



August 22, 1984

ADMINISTRATIVE MEMORANDUM NO. 89

TO: All Administrative Unit Heads
FROM: Howard W. Bell, Jr.
RE: Protocol for Environmental Control of University Facilities

The University has completed an inventory of all physical facilities to identify areas wherein asbestos has been used for fire protection or as an insulator. Many areas have piping with asbestos sleeves and the fieldhouse has sprayed on asbestos containing accoustical material. In addition there are five buildings where asbestos containing material was sprayed on structural members for fire proofing. They are:

1. Brodie A-1
2. Crosley Tower A-2
3. Proctor Hall
4. Raymond Walters College
5. Tangeman University Center

Upon the recommendation of the Asbestos Control Task Force and in conformity with standards established by EPA and OSHA, an Asbestos Control Program is now in effect.

The essential elements of the program are:

1. The Manager of the Occupational Safety & Health Section of the Department of Public Safety (O.S.H. Mgr.) is the Asbestos Control Coordinator.
2. The inventory of University facilities reported by Pedco Environmental, Inc. will form a data base in the Safety Department, recording the location and condition of all known areas containing asbestos.
3. Physical Plant personnel shall be conversant with the inventory of asbestos containing areas and all activity in such area shall be conducted in compliance with the approved protocol. All activity in suspect areas will be reported to the OSH unit of the Safety Department which will assure that safe practices are followed.

4. Planning and Construction personnel shall be conversant with the inventory of asbestos containing areas. In all specifications for construction that disturbs or invades such areas, the protocol to be used during the abatement activity will be clearly set forth. All planned activity in suspect areas will be reported to the OSH unit of the Safety Department who will assure that safe practices are followed.
5. Except Physical Plant employees responding to an emergency, no employee, faculty member or student shall enter into or penetrate non-living space e.g. ceilings, mechanical rooms, etc. in any facility without approval of the Director of Planning and Construction.

Attached, for your information, is a copy of the Policy Statement on Safety and Health at the University of Cincinnati.

Questions regarding this memorandum may be directed to Barbara Keyes at 475-4901.

Attachment

Policy Statement on Safety and Health at the University of Cincinnati

It is the policy of the University to provide an environment for education, work, patient care and research which meets or exceeds applicable federal, state and local standards for health and safety. The University will also adhere to practices which meet or exceed applicable federal, state and local standards for the prevention of damage of the off-campus environment. These practices will include procedures relating to emissions by air, by liquid-carried wastes, by solid waste disposal, or by sonic or electromagnetic radiation.

Equipment specifications, work practices standards, and design principles will be adopted by the University to effectuate this policy. Members of the University Community shall be responsible for following practices designed to minimize risk and thereby avoid harmful exposure to chemicals, biological, or radiological, substances, or physical, or mechanical hazards.

It is the policy of the University to require that all members of the University Community are to use facilities and equipment in prescribed manners so as to avoid injury and health damage to themselves or others. All members of the University Community share in the duty to call observed potential hazards to the attention of appropriate individuals and to specify methods known to them which will eliminate or reduce to an acceptable level those potential hazards.

It is the responsibility of each member of the University Community, through designated safety and health staff, to assist all parties in maintaining safe and healthful conditions at the University. The Department of Public Safety, working through Campus Planning and Construction, Physical Plant, Purchasing and Materiel Management, shall assure to the extent reasonably possible that physical facilities and equipment present no untoward hazard of either physical injury or health damage.