I. Purpose/Introduction/Rationale

Facilities Management is responsible for all College asbestos abatement activities and represents the College on matters of regulatory compliance. The Facilities Management provides technical oversight, specifications, and recommended procedures as requested by the College and maintains a record of all asbestos abatement projects conducted by the College. Asbestos containing materials (ACM) were used widely as construction and insulating materials in buildings from the 1940's through the late 1970's.

Asbestos-containing materials are regulated by the Federal Government through the Environmental Protection Agency (EPA) and the Occupation Safety and Health Administration (OSHA) and by the State of Florida through the Environmental Protection Agency (EPA) in terms of employee and environmental protection.

II. Procedure or Application

A. Responsibilities

1. Facilities Management is responsible for management of asbestos-containing materials in accordance with the overall policies of the College, including notification to the State of Florida Environmental Protection Agency (EPA) and the Federal Bureau of Air Quality Management of planned removal or unanticipated release of asbestos.

2. Facilities Management is responsible for all College asbestos abatement activities and represents the College on matters of regulatory compliance. The Facilities Management provides technical oversight, specifications, and recommended procedures as requested by the College and maintains a record of all asbestos abatement projects conducted by the College.

B. Actions that may be taken

Effective management of asbestos-containing materials includes the following approaches, depending on the nature of the material, its condition, and potential for exposure. ACM that is in a safe condition and does not present a danger to students, staff, and/or faculty may be left in place.

For ACM that presents a potential for exposure, one or more of the following remedial actions may be appropriate:

1. Remove and secure disposal of asbestos-containing materials.

2. Enclosure and encapsulation of asbestos-containing materials.

3. Restricted access and isolation of non-public areas where ACM may be present.

C. College policy

1. Rollins College is committed to protecting the health and safety of its students, faculty, and staff from unsafe exposure to asbestos. The College complies with applicable laws and regulations concerning asbestos-containing materials.
2. In support of this policy, the following principles will guide Facilities Management in the management of asbestos at Rollins College:
   a. Suspected asbestos problems will be promptly investigated and appropriate action taken to protect the safety and health of the College community. Abatement procedures and activities should be fully documented and appropriately recorded by Facilities Management.
   b. Where required, abatement of asbestos may include removal, encapsulation, enclosure, or other forms of isolation and security to properly protect health and safety.
   c. Protection of service workers with the potential for exposure to asbestos-containing materials through their duties is a College priority.
   d. Employees and contractors engaged in service work that might result in exposure to asbestos-containing materials shall be properly trained in asbestos awareness. When working in areas where asbestos exposure is a potential hazard, service employees shall be provided with appropriate protective equipment.
   e. Asbestos abatement projects and disposal of asbestos-containing materials shall be performed by qualified College or contractor personnel in accordance with established laws and regulations.

3. Communication with occupants of College buildings is an important element in effective asbestos management. Students, faculty, and staff should be provided timely and accurate information about asbestos abatement activities that may affect them.

III. Related Policies or Applicable Publications
N/A

IV. Appendices/Supplemental Materials
N/A

V. Rationale for Revision
N/A