

<b>JSC Safety and Health Handbook</b>	JPR No.	<b>1700.1K</b>
	Effective Date:	<b>11/25/2013</b>
	Expiration Date:	<b>11/25/2018</b>
	Page Number	Page 12.14-1 of 3

## **Chapter 12.14 Emergency and Mishap Procedures**

### **12.14.1 What this chapter covers**

This chapter discusses planning for, reporting, and investigating emergencies, injuries, and mishaps that may happen during asbestos-related activities, and also discusses emergency response to asbestos fiber releases.

### **12.14.2 Requirement for emergency planning**

12.14.2.1 To properly plan for asbestos emergencies, you shall follow these requirements:

- a. Plan and conduct all asbestos-related activities so as to:
  - (1) Take all reasonable and proper actions to prevent or limit exposures and injury to personnel and damage to, or loss of, equipment and property.
  - (2) Report such occurrences to appropriate JSC offices in a timely manner and in compliance with Part 12.
  - (3) Conduct investigations of all mishaps to determine the actual or probable cause(s), take appropriate actions to avoid reoccurrence, and document and disseminate relevant information.
- b. Generally, incidents involving fire or personal safety use the procedures established by JPR 1040.4, "JSC Emergency Preparedness Plan" and chapter 3.8 of this Handbook.
- c. Incidents involving an unexpected release or threatened release of asbestos that do not involve personal injury, fire emergencies, or personal safety will be considered an environmental release.

### **12.14.3 Non-enclosed work area**

The existing procedures for reporting medical and fire emergencies and guidelines for general emergency action and planning (Chapter 3.8 of this Handbook) apply to the asbestos-related activities specified in Part 12 that do not require the use of an enclosure.

### **12.14.4 Enclosed work area**

- a. The reporting procedures and general guidelines specified above also apply to the asbestos-related activities specified in Part 12 that require an enclosure to control airborne asbestos fibers.
- b. In the case of large-scale abatement tasks, emergency procedures shall be in written form and provided with the work plan. Post-emergency procedures shall be displayed prominently in the clean change area of the enclosure, with telephone numbers of emergency response personnel.
- c. All employees required to be in the work area shall read and sign these procedures before first entry to acknowledge understanding of the worksite layout, location of emergency exits, and emergency procedures.

<b>JSC Safety and Health Handbook</b>	JPR No.	<b>1700.1K</b>
	Effective Date:	<b>11/25/2013</b>
	Expiration Date:	<b>11/25/2018</b>
	Page Number	Page 12.14-2 of 3

- d. If the integrity of the enclosure is breached at any time during the project, the work crew shall immediately implement fiber control using a wetting agent, repair the breach with polyethylene sheeting or tape, and call the Space Medicine Operations Division (SMOD) (x36726), APM (x33120), and the Work Control Center (x32038).

### **12.14.5 Personal injury procedure**

12.14.5.1 If an employee is injured while working on an asbestos job, you shall follow these requirements:

- a. For non-life-threatening situations, employees injured or otherwise incapacitated shall be decontaminated following normal procedures with assistance from fellow workers, if necessary, before exiting the workplace to obtain medical treatment.
- b. For life-threatening injury or illness, worker decontamination takes a low priority. Measures necessary to stabilize the injured worker, removal from the workplace, and medical treatment take top priority. Inform emergency response personnel, who are providing medical treatment or transportation, of the existence of asbestos contamination on the injured or ill worker.
- c. If the injured or ill worker is to be moved off JSC while wearing contaminated work clothing, a knowledgeable person from the worksite shall accompany the worker to provide information to the receiving medical unit, and to assist in controlling the further spread of asbestos contamination outside the enclosed area.

### **12.14.6 Emergency reporting**

Report a fire, medical, or other emergency associated with an asbestos-related activity specified in Part 12 by calling the JSC EOC at x33333 or (281) 483-3333 for JSC, Sonny Carter Training Facility and Ellington Field.

### **12.14.7 Mishap notification, investigation, reporting, and recordkeeping**

The notification, investigation, reporting, and recordkeeping of mishaps that occur during asbestos-related activities specified in Part 12 shall follow Chapter 2.6 of this Handbook as well as the recordkeeping requirements of all applicable OSHA regulations and standards.

### **12.14.8 Emergency response to fiber release for environmental cleanup**

12.14.8.1 When ACM fiber releases (spills) are located, you shall immediately evacuate personnel and seal off the area. Also contact SMOD at x36726 and the JSC Emergency Dispatch Center (EDC) at x33333 or (281) 483-3333 to request the JSC Spill Team response. The following requirements govern the response:

- a. The Environmental Support Contractor and SMOD personnel will determine control measures to be established. SMOD will determine the need to perform clearance air sampling.
- b. The Environmental Support Contractor personnel, when responding to a fiber release, shall not proceed with the cleanup until they ensure that SMOD has been notified.
- c. Activities for performing site cleanup and decontamination shall be as outlined in JPR IV-4 (see Chapter 12.16, paragraph 12.16.4.2 and Table 12.16-13). The asbestos Competent

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	Expiration Date:	<b>11/25/2018</b>
	Page Number	Page 12.14-3 of 3

Person for the cleanup shall determine whether the cleanup will be conducted under OSHA Class I, II, III, or IV asbestos work procedures.

- d. If spills are small and the Environmental Support Contractor personnel establish the Regulated Area, then they shall disestablish the area after final cleanup and inspection, and will be responsible for removing barrier tape and warning signs. If SMOD establishes the Regulated Area or decides that clearance air sampling is required, SMOD will disestablish the area after final cleanup and inspection, and will be responsible for removing barrier tape and warning signs.
- e. Since communication with all affected parties in the affected area is very important, the organization responsible for establishing the Regulated Area shall ensure that the facility manager and work area supervisor have been informed about the response activity, the cleanup process and clearance air sampling to be performed (if required), and the approximate duration of the cleanup. This notification may be verbal but shall occur before the start of the cleanup. Ask the facility manager and work area supervisor to inform the occupants of the affected area. Additionally, inform occupants and employees in nearby areas about the cleanup activity and the expected duration.
- f. The organization responsible for establishing the Regulated Area and for removing the barrier tape and warning signs shall provide courtesy notification to the EOC security dispatcher at the non-emergency extension (x34658) at the start and completion of the cleanup. Additional notification to JSC management will be made at the discretion of the responders.
- g. The organization responsible for removing the barrier tape and warning signs shall also notify the facility manager and work area supervisor when the area is clean and operations may return to normal. These notifications shall be made in writing within 2 hours of the cleanup completion; e-mail notification is acceptable.