

The UNIVERSITY of WESTERN ONTARIO
Physical Plant and Capital Planning Division

POLICY: PROCEDURE FOR MINOR ALTERATIONS TO HVAC DUCTS AND ASSOCIATED FITTINGS IN BUILDINGS CONTAINING ASBESTOS FIREPROOFING			Number: WP-64
			Page 1 of 2
PREPARED BY: PP&CPSD	AUTHORIZED BY: UWO JOH&SC	CLASSIFICATION: Work Procedure	EFFECTIVE: May 7, 2008
			Supersedes: New
<p>Ontario Regulation 278/05 states that the cleaning or removal of air handling equipment, including rigid ducting, is a Type 3 operation in a building that has sprayed asbestos-containing material (ACM) used as fireproofing. However, the associated time and cost to set up Type 3 enclosures for work that could only produce a minor disturbance to ACM is not a practical solution. Therefore, where the intention is to perform minor adjustments to the HVAC system under controlled conditions, a variance may be allowed to perform the work as long as no additional risks to building occupants or workers may be created.</p> <p>Purpose:</p> <p>The purpose of this recommendation is to set strict procedures for any work on air handling equipment in ceiling spaces containing ACM. These procedures will follow strict Asbestos Type 2 procedures so that workers are protected against exposure at all times.</p> <p>Application:</p> <p>This work procedure shall be used in the following circumstances:</p> <ul style="list-style-type: none"> a. When altering or removing HVAC rigid ductwork, flexible duct, grilles, diffusers and associated items that do not contain excessive overspray of asbestos fireproofing on ductwork. b. Where asbestos fireproofing is in good condition and not delaminating. <p>Measures and Procedure:</p> <p>Type 2 asbestos procedures shall be used as outlined in Physical Plant and Capital Planning Services Division (PP&CPSD) Work Procedure WP-59, and Ontario Regulation 278/05, Sections 15 and 16.</p> <p>Prior to the work, and in addition to WP-59 requirements, the following measure must be performed:</p> <ul style="list-style-type: none"> 1. Ductwork and associated items must be vacuumed using High Efficiency Particulate Aerosol Filter (HEPA) 			

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Page: 2 of 2**Measures and Procedure- continued:**

2. Wet-wipe ductwork using a wetting agent before start of removal.
3. Before removal of redundant duct from enclosure, it must be vacuumed and wiped down with wetting agent and double bagged or double wrapped with 6 mil polyethylene sheeting. If necessary, appropriate tags must be placed on plastic, identifying it as asbestos waste.
4. All existing duct supports containing ACM overspray must remain in place. The installation of new duct supports must comply with Ontario Regulation 278/05 section 16.

**If excessive overspray from previous fireproofing is present
on ductwork, Type 3 procedures must be used.**

It is the responsibility of the worker involved to decide if the work they are performing meets the intended purpose of this work procedure. If any doubt exists, the worker shall refer the matter to their supervisor. The Supervisor will consult Occupational Health and Safety who will conduct a risk assessment and make a final decision of type of asbestos procedure to be adopted