response actions, including operations and maintenance, are carried out in accordance with Part 763.
2. All custodial and maintenance employees are properly trained as required in Part 763 and all other applicable Federal and/or State regulations (e.g., the Occupational Safety and Health Administration Asbestos Standard for Construction, the EPA Worker Protection Rule, or applicable State regulations).
3. All workers and building occupants, or their legal guardians, are informed at least once each school year about inspections, response actions, post-response action activities, including periodic reinspections and surveillance activities, that are planned or in progress.
4. All short-term workers (e.g., telephone repair workers, utility workers, or exterminators) who may come in contact with asbestos in a school are provided information regarding the locations of ACBM and suspected ACBM assumed to be ACM.
5. All warning labels are posted in accordance with section 763.95.
6. All management plans are available for inspection and notification of such availability has been provided as specified in the management plan under Section 763.93(g).
7. The undersigned person designated by the LEA pursuant to Section 763.84(g)(1) has received adequate training as stipulated in Section 763.84(g)(2).
8. The LEA has and will consider whether any conflict of interest may arise from the interrelationship among accredited personnel and whether that should influence the selection of accredited personnel to perform activities under Part 763.

Signed: _____
(Designated Person)

Date: _____

_____ * **Description/Inventory of Homogeneous Areas:**

A. Sampled Materials:

1. Surfacing Material:

2. Thermal System Insulation:

3. Miscellaneous Material:

B. Materials Assumed To Be ACBM:

1. Surfacing material:

2. Thermal system insulation:

3. Miscellaneous material:

Sampling Procedures 763.86:

_____ **Surfacing material.** An accredited inspector shall collect, in a statistically random manner that is representative of the homogeneous area, bulk samples from each homogeneous area of friable surfacing material that is not assumed to be ACM, and shall collect the samples as follows:

1. At least three bulk samples shall be collected from each homogeneous area that is 1,000 sq. ft. or less.
2. At least five bulk samples shall be collected from each homogeneous area that is greater than 1,000 sq. ft. but less than or equal to 5,000 sq. ft.
3. At least seven bulk samples shall be collected from each homogeneous area that is greater than 5,000 sq. ft.

_____ **Thermal system insulation.**

1. Except as provided in paragraphs (b)(2) through (4) of this section and § 763.87(c), an accredited inspector shall collect, in a randomly distributed manner, at least three bulk samples from each homogeneous area of thermal system insulation that is not assumed to be ACM.
2. Collect at least one bulk sample from each homogeneous area of patched thermal system insulation that is not assumed to be ACM if the patched section is less than 6 linear or square feet.
3. In a manner sufficient to determine whether the material is ACM or not ACM, collect bulk samples from each insulated mechanical system that is not assumed to be ACM where cement or plaster is used on fittings such as tees, elbows, or valves.
4. Bulk samples are not required to be collected from any homogeneous area where the accredited inspector has determined that the thermal system insulation is fiberglass, foam glass, rubber, or other non-ACBM.

_____ **Miscellaneous material.** In a manner sufficient to determine whether material is ACM or not ACM, an accredited inspector shall collect bulk samples from each homogeneous area of friable miscellaneous material that is not assumed to be ACM.

_____ **Nonfriable suspected ACBM.** If any homogeneous area of nonfriable suspected ACBM is not assumed to be ACM, then an accredited inspector shall collect, in a manner sufficient to determine whether the material is ACM or not ACM, bulk samples from the homogeneous area of nonfriable suspected ACBM that is not assumed to be ACM.

STATEMENT OF ACCREDITATION (763.93 (e)(7):

With respect to the person or persons who inspected for ACBM and who will design or carry out response actions, (except for operations and maintenance), with respect to the ACBM:

THE LEA USED OR WILL USE PERSONS WHO HAVE BEEN ACCREDITED BY A STATE ACCREDITATION PLAN OR AN EPA-APPROVED COURSE.

Signature: _____ Typed Name: _____
(Designated Person)
Date: _____

LABORATORY STATEMENT AND CERTIFICATION:

All bulk samples were analyzed by: _____

Address: _____

This laboratory meets all requirements of 40 CFR 763.87 and has received accreditation for Polarized Light Microscopy (PLM) analysis under the **NIST/NVLAP Program**.

NVLAP # _____ for bulk sample analysis.

_____ Date(s) of analysis: _____

_____ Name of analyst(s): _____

_____ Signature of analyst(s): _____

FRIABLE HOMOGENEOUS AREA-ASSESSMENT

Name of School _____ Date _____

Inspector _____ Sample ID _____

Material Type: _____ Location: _____
Area: _____ Sq. Ft.. _____ Ln. Ft.

(COMMENTS, OPTIONAL) _____

HAZARD ASSESSMENT FACTORS

DAMAGE FACTORS

Physical
Significant _____
Moderate _____
None _____

Water
Extensive _____
Moderate _____
Light _____
None _____

Deterioration
Heavy _____
Moderate _____
Light _____
None _____

DISTURBANCE FACTORS

Proximity to Repair Items
<1 ft. _____
1 to 5 ft. _____
>5 ft. _____

Accessible
Within reach _____
Barely _____
Unreachable _____

Texture
Rough _____
Pitted _____
Moderate _____
Smooth _____

Adjacent Rooms
Gymnasium _____
Music Rm. _____
Mech. Rm. _____
Elevators _____

AIR FLOW FACTORS

Barriers
Permanent _____
Enclosed _____
Encapsulated _____
None _____

Ventilation
Yes _____
No _____
If yes, Intake _____
Exhaust _____

Air Movement
High _____
Moderate _____
Low _____

Air Conduits
Air Plenum _____
Air Shaft _____
Elevator Shaft _____

INSPECTION/MANAGEMENT PLAN SUMMARY¹

“The response actions selected are the least burdensome methods which still protect human health and the environment.”

[§763.90 (a)]

HOMOGENEOUS AREA	SIZE	FRIABLE	+ / - ²	SAMPLE/ ASSUME	CLASS. ⁴	RESPONSE ACTION ⁵	SCHEDULE	
							BEGIN (MM/DD/YR)	END. (MM/DD/YR)
³								

¹ Also ACBM Remaining KEY: ²(+) Positive Samples or Assumed, (-) Negative Samples

³HOMOGENEOUS AREA

- T - Thermal Systems
- S - Surfacing Materials
- M -Miscellaneous

⁴CLASSIFICATION

1. Damaged or significantly damaged TSI
2. Damaged friable surfacing material
3. Significantly damaged friable surfacing ACM
4. Damaged or significantly damaged friable miscellaneous ACM

⁵RESPONSE ACTON

- RE Remove
- RP Repair
- ECP Encapsulate
- ENC Enclosure
- O&M Operations & Maintenance
- ISL Isolate

ADDITIONAL CLEANING, PERIODIC SURVEILLANCE, REINSPECTION, O&M PLAN

1. **Additional cleaning** in accordance with **40 CFR 763.91(c)(2)**

is _____ is not _____ recommended.

Additional cleaning, is recommended in areas indicated below:

a. _____

b. _____

c. _____

shall be conducted on the following schedule in accordance with the Work Practices for Cleaning Activities.

Additional Cleaning Schedule

_____ Monthly _____ Every six months _____ Annually

NOTE: IF ADDITIONAL CLEANING IS RECOMMENDED THE MANAGEMENT PLANNER MUST RECOMMEND THE METHOD (S) TO BE USED. LIST SEPARATELY.

LEA _____ AGREES _____ DOES NOT AGREE WITH THE ABOVE CLEANING RECOMMENDATION (S).

Periodic Surveillance -

At least once every 6 months after a management plan is in effect, periodic surveillance **will** be conducted.

Reinspection -

At least once every 3 years after a management plan is in effect, a reinspection **will** be conducted of all friable and nonfriable asbestos containing material. Each reinspection **must** be made by an accredited inspector.

Operations & Maintenance Plan -

A site-specific Operations and Maintenance Plan **must** be included in the management plan if needed.

NOTIFICATION - 763.93 (e)(10) AND (g)(4)

The regulations require that workers, building occupants, or their legal guardians are to be made aware of inspections, reinspections, response actions, and completed response action activities, including periodic surveillance activities.

Each year, notification must be given to anyone associated with the school. This annual notification will also include information about the availability of the management plan. A dated copy of this notification must be included in the Management Plan each year.

Choose **any** of the following methods to provide written notification to **parents, teachers and employees and/or a representative any of their organizations** of the availability of Management Plans: **(Circle those that apply.)**

1. Copy of notice to parent to be sent home with students.
2. Post notices on bulletin boards in public and faculty/staff areas in the building.
3. Teachers and school employees to be sent notice either by hand out or placed in mailboxes.
4. Staff meetings, public address announcements, parent organization meetings, and/or school newsletters/handbook.
5. Verbal announcement and distribution of notice at Home/School Association meetings.
6. Other method(s) of notification (State method used).

The above method(s) also apply for notifying workers, building occupants or legal guardians about planned, in progress or completed asbestos related activities.

RESOURCE EVALUATION - 763.93 (e) (11)

Management planner must provide evaluation of resources necessary to complete response actions successfully, and carry out reinspections, operations and maintenance activities, periodic surveillance, and training. **LIST SEPARATELY.**

MEMORANDUM

DATE: _____

TO: Parents, Teachers and Employees

FROM: _____

RE: Availability of Asbestos Management Plan

In October 1986, the U.S. Congress enacted the Asbestos Hazard Emergency Response Act (AHERA). Under this law, comprehensive regulations were developed to address asbestos problems in public and private elementary and secondary schools. These regulations require most schools to inspect for friable and non-friable asbestos, develop asbestos management plans that address asbestos hazards in school buildings and implement response actions in a timely manner.

These regulations assign schools many new responsibilities. Our program for fulfilling these responsibilities is outlined in our asbestos management plan. This plan contains information on our inspections, reinspections, response actions and post-response action activities, including periodic surveillance activities that are planned or are in progress.

You can review this plan during normal business hours without cost or restriction.

If you have any questions about reviewing our management plan please contact:

_____ at() _____ - _____
(Designated Person)