

FROM: STEVEN J. FARNHAM
PROJECT ADMINISTRATOR
NORTHWEST ENVIROCON
REYNOLDS METALS-SHERWIN PLANT

TO: HECTOR DE LA GARZA
ENVIRONMENTAL
REYNOLDS METALS - SHERWIN PLANT

SUBJECT: GLOVE BAG TECHNIQUES

DATE: DECEMBER 19, 1991

For the last few weeks the glove bagging projects at the Reynolds Sherwin Plant have been acquiring higher than allowable fiber counts on the Short Term Excursion samples and on the Time Weighted Average samples.

It is my professional opinion that all contractors at this site should evaluate their glove bagging procedures and submit to Reynolds Metals Company an update on their procedure and quality control guidelines.

Each glove bag that is performed should have a minimum of the equipment listed below and these items should be used each time a glove bag is put on and abatement work is done.

GLOVE BAG	ONE INCH SCRAPER
(VERTICAL OR HORIZONTAL)	
POLY	TWO SPRAY BOTTLES
HEPA VAC AND HOSE (CLEAN)	AMENDED WATER
HALF MASK	ENCAPSULANT
TYVECK	NIPPERS
DUCT TAPE	REMOTE DECON
STITCHER STAPLERS/STAPLES	
TWO RAZOR KNIVES	
WIRE BRUSH	
SCRUB PADS	

If the equipment is not on the job site or if the equipment is not being used, the project should be shut down until the equipment is used. If the workers are not trained in the proper usage of the tools and equipment they should be replaced on that particular job or be teamed with an experienced worker until the new worker is fully trained.

STEVEN J. FARNHAM
Steven J. Farnham
PROJECT ADMINISTRATOR
NORTHWEST ENVIROCON
REYNOLDS METALS-SHERWIN PLANT

003314