

INSPECTION DOCUMENTS

LEA: CHICO UNIFIED SCHOOL DISTRICT

SCHOOL: CORPORATION YARD

DATE OF INSPECTION: APRIL 1, 1988

INSPECTOR: MICHAEL C. SHARP

ACCREDITATION: UC P.A.I.C. #191

Michael C. Sharp
* (name of inspector)

UNIVERSITY OF CALIFORNIA

BERKELEY

UNIVERSITY EXTENSION

This is to certify that

Michael Christopher Sharp

has attended and satisfactorily passed the exam
for the course

Building Inspection for Asbestos

January 25-27, 1988

This certification is valid until:

January 27, 1989

January 27, 1988

Exam date

191

Certificate number



Vivian Sutcher
Assistant Dean
University Extension

Deborah D. C.
Program Director
Pacific Asbestos Information Center

UNIVERSITY OF CALIFORNIA BERKELEY UNIVERSITY EXTENSION

This is to certify that

MICHAEL CHRISTOPHER SHARP

has attended the refresher course
for building inspectors,

Advanced Topics in Building Inspection
December 13, 1988

Certificate number:

191

Valid until: December 13, 1989



Verina Satcher
Assistant Dean
University Extension

Deborah D.L.
Program Director
Pacific Asbestos Information Center

SUMMARY OF FRIABLE AND NON-FRIABLE ACSM BY BUILDING

CS CODE

N/A

SC-001

SCHOOL PHONE NUMBER

(916) 891-3095

ADDRESS

CORPORATION YARD

(Number)

(Street)

(City)

(Zip Code)

2455 CARMICHAEL DRIVE

CHICO, CA

95928

NUMBER OF BUILDINGS 8

LINE	BUILDING NAME (Indicate Address if Different From Above)	CHECK ONE			
		ACSM		ASSUMED ACSM	
		NONE FRIABLE	NON-FRIABLE	FRIABLE	NON-FRIABLE
1.	UNIT A		X		X
2.	UNIT B	X			
3.	UNIT C	X			
4.	UNIT D	X			
5.	UNIT E	X			
6.	UNIT F/G	X			
7.	UNIT H	X			
8.	UNIT I	X			
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					

Forensic Analytical Specialties, Inc.

Consulting and Laboratory Services in the Forensic and Environmental Health Sciences

BULK ASBESTOS ANALYSIS REPORT

FOR

Client:
Hazard Management Services, Inc.

P.O. Box 7012
Modesto, CA 95355

Client Number: 146
Report Number: 7100
Date Received: 04/05/88
Date Examined: 04/11/88

Lab Number: 8809376
Sample Number: COP-01
Site: Corporation Yard.

Analyst: MF

Location: Bus Garage - Hoist Pit, debris.

P.O.: Chico School District - Corporation Yard.

Gross Description: Black, semi-fibrous debris.

MICROSCOPIC DESCRIPTION:

TOTAL ASBESTOS PRESENT:

Chrysotile
Amosite
Crocidolite

None Det %
None Det %
None Det %
%

None Det %

TOTAL NON-ASBESTOS FIBROUS MATERIAL PRESENT:

Cellulose
Mineral Wool
Polyethylene
Other Fibers

Detected %
Detected %
None Det %
Detected %

Detected %

TOTAL NON-ASBESTOS NON-FIBROUS MATERIAL PRESENT:

Unspecified Particulates

Detected %
%
%
%

Detected %

Analyst:

Michael J. Fox

Supervisor:

[Signature]

COMMENTS: Analysis employs Polarized Light Microscopy with Dispersion Staining, and is performed by an analyst qualified under the EPA bulk asbestos proficiency testing program. Samples with no observable asbestiform minerals are designated as containing less than one percent (<1%) asbestos. Samples in which asbestiform minerals have been observed, but exist in concentrations of less than one percent (<1%) are designated as present in "trace" amounts.

Forensic Analytical Specialties, Inc.

Consulting and Laboratory Services in the Forensic and Environmental Health Sciences
BULK ASBESTOS ANALYSIS REPORT

FOR

Client:
Hazard Management Services, Inc.

P.O. Box 7012
Modesto, CA 95355

Client Number: 146
Report Number: 7100
Date Received: 04/05/88
Date Examined: 04/11/88

Lab Number: 8809377
Sample Number: COP - 02
Site: Corporation Yard

Analyst: MF

Location: Mechanics Office - 9" VFT, brown and backing.

P.O.: Chico School District - Corporation Yard.

Gross Description: Beige floor tile associated with black, tar
adhesive (asbestos in tile only).

MICROSCOPIC DESCRIPTION:

TOTAL ASBESTOS PRESENT:

Chrysotile	1-5	%
Amosite	<1	%
Crocidolite	<1	%

1-5 %

TOTAL NON-ASBESTOS FIBROUS MATERIAL PRESENT:

Cellulose	Trace	%
Mineral Wool	<1	%
Polyethylene	<1	%

Trace %

TOTAL NON-ASBESTOS NON-FIBROUS MATERIAL PRESENT:

Unspecified Particulates	95-99	%
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95-99 %

Analyst:

Michelle Fox

Supervisor:

de

COMMENTS: Analysis employs Polarized Light Microscopy with Dispersion Staining, and is performed by an analyst qualified under the EPA bulk asbestos proficiency testing program. Samples with no observable asbestiform minerals are designated as containing less than one percent (<1%) asbestos. Samples in which asbestiform minerals have been observed, but exist in concentrations of less than one percent (<1%) are designated as present in "trace" amounts.

Forensic Analytical Specialties, Inc.

Consulting and Laboratory Services in the Forensic and Environmental Health Sciences
BULK ASBESTOS ANALYSIS REPORT

FOR

Client:
Hazard Management Services, Inc.

P.O. Box 7012
Modesto, CA 95355

Client Number: 146
Report Number: 7100
Date Received: 04/05/88
Date Examined: 04/11/88

Analyst: MF

Lab Number: 8809378
Sample Number: COP-03
Site: Corporation Yard.

Location: Mechanic's Office - Celotex Ceiling Tiles.

P.O.: Chico School District - Corporation Yard.

Gross Description: Off-white, fibrous ceiling tile.

MICROSCOPIC DESCRIPTION:

TOTAL ASBESTOS PRESENT:

Chrysotile
Amosite
Crocidolite

<1
<1
<1

%
%
%

<1 %

TOTAL NON-ASBESTOS FIBROUS MATERIAL PRESENT:

Cellulose
Mineral Wool
Polyethylene

15-20
45-50
<1

%
%
%

60-70 %

TOTAL NON-ASBESTOS NON-FIBROUS MATERIAL PRESENT:

Unspecified Particulates
Perlite

5-10
25-30

%
%
%

30-40 %

Analyst:

Michelle J. Fox

Supervisor:

[Signature]

COMMENTS: Analysis employs Polarized Light Microscopy with Dispersion Staining, and is performed by an analyst qualified under the EPA bulk asbestos proficiency testing program. Samples with no observable asbestiform minerals are designated as containing less than one percent (<1%) asbestos. Samples in which asbestiform minerals have been observed, but exist in concentrations of less than one percent (<1%) are designated as present in "trace" amounts.

Forensic Analytical Specialties, Inc.

Consulting and Laboratory Services in the Forensic and Environmental Health Sciences
BULK ASBESTOS ANALYSIS REPORT

FOR

Client:
Hazard Management Services, Inc.

P.O. Box 7012
Modesto, CA 95355

Client Number: 146
Report Number: 7100
Date Received: 04/05/88
Date Examined: 04/11/88

Analyst: MF

Lab Number: 8809379
Sample Number: COP-04
Site: Corporation Yard.

Location: Upstairs Bathroom (above Maintenance Office) - 12" VET,
gray and backing.

P.O.: Chico School District - Corporation Yard.

Gross Description: Beige floor tile associated with brown,
glue-like adhesive (asbestos in tile only).

MICROSCOPIC DESCRIPTION:

TOTAL ASBESTOS PRESENT:

Chrysotile
Amosite
Crocidolite

Trace %
<1 %
<1 %

Trace %

TOTAL NON-ASBESTOS FIBROUS MATERIAL PRESENT:

Cellulose
Mineral Wool
Polyethylene

Trace %
<1 %
<1 %

Trace %

TOTAL NON-ASBESTOS NON-FIBROUS MATERIAL PRESENT:

Unspecified Particulates

98-99 %
98-99 %
98-99 %
98-99 %

98-99 %

Analyst:

Michelle Fox

Supervisor:

de

COMMENTS: Analysis employs Polarized Light Microscopy with Dispersion Staining, and is performed by an analyst qualified under the EPA bulk asbestos proficiency testing program. Samples with no observable asbestiform minerals are designated as containing less than one percent (<1%) asbestos. Samples in which asbestiform minerals have been observed, but exist in concentrations of less than one percent (<1%) are designated as present in "trace" amounts.

Forensic Analytical Specialties, Inc.

Consulting and Laboratory Services in the Forensic and Environmental Health Sciences

BULK ASBESTOS ANALYSIS REPORT

FOR

Client:
Hazard Management Services, Inc.

P.O. Box 7012
Modesto, CA 95355

Client Number: 146
Report Number: 7100
Date Received: 04/05/88
Date Examined: 04/11/88

Lab Number: 8809380
Sample Number: COP-05
Site: Corporation Yard.

Analyst: MF

Location: Drivers Room - 9" VFT, grey and backing.

P.O.: Chico School District - Corporation Yard.

Gross Description: Gray floor tile associated with black, tar
adhesive (asbestos in tile only).

MICROSCOPIC DESCRIPTION:

TOTAL ASBESTOS PRESENT:

Chrysotile	Trace	%
Amosite	<1	%
Crocidolite	<1	%

Trace %

TOTAL NON-ASBESTOS FIBROUS MATERIAL PRESENT:

Cellulose	Trace	%
Mineral Wool	<1	%
Polyethylene	<1	%

Trace %

TOTAL NON-ASBESTOS NON-FIBROUS MATERIAL PRESENT:

Unspecified Particulates	98-99	%
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98-99 %

Analyst:

Michelle Fox

Supervisor:

de

COMMENTS: Analysis employs Polarized Light Microscopy with Dispersion Staining, and is performed by an analyst qualified under the EPA bulk asbestos proficiency testing program. Samples with no observable asbestiform minerals are designated as containing less than one percent (<1%) asbestos. Samples in which asbestiform minerals have been observed, but exist in concentrations of less than one percent (<1%) are designated as present in "trace" amounts.

Forensic Analytical Specialties, Inc.

Consulting and Laboratory Services in the Forensic and Environmental Health Sciences
BULK ASBESTOS ANALYSIS REPORT

FOR

Client:
Hazard Management Services, Inc.

P.O. Box 7012
Modesto, CA 95355

Client Number: 146
Report Number: 7100
Date Received: 04/05/88
Date Examined: 04/11/88

Analyst: MF

Lab Number: 8809381
Sample Number: COP-06
Site: Corporation Yard.

Location: Transportation - 12" VFT, yellow and backing.

P.O.: Chico School District - Corporation Yard.

Gross Description: Beige floor tile chips (sample size too small
for accurate quantitation).

MICROSCOPIC DESCRIPTION:

TOTAL ASBESTOS PRESENT:

Chrysotile	Trace	%
Amosite	<1	%
Crocidolite	<1	%

Trace %

TOTAL NON-ASBESTOS FIBROUS MATERIAL PRESENT:

Cellulose	Trace	%
Mineral Wool	<1	%
Polyethylene	<1	%

Trace %

TOTAL NON-ASBESTOS NON-FIBROUS MATERIAL PRESENT:

Unspecified Particulates	98-99	%
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98-99 %

Analyst:

Michelle J. Fox

Supervisor:

de

COMMENTS: Analysis employs Polarized Light Microscopy with Dispersion Staining, and is performed by an analyst qualified under the EPA bulk asbestos proficiency testing program. Samples with no observable asbestiform minerals are designated as containing less than one percent (<1%) asbestos. Samples in which asbestiform minerals have been observed, but exist in concentrations of less than one percent (<1%) are designated as present in "trace" amounts.

Forensic Analytical Specialties, Inc.

Consulting and Laboratory Services in the Forensic and Environmental Health Sciences
BULK ASBESTOS ANALYSIS REPORT

FOR

Client:
Hazard Management Services, Inc.

P.O. Box 7012
Modesto, CA 95355

Client Number: 146
Report Number: 7100
Date Received: 04/05/88
Date Examined: 04/11/88

Analyst: MF

Lab Number: 8809382
Sample Number: COP-07
Site: Corporation Yard.

Location: Drivers Room - (1'x1') Acoustic Ceiling Tile.

P.O.: Chico School District - Corporation Yard.

Gross Description: Off-white, fibrous ceiling tile.

MICROSCOPIC DESCRIPTION:

TOTAL ASBESTOS PRESENT:			<1	%
Chrysotile	<1	%		
Amosite	<1	%		
Crocidolite	<1	%		
TOTAL NON-ASBESTOS FIBROUS MATERIAL PRESENT:			90-95	%
Cellulose	90-95	%		
Mineral Wool	<1	%		
Polyethylene	<1	%		
TOTAL NON-ASBESTOS NON-FIBROUS MATERIAL PRESENT:			5-10	%
Unspecified Particulates	5-10	%		

Analyst:

Michelle J. Fox

Supervisor:

de

COMMENTS: Analysis employs Polarized Light Microscopy with Dispersion Staining, and is performed by an analyst qualified under the EPA bulk asbestos proficiency testing program. Samples with no observable asbestiform minerals are designated as containing less than one percent (<1%) asbestos. Samples in which asbestiform minerals have been observed, but exist in concentrations of less than one percent (<1%) are designated as present in "trace" amounts.

Forensic Analytical Specialties, Inc.

Consulting and Laboratory Services in the Forensic and Environmental Health Sciences

BULK ASBESTOS ANALYSIS REPORT

FOR

Client:

Hazard Management Services, Inc.

P.O. Box 7012

Modesto, CA 95355

Client Number: 146

Report Number: 7100

Date Received: 04/05/88

Date Examined: 04/11/88

Lab Number: 8809383
Sample Number: COP-08
Site: Corporation Yard.

Analyst: ME

Location: Back Transportation Office - 12" Vinyl Floor Tile,
light-grey.

P.O.: Chico School District - Corporation Yard.

Gross Description: White, floor tile.

MICROSCOPIC DESCRIPTION:

TOTAL ASBESTOS PRESENT:

Chrysotile	<1	%
Amosite	<1	%
Crocidolite	<1	%

<1 %

TOTAL NON-ASBESTOS FIBROUS MATERIAL PRESENT:

Cellulose	Trace	%
Mineral Wool	<1	%
Polyethylene	<1	%

Trace %

TOTAL NON-ASBESTOS NON-FIBROUS MATERIAL PRESENT:

Unspecified Particulates	98-99	%
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98-99 %

Analyst:

Michelle J. Fox

Supervisor:

de

COMMENTS: Analysis employs Polarized Light Microscopy with Dispersion Staining, and is performed by an analyst qualified under the EPA bulk asbestos proficiency testing program. Samples with no observable asbestiform minerals are designated as containing less than one percent (<1%) asbestos. Samples in which asbestiform minerals have been observed, but exist in concentrations of less than one percent (<1%) are designated as present in "trace" amounts.

Forensic Analytical Specialties, Inc.

Dear Local Educational Assistance Official:

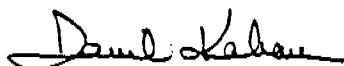
Forensic Analytical Specialties, Inc., in accordance with the Asbestos Hazards Emergency Response Act, has received Accredited Laboratory status for the purpose of analyzing suspected asbestos-containing materials in schools. Verification of this accreditation can be found in the Federal Register/Vol. 53, No. 169/August 31, 1988, page 33611.

The analysis of each sample received by our laboratory becomes the responsibility of one of our qualified microscopists. Different samples within a single group or in different groups submitted by the same client may be assigned to different analysts. In order to simplify the reporting process, the analyst responsible for each sample is listed by initials in the upper right-hand corner of each report and the report is signed solely by the lab supervisor. To satisfy any questions regarding signatures by each analyst involved in sample characterization, listed below are the signatures corresponding to the analyst's initials which you may find on your particular set of reports:

<u>Initials</u>	<u>Analyst Name</u>	<u>Analyst Signature</u>
BB	Brent Beadnell	<i>Brent Beadnell</i>
MF	Michelle Fox	<i>Michelle Fox</i>
DK	David Kahane	<i>David Kahane</i>
JM	Jeff Malaihollo	<i>Jeffrey A. Malaihollo</i>
DN	David Nesbitt	<i>David Nesbitt</i>
SAS	Stephen A. Shaffer	<i>Stephen A. Shaffer</i>
BT	Boyd Taylor	<i>Boyd Taylor</i>

I hope that this additional information will help clarify any issues regarding laboratory result reporting practices under AHERA. We wish you good luck in the effective implementation of your Hazard Management Plan.

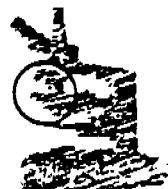
Sincerely,



David Kahane
Director of Environmental Services
Forensic Analytical Specialties, Inc.

Consulting and Laboratory Services in the Forensic and Environmental Health Sciences

3777 Depot Road, Suite 406 - 408, Hayward, CA 94545 415/887-8828 FAX 415/887-4218





- 21 -

9220

Stephen A. Shaffer
Forensic Analytical Specialties, Inc.
3777 Depot Road Suite 408
Hayward, CA 94543

SUBJECT: EPA Interim Laboratory Accreditation for Laboratories
Which Offer Analysis of Bulk Samples for Asbestos

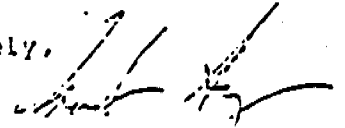
Dear Laboratory Director:

The U.S. Environmental Protection Agency (EPA) has completed its review of the results of the second round of analyses in the EPA "Interim Asbestos Bulk Sample Analysis Quality Assurance Program." I am pleased to inform you that your laboratory has successfully classified each of four bulk samples submitted to your facility as either asbestos-containing or nonasbestos-containing. Since each sample was correctly classified, a status of "accredited" has been assigned to your laboratory. As you are aware, each laboratory is also given a numerical score which does not affect your accredited status. The numerical score reflects your laboratory's performance in determining the quantity and type of asbestos in the asbestos-containing samples. Your laboratory's score is 100 %.

As announced in the FEDERAL REGISTER of March 29, 1988 (see enclosed copy), the second round of the EPA Interim Program is the last planned round of EPA accreditation. Laboratories which are accredited in the second round of this program will be considered accredited until January 12, 1989. The National Bureau of Standards (NBS) will begin formal operation of the National Voluntary Laboratory Accreditation Program (NVLAP) for laboratories which conduct analyses of bulk samples for asbestos by polarized light microscopy (PLM) in October 1988. Applications for participation in this program are currently being accepted. You may contact Dr. Larry Gallowin of NBS at (301)975-4022 for enrollment information. An exception to the EPA deadline of January 12, 1989 has been made for laboratories which are accredited in the second EPA round and have enrolled in the NUS program by September 30, 1988. These laboratories will be considered accredited by EPA until NBS has completed its first evaluation of an individual laboratory's performance. The enclosed copy of the FEDERAL REGISTER notice details the period of transition from EPA accreditation to NBS accreditation. Please note that a laboratory currently accredited by EPA must enter the NBS program and receive accreditation from NBS to continue analysis of bulk samples from school buildings.

Should you have any questions regarding the current EPA round of accreditation, you may contact Bruce Harvey of Research Triangle Institute at (919)541-6169. Thank you for your participation in the program.

Sincerely,


Martin P. Halper, Director
Exposure Evaluation Division (TS-722)

FORENSIC ANALYTICAL SPECIALTIES INC. - ASBESTOS ANALYSIS LABORATORY REQUEST FORM

BULK SAMPLES

3777 Depot Rd: Suite 408 Hayward, Ca. 94545

(415) 887-8828

Page 1 of

HAZARD MANAGEMENT SERVICES, INC.

Bill To:

P.O. Box 7012, Modesto, Ca 95355

Billing Address:

District or Business

School Corporation yard

OR

Bldg

Report Number

Date Rec'd

Reported Results Date/Time/By

Collected by:

Date

Sent to Lab by:

date

LAB Request: % Asbestos By PLM

FAI Lab#	Sample #HMS-	1 - 1 page No	MATERIALS/LOCATION	% Asbestos
	COP-01		M: Debris L: Bus Garage - (Hoist Pit)	0
	COP-02		M: VFT - 9" - Brown & Backing L: Mechanics Office	1-5
	COP-03		M: Celotex Ceiling tiles L: Mechanics Office	0
	COP-04		M: VFT - 12" - Grey & Backing L: Up stairs bathroom - (above Maintenance office)	Tile only 1
	COP-05		M: VFT - 9" - Grey & backing L: Drivers Room	Tile only 1
	COP-06		M: VFT - 12" - Yellow & Backing L: Transportation	Tile only 1
	COP-07		M: Acoustic Ceiling Tile (1'x1') L: Drivers Room	0
	COP-08		M: VFT - 12" - Light Grey L: Back Transportation Office	0
	COP-		M: L:	
	COP-		M: L:	

HMS, Inc.
HAZARD MANAGEMENT SERVICES, INC.
209-577-8209

DATE: May 4, 1988

TO: Asbestos Hazard Emergency Response Act (AHERA) Clients

FROM: James E Sharp, President

RE: Adjusted Asbestos Inspection Schedule

This is an update on HMS, Inc.'s schedule to inspect your school facilities for asbestos in compliance with the Environmental Protection Agency's Asbestos Hazard Emergency Response Act (AHERA). As you know there have been several interpretations of the rules which have caused delays. Since both the EPA and the Office of Local Assistance regulate how the inspections are to be conducted and how the management plans are to be submitted, we have maintained constant communications with both agencies. I think they have their act together now.

Another factor which has caused delay is the add-ons we have experienced in over half of the districts we have inspected. The AHERA regulation says that all buildings owned, leased, or otherwise used as school buildings shall be inspected. This includes district offices, maintenance buildings, bus garages, dormitories, nightwatchmen's homes (if owned by the school), outdoor education facilities, etc. If you own buildings that are abandoned or leased out to others, you do not have to inspect them unless you use them for storage or if any maintenance or custodial personnel provide services there. Of course, if you plan to reoccupy a site, you must inspect it thirty days prior to reoccupancy. Please carefully evaluate your sites so we can accurately anticipate the time and personnel necessary to keep our schedules.

Many of you have already sent in your SP-1A's or similar drawings. We use these to evaluate the time and personnel necessary to complete a districts inspections. I'm sure you are aware that many of these drawings are old and inaccurate. Usually, there have been portables added (sometimes removed), but the add-ons must be inspected. One or two additional portables have little impact, but one district had seventeen extra portables. Of greater impact is the addition of maintenance facilities, outdoor education centers, or other sites which you may not think need to be inspected. Please evaluate all the facilities within your district's uses so that we know, in advance, how to plan our time.

Below you will find a current schedule for our AHERA inspections.

HMS, Inc.
HAZARD MANAGEMENT SERVICES, INC.
209-577-8209

TO: AHERA Clients

FROM: James E Sharp, President
Hazard Management Services, Inc.

DATE: July 11, 1988

RE: OLA-AHERA Forms

Within the past few days you have received from the Office of Local Assistance copies of the AHERA MANAGEMENT PLAN REQUIRED FORMS. These long-awaited forms will now enable us to complete your asbestos inspection and management plan reports. It will be necessary for you to complete the first two sections of the AHERA General Data Form A for each site in your District. Then you must send these forms to HMS, Inc. immediately (no later than July 30, 1988).

You will have to make copies of this form so that you complete one for each site. For instance, if you have four separate schools, a district office, a maintenance yard, a bus garage and, perhaps, a separate Special Ed site, you would have to complete eight of the Form A sheets.

You must complete the GENERAL DATA section of the sheet which includes the name of the LEA, the school name, address and phone number, its CDS code, its enrollment and the number of school employees. Hazard Management Services, Incorporated (HMS, Inc.) will complete the number of buildings at each site.

In the LEA AHERA DESIGNEE section you must name the person who will be in charge of your ongoing management plan. You must complete the designee's name, address and phone number. HMS, Inc. will complete the designee's training data.

HMS, Inc. will complete the remainder of the OLA Management Plan (FORMS B-H). In order to tailor the data for your district we will be in contact with you or your AHERA designee. As soon as we complete the forms, they will be returned to you for appropriate signatures so that you can send them to the Office of Local Assistance.

If you have not received these forms please call David Smith of OLA at (916) 445-5177. If you still have questions, please call HMS, Inc. at (209) 577-8209 in Modesto or (916) 723-4350 in Sacramento.

Please complete your sections of Form A and send it to HMS, Inc. immediately. Thank you.

HMS, Inc.
HAZARD MANAGEMENT SERVICES, INC.
209-577-8209

TO: AHERA Clients

FROM: James E Sharp, President
Hazard Management Services, Inc.

DATE: July 11, 1988

RE: AHERA-required School Documents

Hazard Management Services, Incorporated (HMS, Inc.) has been unable to secure certain documents from many of our clients which are needed to develop AHERA management plans. Perhaps we have been asking the wrong people because it has become evident in many schools that previous inspections and asbestos abatement projects have occurred but we have not received records which document these activities.

In order for your AHERA management plan to be correctly completed records of asbestos inspections and asbestos abatement activities must be included. Under 40 CFR Part 763 of AHERA the following documentation of asbestos-related activity prior to December 14, 1987 is required:

1. Date of inspection;
2. Location and square or linear footage of sampled material;
3. Laboratory analysis report;
4. Records of any abatement work undertaken. These abatement records should include, if applicable, the names and addresses of contractors, start and completion dates of the work, and air sampling analysis reports.

If your district has undertaken any abatement activities since December 14, 1987, then you must have all abatement related documentation required by AHERA under Section 763.94. Your records should include the following:

1. Description of action and method used;
2. Location of the abatement activity;
3. Reasons for selecting the measure or action;
4. Start and completion dates of the work;
5. Names and addresses of all contractors;
6. Contractor certification and accreditation documentation;

TO: AHERA Clients
DATE: July 11, 1988
RE: AHERA-required School Documents
Page Two

7. Name and location of waste disposal site (waste manifest);
8. Name and signature of person(s) doing clearance air sampling;
9. Dates and locations of air samples;
10. Laboratory report including a statement that the laboratory meets the applicable requirements of AHERA.

All districts were required to maintain records of inspections for asbestos that were done to satisfy the Asbestos-in-Schools rule of May 27, 1982. We ask that you send us copies of these records so that we may incorporate them into the management plan as required. Send us, also, copies of your records documenting abatement activity prior to and after December 14, 1987. If you have no records, please notify us in writing.

Thank you for your cooperation. If you have any questions regarding these records or other AHERA-related matters, please feel free to call us at (209) 577-8209.

Send copies of records to P.O. Box 7012, Modesto, CA 95355-7012.

Sincerely,

Shirley Cartwright
Project Coordinator

jrs

HMS, Inc.
HAZARD MANAGEMENT SERVICES, INC.
209-577-8209

DATE: August 15, 1988

FROM: James E Sharp, President, Hazard Management Services, Incorporated (HMS, Inc.)

TO: AHERA Clients

RE: LEA AHERA Designee

Thank you for sending your OLA AHERA forms to us. Those districts which have not yet selected an LEA AHERA Designee, please notify our office as soon as you have made your decision. Remember, this should be the person in charge of asbestos matters for the entire district. The most common selections are superintendents, assistant superintendents in charge of business, and heads of maintenance. Once again, please make this decision soon and notify our office promptly. We strongly recommend your LEA AHERA Designee attend the two-hour training program (mandatory for all maintenance and custodial personnel) which will be taking place soon.