

<b>Category:</b> <b>5000 BUSINESS</b>	<b>Policy Number:</b> <b>5216</b>
<b>Policy Title:</b> <b>Asbestos Management Plan</b>	<b>Effective Date:</b> <b>March 15, 2017</b>
<p>To protect students and employees from exposure to asbestos, Snake River School District No. 52 adopts the following asbestos management plan for the maintenance, inspection, and removal of asbestos-containing materials in the district's school buildings.</p> <p><b>BUILDING INSPECTION</b></p> <p>A periodic surveillance of asbestos-containing building materials will be performed in all district buildings every six (6) months. A complete re-inspection of all buildings containing asbestos will be completed every three (3) years.</p> <p><b>REMOVAL</b></p> <p>If removal of asbestos during renovation is warranted or a school building will be demolished, the districts will comply with the Asbestos National Emissions Standards for Hazardous Air Pollutants (NESHAP).</p> <p><b>RECORDKEEPING</b></p> <p>The district and each school administrative office will maintain a complete, updated copy of its management plan. The plan will document recommended asbestos response actions, the location of any asbestos within the school, and any action taken to repair and remove the material.</p> <p>Asbestos management plan records will include:</p> <ul style="list-style-type: none"> <li>• The name and address of each school building and whether the building has asbestos-containing building material, and the type of asbestos-containing material;</li> <li>• The date of the original school inspection;</li> <li>• The plan for re-inspections;</li> <li>• Blueprints that clearly identify the location of asbestos-containing building materials that remain in the school;</li> <li>• A description of any response action or preventive measures taken to reduce asbestos exposure;</li> <li>• A copy of the analysis of any building, and the name and address of any laboratory that sampled the material;</li> <li>• The name, address, and telephone number of the district's designated person; and</li> <li>• A description of steps taken to inform workers, parents/guardians, teachers, and employee organizations about inspections, re-inspections, response actions, and periodic surveillance.</li> </ul> <p>These records will be kept by the district for the duration of building ownership and will be transferred to any successive owners.</p> <p><b>TRAINING</b></p> <p>All district maintenance staff will be provided with asbestos awareness training. All individuals working on asbestos related activities will be trained and accredited in accordance with Environmental Protection Agency (EPA) standards.</p> <p style="text-align: center;"><b>Snake River School District 52, 103 South 900 West, Blackfoot, Idaho 83221</b></p>	

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**REVIEW**

The district will maintain and update its asbestos management plan to keep it current with ongoing operations and maintenance, periodic surveillance, inspection, reinspection, and response action activities.

**ANNUAL NOTICE**

The district will provide written annual notification to parents/guardians, teachers, and employee organizations on the availability of the school's asbestos management plan and any asbestos-related actions taken or planned in the school.

Additionally, the district will provide each student and parent/guardian with a copy of this policy by posting on the district website.

**PLAN INSPECTION**

The public has the right to inspect the asbestos management plan. The plan will be available for inspection during regular business hours at the district office or school administrative office(s). The district and its schools may charge a reasonable cost to make copies of the management plan.

**DISTRICT CONTACT**

The person in Snake River School District No. 52 who is responsible for ensuring that each school is in compliance with this policy is:

Maintenance Supervisor  
Snake River School District No. 52  
103 South 900 West  
Blackfoot, ID 83221  
Phone: (208) 684-3001  
Fax: (208) 684-3003



**LEGAL REFERENCE:**

Asbestos Hazard Emergency Response Act (AHERA), 15 U.S.C. II, *et seq.*, as amended.

**ADOPTED: 02/17/2016**

**AMENDED: 03/15/2017**

<b>Category:</b> 5000 BUSINESS	<b>Procedure or Form Number:</b> 5216 F
<b>Policy Title:</b> Asbestos Management Plan: Annual Notification Letter	<b>Effective Date:</b> March 15, 2017

*[SCHOOL DISTRICT LETTERHEAD]*

*[Date]*

Dear Parents, Teachers, Building Occupants, and Employee Organizations:

In compliance with the U.S. Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), Snake River School District No. 52 is required to provide annual notification of inspections, response actions, and post-response action activities, including periodic re-inspection and surveillance activities that are planned or in progress.

A periodic surveillance of asbestos containing building materials (ACBM) is performed in all district buildings every six (6) months. A complete re-inspection of all buildings containing asbestos is completed every three (3) years and was last completed on *[date of re-inspection]*. At the last re-inspection, all materials listed in the Asbestos Management Plan as asbestos containing (or assumed to be asbestos-containing) were inspected *[and found to be in good condition]*.

Information about these inspections is included in the district's Asbestos Management Plan, which can be found in each school's main office and at the district's administrative office located at 103 South 900 West, Blackfoot, Idaho, 83221. You may review a copy of the plan during regular business hours.

The following buildings contain no asbestos-containing building materials; therefore, no operations and maintenance programs or future inspections are required: *[Name of Buildings]*.

During the past year, asbestos containing building materials have been removed, encapsulated, or enclosed in the following buildings: *[Name the Buildings]*.

During the next year, we plan to conduct the following asbestos related activities at the following school buildings *[describe the activities and name the buildings]*.

Questions or concerns regarding asbestos or the district's asbestos management program should be addressed to the district's designated contact: *[Name of designated contact and contact information]*.

NOTE: A dated copy of all asbestos management plan notifications distributed to workers, building occupants, parents/guardians, teachers, and employee organizations must be kept with each school's asbestos management plan.