





 Pembina Trails School Division <i>Accomplish Anything</i>	SAFE WORK PROCEDURE	Asbestos Ceiling Tile Removal (Max. 10) Page 1 of 3
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Location :	Written By:	Approved By:	Date Created	Last Revision
All Buildings	Lorie Carriere Kevin Martel	Gordon Howe	June 14, 2010	January 20, 2011 April 11, 2018

PERSONAL PROTECTION EQUIPMENT (PPE)	
 Safety glasses must be worn at all times in work areas.	 Long and loose hair must be tied back and covered
 Appropriate footwear must be worn. Shoe must be fully enclosed. No open toed shoes.	 Tyvek suit or protective coveralls should be worn to protect workers clothing.
 Latex gloves must be worn.	 Respirator with HEPPA Filters, respirator wipes/sanitizing pads

HAZARDS PRESENT	OTHER EQUIPMENT	ADDITIONAL REQUIREMENTS
<ul style="list-style-type: none"> Inhalation /ingestion of asbestos fibers Asbestos dust Spread of asbestos Improper waste disposal 	<ul style="list-style-type: none"> 6-mil polyethylene Bags, & plastic drop sheets Duct tape Water sprayer HEPPA Filter Vacuum Wetting agent 	<ul style="list-style-type: none"> Asbestos Abatement Training Respirator Fit Testing

SAFE WORK PROCEDURE
<p>PROCEDURE:</p> <ol style="list-style-type: none"> Eating, drinking, chewing or smoking is prohibited in the work area. Remove all occupants from the work area. Close area to staff & students. Relocate all non-essential equipment from the area, e.g. desks, papers, chairs, etc. Post signage at all points of entry, clearly identifying that the area is an Asbestos Work Site and that access by unauthorized personnel is strictly prohibited.

4. Don the half mask respirator and attach the P100 filters. Conduct a leak test. Protection and protective clothing is available to any worker who requests such equipment.
5. Don all personal protective equipment prior to starting work. E.g. safety glasses, gloves, protective clothing, etc.
6. Place polyethylene sheeting on the floor beneath the work area. If you are working around air ducts they must be covered with poly and securely sealed or otherwise shut down.
7. Erect the step ladder directly below the work area.
8. Do not grind, cut, drill, sand or scrape asbestos containing material with power tools unless they are equipped with a HEPPA Filter.
9. Wet handling techniques must be used to control dust on the surfaces of any asbestos-containing materials mentioned in Type 1 removal unless wetting creates a hazard or causes damage. Spray the area with a wetting agent where the tiles are to be removed with water to control the dust. (Wetting Agent: Non-sudsing surface active agent. Acceptable products: Aqua-Gro or Palmolive dish soap mixed with water)
10. Push the ceiling tile up as gently as possible. Raise it far enough above the neighboring tiles so that the tile can be moved to rest on the tiles next to it.
11. Move the least amount of ceiling tiles required to get the job done. Move no more than 10 ceiling tiles.
12. If ceiling tiles are to be replaced, immediately lower the tile to the ground, in a manner which will not break the material. Immediately place the ceiling tile into a double-bagged 6-mil polyethylene bag. Securely tie and dispose of as asbestos waste at the end of the removal activity. Avoid any unnecessary breakage of these tiles during packaging.
13. Using a HEPPA vacuum cleaner, vacuum the area in the ceiling opening.
14. Install the new tile or replace the original Asbestos tile as gently as possible, generating as little dust as possible.
15. Vacuum the outside edges of the tile if the asbestos tile was replaced.
16. Vacuum or wet wipe the ladder and any tools used. Vacuum any protective clothing you are wearing and clean the outside of the vacuum.
17. Gently remove the polyethylene drop sheet and place into the Asbestos waste bags. Twist the inside bag shut and seal with duct tape. Fold the bag down into the outside bag.

18. Vacuum or wet wipe the outside Asbestos waste bag. Place wipes and gloves into the outside bags.
19. If wearing half mask respirator, remove the filters and place into the outside waste bag. Wet wipe the respirator using respirator wipes. Place wipes into the Asbestos waste bag. Store your respirator in its storage bag.
20. All bags are to be sealed as follows: the inside bag opening is twisted shut, sealed with duct tape and folded down into the outside bag. The outside bag is twisted shut and sealed with duct tape. If labeled bags were not purchased, all bags must be labeled with "ASBESTOS WASTE."
21. Proceed with the dismantling of any barricades and signage only after asbestos waste has been removed from the area.
22. Wash hands and face immediately after work has been completed or if leaving the work area. All workers must wash before leaving the work area.
23. **DO NOT OPEN OR REMOVE THE HEPPA VACUUM CLEANER BAG.** If the vacuum feels like it may be full or it does not have adequate suction, return the vacuum to Facilities. They will contact Power Vac to have the bag removed and replaced.
24. Asbestos Waste Disposal:
 - i. Contact City of Winnipeg: #986-4813
They will ask for a description of the vehicle (e.g. ½ ton, van, etc.; any markings; who will be delivering the waste as well as where the waste is coming from (i.e. which school). If using an open truck it must be tarped.
 - ii. City must be contacted on Mondays. The Brady Landfill site is open from 8:00 – 3:00 on Wednesdays only. However they will not take any waste unless it was called into Dorothy Steele on the previous Monday. City will fax over the information to Brady Landfill and they will only accept deliveries that are approved.
 - iii. Regular tipping fees apply, \$43.50 for all vehicles over ½ tone.

REGULATORY REQUIREMENTS

- WS&H Act W210, Section 4, 5, 7, 7.1
- Mb. Regulations 217/2006,
 - o Part 2, Section 2.1 Safe Work Procedures
 - o Part 6, Section 6.1 PPE
 - o Part 8, Musculoskeletal Injuries
 - o Part 35, WHMIS
 - o Part 36, Chemical Biological Substances Part 37, Asbestos, Sections 37.1 – 37.9
- Guideline for Working with Asbestos