

JSC Safety and Health Handbook	JPR No.	1700.1K
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Chapter 12.6 Notification Requirements

12.6.1 Introduction

All JSC asbestos-related activities require some level of notification as specified below. Resolve any questions or notification before beginning asbestos-related activities. Some jobs require notification of state or federal agencies before beginning them. The JSC Center Operations Directorate, Environmental Management Office (JE), makes all notifications to state or federal agencies for asbestos-related activities at JSC.

12.6.2 JSC offices to be notified

12.6.2.1 The organization starting an asbestos job shall notify the following JSC offices of proposed or planned asbestos-related activities. Failure to provide this notification may result in delay, work stoppage, or discontinuance of the job by the APM, a representative of the Space Medicine Operations Division, or of the Safety and Test Operations Division. Notification requirements are as follows and are summarized in Table 12.6-1:

- a. Notify the facility manager and work area supervisor of all planned asbestos Class I, II, or III work in sufficient time for the facility manager or supervisor to inform building occupants.
- b. Notify the OHB, either orally (x36726) or by fax (x33395), before all asbestos Class I, II, and III activities, as well as for any Class IV asbestos emergency response cleanup activities. Use JF664, "Job Procedures Requirements Permit and Notification," shown in Appendix D for written or fax notification. For telephone (oral) notification, include all information found in Table 12.6-2 at the end of this chapter.
- c. Notify the JSC Environmental Office (JE), either orally (x33120) or by fax (x33048), when any asbestos Class I or II activities will cause the removal, abatement, or encapsulation of more than 260 linear feet, 160 square feet, or 35 cubic feet of ACM; or will cause the demolition of a building or portion thereof, regardless of whether ACM has been identified or not. At least 15 working days before the start of these activities, provide the Information on the most current revision of Form APB#5, "TDSHS Renovation or Demolition Notification Form." You can download a copy of this form and instructions for filling it out from the TDSHS Asbestos Programs Home Page at <http://www.dshs.state.tx.us/asbestos/default.shtm> A link to this form is also shown in Appendix D.

NOTE: The JSC Environmental Office (JE) will make all required notifications to external state and federal governmental agencies. Additionally, JE will determine whether and when there are any exemptions for TDSHS notifications.

12.6.3 Project design requirements

12.6.3.1 The job-specific performance requirement descriptions in Chapter 12.15 and Chapter 12.16 of this Handbook are the pre-approved project designs for asbestos Class I and Class II abatement activities involving less than 260 linear feet, 160 square feet, or 35 cubic feet of ACM or PACM and for asbestos Class III activities.

12.6.3.2 If your activity will cause the demolition of a building or portion thereof, regardless of whether ACM has been identified or not; or if you perform asbestos Class I or Class II or Class III

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work using an Alternative Procedure under Chapter 12.2, Paragraph 12.2.2; or if you perform asbestos Class I or Class II abatement work involving the removal of ACM or PACM in an amount equal to or greater than 260 linear feet, 160 square feet, or 35 cubic feet, you shall:

- a. Provide the JSC APM and the OHB with a project design before beginning work. To meet the requirements of both OSHA (under 29 CFR 1926.1101(g)) and the EPA (under 40 CFR 763.90(g)), the project design shall be reviewed and approved by an accredited project designer who meets the requirements of 40 CFR 763, Appendix C, Model Accreditation Plan.
The JSC APM and the OHB shall review and approve the project design for use at JSC. You shall not begin work until the JSC APM and the OHB approve your project design.
- b. Provide all information necessary for the JSC APM to make required notices to all federal, state, and local agencies responsible for enforcement of the National Emission Standard for Asbestos or other applicable regulation within the required time period. The JSC APM must receive this information at least 15 working days prior to the start of: (i) any planned abatement involving the removal of ACM or PACM in amounts equal to or greater than 260 linear feet, 160 square feet, or 35 cubic feet; or (ii) the demolition of a building or portion thereof. You shall not begin these activities until 10 working days after the JSC APM confirms that the required documents were filed with the TDSHS.
- c. Submit a project design that contains:
 - (1) Documentation that required permits, site location, and arrangements for transport and disposal of asbestos-containing waste have been made, per JPR 8550.1, latest revision
 - (2) A detailed design outlining the sequence of events, including days or shifts per event, and procedure(s) to be followed.
 - (3) Documentation that the contractor's employees – including foremen, supervisors, Competent Persons, and any other company personnel or agents who may be exposed to airborne asbestos fibers or who may be responsible for any aspect of the abatement action – have received all necessary training that includes, at a minimum, the training requirements of 29 CFR 1926.1101.
 - (4) Documentation that all employees or agents who may be exposed to airborne asbestos in excess of the PEL of 29 CFR 1926.1101 or who shall wear respiratory protection have been medically examined as required by the regulation to determine whether they are physically capable of working while wearing a respirator without suffering adverse health effects, or whether they have any condition that might be aggravated by exposure to asbestos.
 - (5) Shop drawings for layout and construction of the Regulated Area containment systems, decontamination areas, and other barriers to isolate the work area. Drawings shall include the negative-pressure equipment location as detailed in the project specifications and required by regulation.
 - (6) Manufacturer's certification that HEPA-filtered vacuums, negative-pressure ventilation units, and other local exhaust ventilation equipment conform to ANSI Z9.2.
 - (7) A copy of the written notification to owners of rental equipment to be used in abatement areas or to transport asbestos waste.

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- (8) Documents showing NIOSH approvals for all respiratory protective devices to be used on site. If supplied-air respirators are used, document that the air source has been checked and qualified to provide breathing air meeting the requirements of the CGA, Specification G-7, for D-grade air.
 - (9) Documentation of respirator fit testing for all contractor employees and agents who must enter the restricted or enclosed area. This fit testing shall meet the requirements of 29 CFR 1926.1101 and 29 CFR 1910.134, as a minimum.
 - (10) Necessary documentation to demonstrate compliance with the applicable paragraphs of Part 12 and applicable federal, state, and local regulatory requirements.
- d. Ensure the contractor performing the asbestos work complies with the approved project design.
 - e. Ensure that any changes to a building demolition (total or partial) or an asbestos abatement activity affecting start dates, end dates, or quantities, etc., where the JSC APM must notify the TDSHS of a project amendment, are submitted in writing to the APM at least 2 working days in advance. The APM will process the request and submit the amendment to the TDSHS. The contractor shall not implement the changes until the JSC APM confirms that the required amendments were filed with the TDSHS. If the project start date was changed, then the contractor shall not begin these activities until 10 working days after the JSC APM confirms that the required amendment was filed with the TDSHS.
 - f. During major, large-scale abatement activities, upon request, provide the JSC APM and the OHB with:
 - (1) Job progress reports detailing abatement activities, progress on previously established milestones and schedules; major problems and actions taken; injuries; equipment and bulk material used; air-sampling results taken by the contractor or a representative; and any OSHA compliance monitoring results.
 - (2) Copies of daily worksite entry logs with information on worker and visitor access.

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Table 12.6-1 Notification Requirements				
Notifications Made to:	Asbestos Class			
	I	II	III	IV*
Facility Manager and Work Area Supervisor	X	X	X	X
Space Medicine Operations Division	X	X	X	X
JSC Environmental Office (JE): shall provide written notice 15 working days before project start when exceeds limits or involves building demolition	X	X		
* Asbestos Class IV notifications only required for emergency response				

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Table 12.6-2 Telephonic and Oral Notification Requirements	
a.	Name and Telephone Number of caller
b.	Organization and Employer
c.	Job Location: Building Number and Room Number
d.	Asbestos JPR and description of activity
e.	Start Day and Time
f.	Estimated job completion Day and Time
g.	Name and Telephone Number of the Competent Person
h.	Amount of ACM that will be removed in either linear feet, square feet, or cubic feet
i.	Asbestos Training and Respirator Fit Test dates for the Competent Person and each Asbestos Worker
j.	Assurance the following items on the work permit are available at the worksite: <ul style="list-style-type: none"> • Respirators and PPE or clothing • Materials to establish the Regulated Area • Equipment to perform the JPR and perform cleanup or decontamination • Hazard warning signs