

## HOW TO EFFECTIVELY MANAGE HAZARDOUS MATERIALS INFORMATION AND COMPLIANCE IN COLLEGES AND UNIVERSITIES

---

Various OSHA and EPA asbestos, lead-based paint and hazardous materials regulations clearly require colleges to track the locations of hazardous materials in their buildings and provide proper notifications, warnings and access to safety information. These regulations were enacted to protect construction and maintenance personnel, employees, outside contractors and emergency responders from exposure to hazardous materials. If lack of an adequate material inventory and notification system results in the inadvertent disturbance of asbestos, lead-based paint or stored hazardous material, there can be significant consequences:

First, OSHA and the EPA can cite the college for:

- ✓ Failure to notify
- ✓ Failure to post warning signs
- ✓ Failure to provide containment of the work area
- ✓ Failure to provide training to workers
- ✓ Failure to provide personal protective equipment and respiratory protection
- ✓ Failure to perform worker exposure monitoring
- ✓ Causing a spill and unauthorized release of hazardous materials to the environment

As a result, fines for inadvertent disturbance can be in the tens or even hundreds of thousands of dollars.

Second, OSHA and the EPA can require the decontamination of large areas of the building, resulting in a potentially expensive cleanup costs and temporary loss of use of the affected areas.

Finally, occupants and workers in the vicinity of the disturbance can sue for exposure to the hazardous materials. The courts are full of cases where construction workers, maintenance personnel, and tenants were exposed to asbestos, lead-based paint and mold in buildings. The damages for exposures to these materials can be in the millions of dollars, not including the cost of attorney's fees.

Due to hazardous material exclusions in liability insurance policies, the college is usually left to pay all attorneys fees, citations, court awarded damages and decontamination costs.

### **The ADAM Solution**

The ADAM System was designed to provide colleges with a powerful, yet easy-to-use system for maintaining environmental records and information for their buildings. ADAM is currently used world wide by over 88 large organizations. Colleges that use ADAM include, California State University at Hayward, Western Kentucky University, Northern Colorado University, Smith College and Yale University.

The ADAM System solves the major problems faced by colleges by helping Environmental Health and Safety Program managers maintain required records, update the material locations as materials are removed, and provide proper notification, when required.

For each building, the ADAM System can store and provide easy access to:

- ✓ Location, quantity and asbestos content of suspect construction materials
- ✓ Location, quantity and test results for lead-based paint
- ✓ Hazardous material and chemical inventory quantity, location, expiration date, and safety information
- ✓ Indoor air quality testing results, records of complaints and corrective actions taken
- ✓ Records of all removal and abatement activities

The system enables users to search the database prior to routine maintenance and construction activities that may disturb these hazardous materials. Photographs of materials can be used to assist in material identification and the software can display the appropriate O&M procedures for the material in question.

## **ADAM FOR ASBESTOS COMPLIANCE**

### **Survey and Testing Record Keeping Requirements**

OSHA requires colleges to survey their buildings for asbestos prior to routine maintenance, construction or demolition activities and maintain records of samples taken.

ADAM helps building owners meet this requirement by storing all sample results, as well as the material location, condition, quantity and removal cost. The system allows users to retrieve information using simple searches.

### **OSHA Notification Requirements**

OSHA requires colleges to provide notifications regarding the locations of asbestos in their buildings to contractors bidding on work, again before the start of work, and to maintenance personnel who may come into contact with asbestos. The notification must include the materials asbestos content, location and quantity. Colleges are also required to maintain a record of all notifications provided.

The ADAM Notification Module enables colleges to create a party specific notification by combining standard notification text with a building specific notification table listing the location, asbestos content and quantity of asbestos-containing materials in the building.

### **California Specific Notification Requirement**

The California Health and Safety Code requires colleges to provide notifications on an annual basis to contractors, vendors, tenants and building employees regarding the location of asbestos in the buildings and availability of reports and management plans for their review. The ADAM Notification Module enables colleges to create compliant notifications. It also stores the name and address of recipients so that notifications can be generated in a batch on an annual basis.

## **Warning Sign Requirements**

OSHA requires colleges to post OSHA compliant asbestos warning signs in routine maintenance areas of the building. The signs must include a proper warning and list of asbestos-containing materials for that building. The ADAM System prepares building specific signs in compliance with OSHA requirements.

## **ADAM FOR LEAD-BASED PAINT COMPLIANCE**

OSHA lead-based paint regulations require contractors to protect their workers from exposure to lead-based paint. Colleges that have their own construction and maintenance crews who may disturb lead-based paint must be provided with proper training, personal protection and exposure monitoring in accordance with OSHA regulations.

For this reason building owners should provide outside contractors and their own employees with test results for lead on construction projects or maintenance projects that disturb painted surfaces. Colleges should also test residential housing and day care centers where children under the age of eight reside for lead due to hazards of lead exposure and EPA notification requirements.

The ADAM System stores the locations, quantities and test results for lead-based paint enabling you to notify employees, outside contractor, and students signing housing contracts of the locations of lead-based paint in the building.

## **ADAM FOR INDOOR AIR QUALITY MANAGEMENT**

Currently, there are no regulations specifically for indoor air quality and mold. However, building owners are required under the law to provide a healthy environment for their building tenants and employees. For this reason, it is important for building owners to ensure that the air inside the building is safe and that building occupants are not exposed to hazardous materials such as VOC's, mold spores, pesticides, particulates, and other chemicals that can cause adverse health effects.

To assist building owners in reducing liabilities and creating healthy indoor environments, the ADAM Indoor Air Quality Module stores and provides easy access to:

- Hazardous material and chemical inventory quantity, location, and safety information,
- Indoor air quality testing results, records of complaints and corrective actions taken, and
- Basic indoor air quality readings, sample results and ventilation readings to identify problems and help ensure the quality of the indoor environment.

And because proper building maintenance is a critical aspect to preventing indoor air quality problems, the system tracks and provides reminders for ongoing building maintenance activities and hazardous materials inspections to ensure buildings, mechanical systems and hazardous materials are inspected and maintained on an ongoing basis.

**To learn more about the ADAM System visit the EcoLogic Systems web site at [www.ecologicsystems.com](http://www.ecologicsystems.com) or call 1-800-223-0609 to schedule an on-line demonstration.**