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EXXON COMPANY, U.S.A.
Baton Rouge Refinery
Baton Rouge, Louisiana

Safety Standard No. 161

Safe Handling of Asbestos

I. SCOPE

This standard contains the work guidelines for safe handling of Asbestos. To insure the ~~safe~~ health of personnel, both employees and contractors, engaged in work involving asbestos, these guidelines must be closely adhered to.

II. GENERAL

The inhalation of asbestos fibers and dust may be injurious to the health of employees. Since early 1973, the Company has specified that all new insulation be asbestos free; however, essentially all high temperature insulation supplied before early 1973 contained asbestos. Board materials such as Marinite and Transite also contain asbestos.

Any heat insulation material scheduled for removal should be verified as to its asbestos free specifications. If assistance is needed, consult the Company Industrial Hygienists for guidance on identification of asbestos containing materials.

In all cases, until it is verified that the insulation material does not contain asbestos, it must be assumed to be asbestos and controlled as such.

III. METHODS OF COMPLIANCE

Engineering controls (such as exhaust ventilation, isolation, enclosure, and wetting of asbestos material during removal) as well as safe work practices are the primary means of providing personnel protection. When engineering controls are impractical, strict administrative controls and the use of personal protective equipment must used. Administrative controls refer to roping off areas and restricting entry into the general area where asbestos materials are being stripped, removed or otherwise handled. The use of personal protective equipment includes the use of proper respiratory devices and disposable type clothing over as much of the body as practical.

IV. REQUIREMENTS FOR THE SAFE HANDLING OF ASBESTOS

A. Engineering Controls

1. Whenever possible, all asbestos material should be wetted down before and during removal from equipment.

2. Asbestos [illegible] work or replacement of old insulation so future removal can be accomplished without exposure.

5. Administrative Controls

1. Unprotected personnel not involved in asbestos work shall be restricted from the "dust area" while the asbestos work is in progress. The "dust area" is generally defined by a radius of 25 feet from the specific points of asbestos removal.

2. The "dust area" should be roped off, where practical, to prevent general access.

3. The approaches to the "dust area" must be posted with warning signs.

The warning signs shall be a 20" x 14" vertical format. An upper panel measuring 3-1/4" x 13-3/8" shall contain the word "CAUTION" in yellow letters on a black background. The legend (text) shall be in black letters on a yellow background in the lower panel of 15-1/2" x 13-3/8" size. An example is shown below. These signs can be ordered from the carpenter shop.

An example:

CAUTION
ASBESTOS Dust Hazard Avoid Breathing Dust. Wear Assigned Protective Equipment. Do Not Remain in Area Unless Your Work Requires It. Breathing Asbestos Dust May Be Hazardous to Your Health.

C. Personal Protective Equipment

1. High concentrations of asbestos dust are generated during dismantling operations, removal of insulation from pipes, structures or equipment, and sawing and cutting of insulation material. All personnal working in the dust area (25' radius from point of asbestos removal) must wear a single use dust respirator (Store Stock No.).

3. All employees working within the "dust area" shall wear disposable protective clothings in addition to normal head cover, foot cover, and gloves.

   a. Disposable protective clothing shall consist of coveralls or similar whole body clothings.

   b. Such clothing shall be removed at the end of the job or day whichever occurs first. Employees shall continue to wear their respirator until they have removed their disposable clothing. Personnel shall prevent, as much as practical, dusting of asbestos when removing the clothing. When possible, remove, and properly bag the disposable clothing while within the dust area.

   c. The Company shall dispose of all special clothing along with the asbestos material.

D. Removal and Disposal

1. Insulation material shall be removed in such a manner as to minimize dusting as much as practical.

2. When working on elevated structures do not drop insulating material to the ground. This material should be placed in a plastic bag and transported to ground level.

3. Whenever practical, throwaway plastic sheeting shall be used to facilitate cleanup under dismantling work.

4. All small pieces of asbestos (1 to 2 cu. ft.) along with scraps and debris shall be collected in plastic bags, (Stores Stock No.) and sealed for disposal.

5. Large pieces of asbestos that can not be bagged shall be disposed of in closable containers especially labeled for asbestos. The containers shall be spotted near the work site and used only for this purpose. Never put asbestos materials in normal route DD boxes.

6. All material containing asbestos shall be disposed of at the designated Asbestos Burial Site located in the Refinery.