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ACTION REQUIRED BY: September 6, 2019


Division of Maintenance
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

June 27, 2019

MEMORANDUM

To: Principals and Administrators of Facilities Containing Asbestos

Through: Mr. James Song, Director, Department of Facilities Management 

From: Lynne Zárate, Director, Division of Maintenance 

Subject: ACTION—Annual Asbestos Management Plan Notification

Summary

- The purpose of this memorandum is to inform you of actions that are required of local education agencies to comply with the federal *Asbestos Hazard Emergency Response Act of 1986* (AHERA).
- AHERA requires Montgomery County Public Schools (MCPS) to inspect their schools for asbestos-containing materials (ACM) and prepare management plans to prevent or reduce asbestos hazards. AHERA requires parents/guardians, school staff, and other interested parties to be notified of the condition of ACM in their facilities and of any asbestos management activities.
- Asbestos Management Plans have been prepared for all MCPS facilities. These plans outline the location and condition of ACM based on inspection of the facilities. In addition, the MCPS Asbestos Abatement Unit conducts semi-annual inspections of each facility with ACM to assess the condition of the material and to identify necessary remedial work. Inspections are published semi-annually on the *myMCPS* portal under *My Collaboration Site, Environmental Services*, for facilities that contain ACM. The inspection report can be printed so that it is accessible to staff, students, and parents/guardians and kept with the Asbestos Management Plan, which is available in the school's administrative office for review.

Action

- To comply with AHERA regulations, you are required to provide a copy of the memorandum "Annual Notification of Asbestos Management Plan Availability" (Attachment A) to parents/guardians of all students and circulate among your staff. A Spanish version of memorandum is provided as Attachment B.

- Please sign the verification of notification document (Attachment C) and keep a copy on file with the Asbestos Management Plan.
- Send the original signed verification of notification document by **Friday, September 6, 2019**, via the Pony to the Asbestos Abatement Unit/Pest Control, Facilities Maintenance Depot.

Questions

- Please contact Mr. John D. Conaway, environmental health specialist, Environmental Services/Indoor Air Quality Unit, Division of Maintenance, at 240-740-2331 or via e-mail.

LZ:cr

Attachments

Copy to:

Executive Staff

Mr. Carey

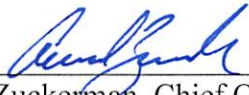
Mr. Conaway

Mr. Mullikin

Selected School Administrative Secretaries

Mr. Koutsos

Approved: _____



Andrew M. Zuckerman, Chief Operating Officer

Division of Maintenance



8301 Turkey Thicket Drive, Building A, First Floor
Gaithersburg, MD 20879
(240) 740-2500

Attachment A

MONTGOMERY COUNTY PUBLIC SCHOOLS ANNUAL NOTIFICATION OF ASBESTOS MANAGEMENT PLAN AVAILABILITY

In 1987, the U.S. Environmental Protection Agency (EPA) issued the final regulations for the Asbestos Hazard Emergency Response Act (AHERA), 40 CFR Part 763. These regulations require local education agencies to prepare Asbestos Management Plans for facilities that have asbestos containing materials (ACM). An Asbestos Management Plan must contain the following elements:

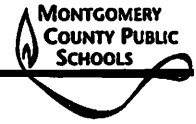
- Results of surveys and assessments of ACM in the facility, performed by certified inspection personnel;
- A detailed plan for managing ACM in the facility and time frames for removal, if applicable;
- A program for operations and maintenance activities to avoid accidental disturbance of ACM during routine maintenance and for abatement services as required;
- A program for periodic surveillance of ACM and an emergency response action plan to address unanticipated problems; and
- Provisions for centralized coordination of all aspects of the asbestos program.

This notification is being provided to comply with the public notification requirement of AHERA. The Asbestos Management Plan and the most recent inspection report for your school are available at the main office for review.

It is important to note that both the EPA and the Maryland State Department of the Environment have indicated that the presence of ACM in buildings does not in itself constitute a health hazard. If the material is not damaged or disturbed, it is not a danger to workers or other occupants. The Montgomery County Public Schools Asbestos Management Program is designed to ensure that any ACM remain in good condition until removed during a major renovation or revitalization/expansion project.

If you have questions, please contact Mr. John Conaway, environmental health specialist, Environmental Services/Indoor Air Quality Unit, Division of Maintenance, at 240-740-2331 or John_D_Conaway@mcpsmd.org.

Division of Maintenance



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Attachment B

MONTGOMERY COUNTY PUBLIC SCHOOLS NOTIFICACIÓN ANUAL DE LA DISPONIBILIDAD DEL PLAN DE CONTROL DE ASBESTO

En 1987, la Agencia de Protección Ambiental (Environmental Protection Agency -EPA) publicó las normas definitivas para Asbestos Hazard Emergency Response Act (AHERA), 40 CFR Part 763. Estas normas exigen que las Agencias Educativas Locales (Local Education Agencies-LEAs) preparen Planes de Gestión de Asbesto para los edificios que tengan materiales que contengan asbesto (ACM). Un Plan de Gestión de Asbesto debe contener los siguientes elementos:

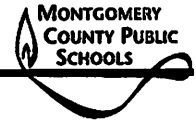
- Los resultados de encuestas y evaluaciones de ACM de la instalación, realizados por personal de inspección certificado.
- Un plan detallado para administrar ACM en el edificio y un plan cronológico para la eliminación, si es necesario.
- Un programa de actividades para las operaciones y mantenimiento para evitar disturbios accidentales de ACM durante los servicios rutinarios de mantenimiento y disminución requeridos.
- Un programa para vigilancia periódica de ACM y un plan de acción en caso de emergencia para responder a problemas no anticipados.
- Planes para una coordinación centralizada de todos los aspectos del programa de asbesto.

Esta notificación está siendo suministrada para cumplir con el requisito de notificación pública de AHERA. El plan de control de asbesto y el más reciente informe de inspección de su escuela está disponible en la oficina principal para revisión.

Es importante destacar que tanto EPA como Maryland State Department of the Environment (MDE) han indicado que la presencia de materiales ACM en las instalaciones no constituye, en sí, un peligro a la salud. Si el material no es dañado o perturbado, los trabajadores u otros ocupantes del edificio no corren peligro. MCPS Asbestos Management Program está diseñado para asegurar que cualquier material que contenga ACM permanezca en buenas condiciones hasta que sea retirado durante una renovación o proyecto de revitalización/expansión.

Si tiene preguntas, comuníquese con el Sr. John Conaway, Especialista en Salud Ambiental, Environmental Services/Indoor Air Quality Unit, Division of Maintenance, al 240-740-2331 o John_D_Conaway@mcps.org.

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Attachment C

MONTGOMERY COUNTY PUBLIC SCHOOLS VERIFICATION OF NOTIFICATION ACTION BY SCHOOL PRINCIPALS OR FACILITY ADMINISTRATORS

In compliance with the *Asbestos Hazard Emergency Response Act of 1986 (AHERA)*, I hereby verify that copies of the Annual Notification of Asbestos Management Plan availability have been distributed to the following parties as indicated:

- Provided to parents/guardians of all students.
- Provided to the president of the local Parent Teacher Student Association.
- Circulated among all staff members of the school or administrative center.

The Annual Notification was distributed on or about: _____
(Date)

The signed original of this verification has been filed in the Asbestos Management Plan for this school or facility.

Print Name

Signature

Facility Name

Facility Number

Date Signed

Please send a copy of this completed verification document by **Friday, September 6, 2019**, via the Pony to the Asbestos Abatement Unit/Pest Control, Facilities Maintenance Depot.

If you have questions, please contact Mr. John Conaway, environmental health specialist, Environmental Services/Indoor Air Quality Unit, Division of Maintenance, at 240-740-2331 or John_D_Conaway@mcpsmd.org.