

FROM J. J. LA CLAIR
PROCUREMENT DEPARTMENT

TO T. J. HORMUTH
E. B. PARKER
K. ROLAN

1988 DECEMBER 06

RE: ASBESTOS PROJECT PROCEDURES

As a result of our meeting on 12/5/88, the captioned procedures have been summarized and are attached.



J. J. La Clair
Staff Buyer

JJL:gl

Attachment



ARD 003953

ASBESTOS PROJECT PROCEDURES

- 1) Notification to E. B. Parker prior to any and all asbestos removal projects.
- 2) Pre-job review of test/safety procedures and requirements recommended by Contractor in accordance with Alcoa Asbestos Removal Standard 18.18 latest revision and all Federal State and Local rules and regulations included but not limited to:
 - air sampling (contractor or independent)
 - enclosures
 - blowers
 - vacuum/hand tool clean-up
 - personal protective equipment
- 3) Written summation of contractor test/safety procedures to be utilized.
- 4) Post job documentation requirements
 - pre-post job contractor employee medical test results
 - air sampling results
 - quantities of asbestos disposed
 - two (2) copies of documentation required within fourteen (14) days after work is complete