



Date: October 7, 2014

To: PMCS, OFPC, UEM, Facilities Services, Athletics, ITS, DHFS

Cc: Chip Rogers, Associate Director of Environmental, Health & Safety

From: John Salsman, Director of Environmental, Health & Safety

RE: Asbestos Waste Manifests

This memo is to inform departmental leaders of changes to University procedures in order to ensure compliance with federal transportation regulations. This requirement is for all asbestos notified jobs as well as Operations & Maintenance (O&M) work.

Non-UT Employees

All third party asbestos consultants or the asbestos abatement contractor will be required to sign asbestos manifests on all projects at UT Austin facilities. The Project Manager must verify compliance with all Federal and State requirements. This should ensure that the training is appropriate and current for function specific Class 9 asbestos waste and security training as regulated by the U.S. Department of Transportation. These requirements will be outlined in the bid documents or the proposal. The individual signing the manifests for the project, either the third party asbestos consultant or the abatement contractor, must have all the appropriate and current training. Third party asbestos consultants or abatement contractors who cannot fulfill this requirement will not be eligible to work on asbestos abatement projects at UT Austin facilities.

Third party asbestos consultant must call UT PD at x4441, EHS x13511, and the UT Project Manager for emergencies that involve asbestos waste while on UT Austin's campus.

Third party consultants must immediately notify EHS if an audit by a regulator occurs.

On the rare occasion when neither the third party consultant nor the designated abatement contractor is able to sign asbestos manifests, prior arrangements must be made with the EHS Director to have an EHS employee sign the waste manifest.

When third party consultants are overseeing abatement work performed by the PMCS Abatement Shop, including their designated abatement contractor, the Abatement Supervisor or designee may sign the manifests. The Abatement Supervisor must possess appropriate and current function specific training for Class 9 asbestos waste and security training as regulated by the U.S. Department of Transportation.

Records Retention

Copies of all manifests generated by non-UT employees must be provided to EHS. A copy should be kept by the individual who signs the manifest and must be kept for three years. This requirement will be outlined in the bid documents or the proposal. In addition, the "Generator's to Initial" copy and the "Designated Facility to Generator" copy should also go to EHS.

UT-Employees

UT personnel who have the appropriate, current, and documented U.S. Department of Transportation function specific and security training can sign asbestos manifests for their projects.

Manifests generated by departments other than EHS, must provide EHS with a copy of the signed manifests.

Records Retention

All manifests generated from PMCS or UT-Abatement Shop projects will be maintained by the EHS. A copy should be kept by the generator, individual who signs manifest, and must be kept for three years. This will be outlined in the bid documents or the proposal.

Training

This is federally required training that must be documented as successfully completed every three years.

Questions

Any questions should be addressed to EHS at 512-471-3511.