

## APPENDIX A

### Operations and Maintenance Program FOR AHERA

The LEA is required to initiate an operations and maintenance program whenever ACBM is present in a regulated building. This OMP encompasses friable ACBM (documented or assumed) and non-friable ACBM (documented or assumed) which may become friable due to building activity or use. The elements of an O&M program include: employee training, worker protection, cleaning and maintenance operations, fiber release episode management, periodic surveillance, and recordkeeping/documentation.

The AHERA regulation defines those activities which are allowed to be conducted by LEA employees as "small scale short duration". The definition is ambiguous but can be interpreted as 1) removal of small quantities of ACBM only if required in the performance of other maintenance, and not intended as asbestos abatement; 2) removal of thermal insulation in amounts not greater than that which can be contained in a single glovebag; 3) minor patching and repair to surfacing or thermal insulation which does not include removal. The State of New Jersey has additional restrictions in NJAC 5:23-8 which limits the quantities of ACBM which can be disturbed by LEA employees. Any activity involving the removal of greater than 3 linear or square feet is excluded from this definition and must be accomplished by a licensed contractor accredited to do such work.

#### A. Employee Training

The LEA must provide awareness training of at least two (2) hours to maintenance, engineers, and custodial workers who are employed by the LEA and work in buildings that contain ACBM. This awareness training is required whether or not these individuals work with ACBM. New employees shall be trained within 60 days after they begin work. This training shall include, at a minimum, 1) information about asbestos and its different uses and forms; 2) background concerning health effects as associated with asbestos exposure; 3) the locations of ACBM as identified throughout each school building; 4) the recognition of damage, deterioration and delamination which may be related to exposure potentials; and 5) the name and phone number of the individual who has been designated as the LEA asbestos coordinator who will provide access to the management plan.

The LEA is also required to provide in depth training to those employees who conduct any activity which will result in the disturbance of ACBM. This training shall include the previously described two (2) hour awareness as well as fourteen (14) additional hours. This additional 14 hours shall include, at a minimum 1) descriptions in the proper methods of handling ACBM; 2) proper use of protective equipment such as respirators, disposable clothing, HEPA vacuums, etc...; 3) complete description of the requirements of AHERA to include reporting, air sampling, NESHAPS, OSHA regulations; 4) hands-on training in the use of personal protective equipment and work procedures.