



OKLAHOMA REQUIREMENTS FOR ASBESTOS MANAGEMENT IN SCHOOLS

Information on Compliance with AHERA Requirements for Superintendents of Schools, Headmasters, Directors, Asbestos Inspectors & Management Planners

The Oklahoma Department of Labor (ODOL) has developed this guidance to help Local Education Agencies (LEAs) achieve compliance with the Asbestos in Schools Rule (40 CFR Part 763).

These regulations, in effect since 1986, require that public and not-for-profit, elementary and secondary schools be inspected to determine the presence of asbestos-containing building materials and that asbestos Management Plans be developed as a result of those inspections.

ODOL Asbestos Line
405-521-6467
1-888-269-5353

ODOL Asbestos Web site
www.labor.ok.gov

Designated Person

The Local Education Authority (LEA) must designate a person (designated person) to ensure that the responsibilities of the LEA, as detailed in the regulations, are properly implemented.

- The LEA must verify that this individual has received proper training. The individual is not required to be a licensed asbestos consultant. There is no specific training course for the designated person; however, EPA has developed a "Designated Person's Self-Study Guide" that details the required specific background knowledge the designated person must have. You can find this guide at www.labor.ok.gov
- The Asbestos Management Plan for schools must include a true and correct statement signed by the designated person certifying that the general responsibilities of the LEA have been met or will be met.
- In the event that the designated person leaves his or her position, the LEA must ensure that a new individual is identified and appropriately trained to serve as the designated person. The newly identified designated person must then sign the aforementioned statement of certification. The designated person must have a basic knowledge of health effects of asbestos, the detection, identification and assessments of asbestos containing materials, options for controlling asbestos-containing material, asbestos management programs and relevant federal and state regulations concerning asbestos.

Re-inspection

The LEA must retain the services of a licensed asbestos inspector management planner to conduct a re-inspection every three years subsequent to implementation of a management plan. Management Plans must be reviewed and signed by a licensed management planner.

- Re-inspections must include an inspection of each area of every building that is leased, owned or otherwise used as a school building.



Written Notification and Availability of the Management Plan

At least once each school year, the LEA must provide written notification to parents, teachers and employee organizations regarding the availability of the Asbestos Management Plan and any response actions taken or planned.

- This notice must be dated and a copy placed in the Management Plan.
- The Management Plan must describe the steps taken to notify parents, teachers and employee organizations. Acceptable methods of notification include placing a notice in the school handbook, mailing a letter to each household, or placing an ad in a local paper.

Periodic Surveillance

After the Management Plan has been implemented, the LEA must conduct periodic surveillance in each building that it leases, owns or otherwise uses as a school building at least once every six months.

The purpose of the surveillance is to look at all known or suspect asbestos-containing building materials (ACBM) and note any changes in the material.

Periodic surveillance does not need to be conducted by a licensed consultant. It is often conducted by custodial or maintenance personnel.

Custodial & Maintenance Training and Short-Term Worker Notification

All maintenance personnel and custodial staff who work in a building that contains asbestos-containing building materials (ACBM) must receive at least two hours of asbestos awareness training whether or not they are required to work with ACBM.

- Maintenance and custodial staff conducting any activities that will result in the disturbance of ACBM must receive an additional fourteen hours of training.
- The LEA must ensure that new custodial and maintenance employees are trained within sixty days after commencement of employment.
- The LEA must ensure that short-term workers who may come into contact with asbestos (i.e., utility repair workers, contractors, etc...) are informed of the location of ACBM.

Record-Keeping Requirements

The LEA must maintain records required by the regulation to be included in the asbestos Management Plan. This includes:

- A copy of prior inspections and/or re-inspection reports;
- Documentation related to the training provided to custodial and maintenance employees;
- Periodic surveillance forms;
- Dated statements regarding operations and maintenance activities;
- A copy of the annual notice of the Management Plan availability;
- A copy of all reports on response actions taken; and
- A copy of the updated Management Plan in each school.



Compliance/Enforcement

The Oklahoma Department of Labor (ODOL), in cooperation with EPA, is committed to providing assistance to LEAs to ensure compliance with regulatory requirements. While it is the goal of ODOL to provide LEAs with achieving regulatory compliance voluntarily, **LEAs that fail to comply with existing regulatory requirements will be subject to enforcement actions.**