

Asbestos Management Policy

Department:	All Departments	Policy Number:	H04-0600-19
Section:	Health and Safety	Effective Date:	August 13, 2019
Subject:	Asbestos Management Policy	Revised Date:	
Authority:	<i>Ontario Regulation 278/05, By-Law 2019-0XX</i>		

1. Purpose

Municipality of Brockton is vitally interested in the ongoing health and safety of our employees, clients, visitors and the public at large, and strives to protect our stakeholders from the potential dangers of exposure to asbestos. This Policy has been adopted to provide employees with knowledge of the presence of asbestos in the workplace and procedures for the safe handling of asbestos as per *Ontario Regulation 278/05*.

2. Responsibilities

2.1 Municipality of Brockton

It is the responsibility of Municipality of Brockton to:

- Assess all municipally owned buildings for the presence of Asbestos in a manner compliant with *Ontario Regulation 278/05*;
- Notify all employees or contractors working in the building of the presence and location of any know asbestos containing material that they may be in contact with during the course of their work.
- Prepare a record to be kept on site providing the location of any asbestos and the type of asbestos i.e. friable or non-friable. This record shall be updated whenever the situation changes or at a minimum annually; and
- Develop and implement an Asbestos Management Program including training and procedures for inspection, rating of asbestos condition and operations/work involving asbestos.

2.2 Management

Municipality of Brockton management will:

- Ensure that employees are using the provided personal protective equipment (PPE) properly;
- Ensure that the asbestos management program is trained to all employees who may come in contact with asbestos in their work and ensure that employees are following the established safe work procedures located in the asbestos management plan;
- Address any unsafe acts or conditions; and
- Follow appropriate documentation procedures as required in the asbestos management program.

2.3 Employees

Employees of Municipality of Brockton are responsible to:

- Wear the PPE as required;
- Follow the safe work procedures established in asbestos management program;
- Report any unsafe acts or conditions to their Supervisor/Manager.

3. Asbestos Awareness Training

Training outlined in the asbestos management program will be provided to all affected employees annually.

4. Operations**4.1 Type 1 Operations**

Employees conducting work in Type 1 operations will follow the procedures outlined in the asbestos management plan and its appendices. Employees required to conduct Type 1 work may request a respirator and PPE which shall be provided by Municipality of Brockton.

4.2 Type 2 and 3 Operations

Operations classified as Type 2 or Type 3 operations shall not be undertaken by Municipal staff and shall be contracted out to a company with the required qualifications, training and equipment.

4.3 Demolition

Before any building is demolished, the asbestos management plan shall be consulted and destructive testing indicated in any assessment will be conducted prior to completion of the demolition.

4.4 Inspection

The Municipality of Brockton shall ensure that any asbestos containing materials located on municipally owned land are inspected at a minimum annually by a competent person. Asbestos containing materials found to be deteriorating will be addressed in a timely fashion.