

Safe Work Procedure

Asbestos Investigation and Sampling including Drilling Holes

This task may only be performed by trained personnel

Written By: Project Services- Asbestos Group	Approved By: Safety & Health Committee 151	Date Created: September 3, 2008	Date of Last Revision: November 12th, 2015
Personal Protective Equipment (PPE) or Devices Required: <ul style="list-style-type: none"> ▪ CSA Grade 1 Safety Footwear ▪ CSA Hard Hat ▪ Gloves ▪ CSA Safety Glasses ▪ Hearing Protection ▪ Fall protection required if working over 10 feet (3M) ▪ Respirator with cartridges 	Hazards Present: <ul style="list-style-type: none"> ▪ Slip/Fall ▪ Exposure to Airborne Asbestos ▪ Fall from Heights-Ladders ▪ Cuts/Scrapes ▪ Confined Space hazards ▪ Noise ▪ Lifting-Sprains/strains ▪ Thermal Conditions 	Protective Measures: <ul style="list-style-type: none"> ▪ Asbestos Control in Buildings & Industry Course ▪ Confined Spaces Awareness ▪ WHMIS ▪ Fall Protection Training ▪ Safe Work Procedures <ol style="list-style-type: none"> 1. Step Ladder 2. Extension Ladder 3. Safe Lifting 4. Electric Cordless Drills ▪ Respirator, cleaning, use, testing and storage 	
<p>PROCEDURE</p> <p><i>Note: Wear the PPE listed above for the known hazards.</i></p> <ol style="list-style-type: none"> 1. Gather equipment from truck and carry into building: Inspect all equipment before using <ul style="list-style-type: none"> ▪ Maintain situational awareness. ▪ See SWP for Safe Lifting ▪ Lift and carry large or heavy items with a partner or mechanical aid. 2. Set up and secure ladder if required. <ul style="list-style-type: none"> ▪ Ensure ladder is on firm level ground prior to using. See SWP for the type of ladder being used. ▪ Review building site conditions for hazards. ▪ Perform walk around inspection to identify potential problems or previously unknown conditions. ▪ Maintain situational awareness. 3. Climbing ladder <ul style="list-style-type: none"> ▪ See SWP for the type of ladder being used. 4. Perform inspection and collect sample using the proper sampling tool and bag. Worker may have to drill holes for further investigation and sampling in various building materials. <ul style="list-style-type: none"> ▪ Wear all PPE listed above for all hazards assessed at the time of drilling (Wear respirator). ▪ Be aware of surroundings. ▪ Use a flashlight or other means to ensure that work area is well lit. ▪ Drilling holes use hepavac with attachments to control all dust and debris from drilling. See SWP for Electric Cordless Drills. 5. Caulk/plug all holes and affix ACM labels after investigation and sampling. <ul style="list-style-type: none"> ▪ Maintain situational awareness. (example: where there are overhead hazards, or in designated areas, wear hard hat). ▪ Wear Respirator when disturbing. ▪ Use appropriate PPE and follow safe work practices 6. Carry equipment back to truck and stow away <ul style="list-style-type: none"> ▪ Use appropriate PPE and follow safe work practices ▪ Secure ladder and all tools prior to moving vehicle <p style="text-align: center;">REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR</p>			

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Guidance Documents/ Standards / Applicable Legislation / Other:

1. PP&D Employee Safety & Health Handbook
2. PP&D Respiratory Program
3. Guidelines for an Asbestos Operation and Maintenance Program

Manitoba Workplace Safety and Health Regulation, MR 217/06:

- 2.1 Safe Work Procedures
- 4 General Workplace Requirements
- 5 First Aid
- 6 Personal Protective Equipment
- 8 Musculoskeletal Injuries
- 12 Hearing Conservation and Noise Control
- 13 Entrances, Exits, Stairways and Ladders
- 14 Fall Protection
- 15 Confined Spaces general Requirements
- 16 Machines, Tools and Robots
- 36 Chemical and Biological Substances Application
- 37 Asbestos
- 38 Electrical Safety

Supervisory Responsibility

**Supervisors are responsible to provide all staff with proper instruction, equipment, and tools.
Supervisors are responsible to ensure that all safe work practices are followed.**

Worker Responsibility

**Follow Safe Work Procedure
Wear appropriate PPE**

This Procedure will be reviewed any time the task, equipment, or materials change, or at a minimum every three years.