

**C&P Telephone**1737 Pennsylvania Avenue, N.W.
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April 29, 1982

AMERICAN TELEPHONE & TELEGRAPH
COMPANY
MR. JAMES M. DEGEN
1776 ON THE GREEN
ROOM 48-6B17
MORRISTOWN, N.J. 07960

Jim:

Attached you will find the Requirements for Control, Handling and Disposal of Asbestos for the Newport News Shipbuilding and Dry Dock Company in Newport News, Virginia. As we discussed, this is our largest nongovernment account in the state employing approximately 25,000 people. They informed us several weeks ago that we must comply with their asbestos procedures.

Their procedures for drilling a hole of up to 1" are:

1. We notify their Industrial Hygiene Group of intent.
2. We wear respirators and disposal gloves.
3. We use a drop cloth on the side of the wall we are drilling.
4. A bag be attached to the wall on the side the drill bit exits.
5. A high efficiency vacuum cleaner be used when the hole is being drilled.
6. After drilling the hole be sealed with glue or a grommet.
7. We rope the area, post signs and a monitor (small area worker can serve as monitor).

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8. We dispose of the gloves, drop cloth and bag in a sealed plastic bag.
9. We inform Industrial Hygiene that the job is complete and ask for an inspection.

The Shipyard has agreed to reimburse us for all costs including additional labor that we incur as a result of following these procedures.

Holes greater than 1" will be handled by the Shipyard. In addition, we are studying jointly what procedures cable placing and maintenance employees should follow when working outside on building walls that contain asbestos.

We have asked the Shipyard to provide us with respirators, gloves, drop cloths and bags for disposing of asbestos waste as an alternative to us purchasing these items and billing them. They have already decided that we must buy 10 vacuum cleaners (one for each truck) and that they would reimburse us.

I believe this points out the need for more detailed work procedures for I&M and Construction forces that encounter asbestos.

As developments occur, we will keep you advised.

Very truly yours,



Staff Manager - OSHA
202-392-3217

cc: P.M. Rich

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**NEWPORT NEWS SHIPBUILDING
AND DRY DOCK COMPANY**
NEWPORT NEWS, VIRGINIA 23607

A MAJOR COMPONENT OF  **TENNECO INC.**

**INFORMATION DOES
NOT RELY ON KEY UTILITY**

PROCEDURE S-1020

**REQUIREMENTS FOR CONTROL, HANDLING, AND
DISPOSAL OF ASBESTOS**

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THIS DOCUMENT AND ALL INFORMATION CONTAINED
HEREIN IS THE PROPERTY OF THE NEWPORT NEWS
SHIPBUILDING AND DRY DOCK COMPANY AND
SHALL NOT BE RELEASED OR USED EXCEPT AS
EXPRESSLY AUTHORIZED IN WRITING BY THE COMPANY

REVISION C

PREPARED BY <i>James R. Stanton</i> Industrial Hygiene	APPROVED BY <i>James A. Stanton</i> Head, Medical Dept.
APPROVED BY APD APPROVAL NOT REQUIRED APD	APPROVED BY GAC #3 NAVY APPROVAL NOT REQUIRED (for Supervisor of Shipbuilding, USN)

NA FORM 30-39 (REV. 2)

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REVISION RECORD
PROCEDURE S-1020

REV.	EFFECTIVE DATE	DESCRIPTION OF REVISION	APPROVAL	
			INSA & DO CO	
A	11-10-75	ORIGINAL ISSUE	SEE COVER	
B	5-30-78	COMPLETE RE-ISSUE	SEE COVER	
C	2-15-80	COMPLETE RE-ISSUE	SEE COVER	

LN 20-39-1 REV. 1 STANDARD MARGIN CODE

☐ CHANGED SECTION

☐ ADDED SECTION.

☐ DELETED SECTION

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