ETHYL CORPORATION

INTER-OFFICE



To All Maintenance Supervision — Address

From W. D. Skipper — Address

Subject Asbestos Material — Date May 27, 1976

In order to assure compliance with the present EPA Standard on Asbestos as established in October, 1975, it is necessary to develop and maintain a procedure for handling asbestos material at the Baton Rouge Plant. With this in mind, a procedure has been drafted and is attached. Also attached is the form for notification as explained in the procedure.

In reference to items listed in the procedure, the following comments are necessary:

1. Asbestos Warning Tags are being printed. When received, they will be carried in Stores as a general stock item. A bin number is being established.

2. Copies of the "Notice of Intention to Renovate" will be available as needed.

3. The centralized dumpster for asbestos material is to be located east of the garage.

4. A list of vessels for which notification will be required should be prepared as soon as possible.

Wayne D. Skipper

WDS:pmk
Attachment

E-00591

ETC 14705

NOTICE OF INTENTION TO RENOVATE

DATE:

Name of Firm:

Address of Firm:

Description of Facility
to be Renovated:

Age of Facility:

Size of Facility:

Use of Facility:

Approximate Amount of
Asbestos to be Removed:

Location of Facility:

Scheduled Starting and
Completion Dates:

Nature of Renovation
and Methods:

Procedure for Handling
Asbestos Waste Material:

Name and Address of
Disposal Site:

1. A list of all vessels with more than 160 sq. ft. of asbestos insulation or fireproofing shall be prepared.

2. Written notification shall be made 10 days prior to commencement of asbestos removal where more than 160 sq. ft. of asbestos material is removed or more than 260 ft. of pipe insulated or fireproofed with asbestos is stripped.

3. When written notification is necessary, the form "Notice of Intention to Renovate" shall be completed and forwarded to Mr. H. O. Bourque, Manager of Maintenance.

4. Unless otherwise assigned by Maintenance Area Superintendents, procedures #1 through #3 shall be the responsibility of the Maintenance Supervisors.

5. Whenever working with asbestos material, workers shall wear respiratory protection. The double cartridge respirator is the approved equipment for this work.

6. All asbestos material to be removed shall be adequately wetted prior to removal and shall be kept wet during all phases of handling.

7. All removed asbestos waste material shall be sealed in leak-tight containers while wet. Heavy duty plastic bags are adequate.

8. All containers with asbestos waste shall be tagged with an Asbestos Warning Tag.

9. All containers of asbestos waste shall be deposited at a centrally located dumpster specifically for asbestos. This shall also involve special hauling to the dumpster.

10. Asbestos waste shall be disposed of at Devils' Swamp Landfill until further notified.

11. No new insulation containing asbestos is to be applied at the Baton Rouge Plant. Substitutes are to be used exclusively.

12. Any asbestos material removed more than 50 feet above ground level shall not be dropped or thrown but rather shall be transported to ground level in dust-tight containers.

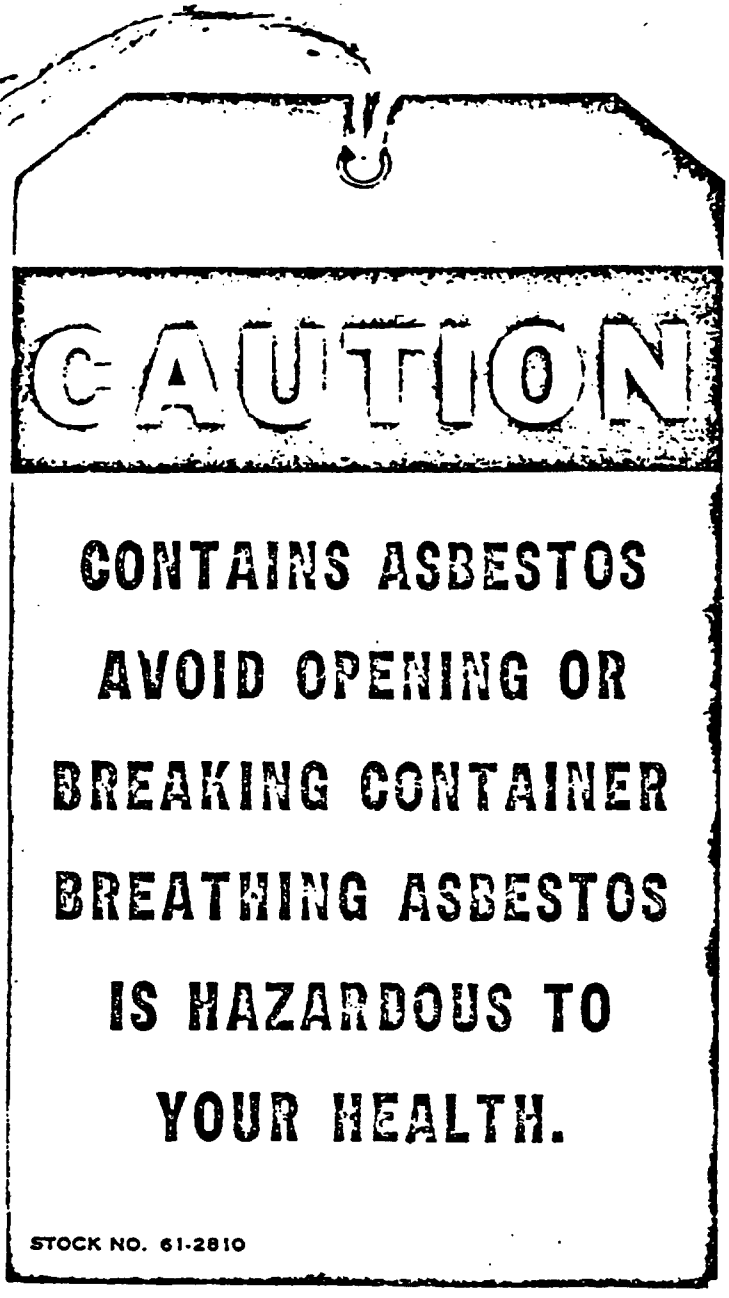
13. On jobs above ground level, all safety rules governing above ground level work, as outlined in the "Safety How", shall be followed.

Note: This procedure shall remain in effect until superseded.

5/27/76

E-00593

ETC 14707



E-00594

ETC 14708