

THESE FORMS AND THE STATEMENT ARE YOUR MANAGEMENT PLAN._____ *** General Inventory – 763.93 (e)(I).**

_____ Name of school: _____

Address: _____

Telephone No. _____

_____ *** Documentation that no ACM exists in the building 763.99 (a)(7).**

An Architect or Project Engineer responsible for the construction of a new school building built after October 12, 1988, or an Accredited Inspector signs a statement that no ACM was specified as a building material in any construction document for the building, or, to the best of his or her knowledge, no ACM was used as a building material in the building. The local Education Agency shall submit a copy of the signed statement of the Architect, Project Engineer, or Accredited Inspector to the EPA Regional Office and shall include the statement in the Management Plan for that School.

(Attach statement to these forms)**LEA DESIGNATED PERSON:** Telephone No.: _____

Typed Name: _____ Training Course: _____

Address: _____ Date: _____ Total Hrs: _____

_____ Agency: _____

NOTIFICATION - 763.93 (e)(10) AND (g)(4).

The regulations require that workers, building occupants, or their legal guardians are to be made aware of inspections, reinspections, response actions, and completed response action activities, including periodic surveillance activities. This notification is required even if the building is eligible for an exclusion.

Each year, notification must be given to anyone associated with the school. This annual notification will also include information about the availability of the management plan. A dated copy of this notification must be included in the Management Plan each year.

Choose **any** of the following methods to provide written notification to **parent, teacher and employee organizations or individuals if there are no parent, teacher, and/or employee organizations** of the availability of Management Plans: The goal is to notify as many persons as possible using the school's best efforts. **(Circle those that apply.)**

1. Copy of notice to parent to be sent home with students.
2. Post notices on bulletin boards in public and faculty/staff areas in the building. (If this is a reliable method to notify as many persons as possible.)
3. Teachers and school employees to be sent notice either by hand out or placed in mailboxes.
4. Staff meetings, public address announcements (about where to find the written notification), parent organization meetings, and/or school newsletters/handbook.
5. Verbal announcement and distribution of notice at Home/School Association meetings.
6. Other method(s) of notification. **State method used.**

MEMORANDUM

DATE: _____

TO: Parents, Teachers and Employees

FROM: _____
(Designated Person)

RE: Availability of Asbestos Management Plan

In October 1986, the U.S. Congress enacted the Asbestos Hazard Emergency Response Act (AHERA). Under this law, comprehensive regulations were developed to address asbestos problems in public and private elementary and secondary schools. These regulations require most schools to inspect for friable and non-friable asbestos, develop asbestos management plans that address asbestos hazards in school buildings and implement response actions in a timely manner.

These regulations assign schools many new responsibilities. Our program for fulfilling these responsibilities is outlined in our asbestos management plan. This plan contains information on the designated person, architect's or engineer's letter, notification process, assurances, and dated copies of the annual notification.

For new buildings, those completed after October 12, 1988; our "management plan" consists of the exclusion documentation including this notification. This documentation means that to our knowledge no asbestos-containing building materials were used or specified for use in this building.

You can review this plan during normal business hours without cost or restriction.

If you have any questions about reviewing our management plan please contact:

_____ at () _____
(Designated Person) (Phone No.)

LOCAL EDUCATION AGENCY (LEA) GENERAL RESPONSIBILITIES UNDER AHERA

Pursuant to Section 763.84 and Section 763.93 of the EPA Asbestos in School Regulation (40 CFR Part 763), each management plan must contain a true and correct statement, signed by the LEA designated person, that certifies that the general LEA responsibilities have been met or will be met.

ASSURANCES*

This AHERA management plan was developed and has been submitted to Maryland Department of the Environment pursuant to the Asbestos Hazard Emergency Response Act of 1986, Public Law 99-519, and the United States Environmental Protection Agency Rule: Asbestos-Containing Materials in Schools, 40 CFR Part 763, and the undersigned does hereby certify that the LEA has and will ensure the following:

1. The activities of any persons who perform inspections, reinspections, and periodic surveillance, develop and update management plan, and develop and implement response actions, including operations and maintenance, are carried out in accordance with Part 763.
2. All custodial and maintenance employees are properly trained as required in Part 763 and all other applicable Federal and/or State regulations (e.g., the Occupational Safety and Health Administration Asbestos Standard for Construction, the EPA Worker Protection Rule, or applicable State regulations).
3. All workers and building occupants, or their legal guardians, are informed at least once each school year about inspections, response actions, post-response action activities, including periodic reinspection and surveillance activities, that are planned or in progress.
4. All short-term workers (e.g., telephone repair workers, utility workers, or exterminators) who may come in contact with asbestos in a school are provided information regarding the locations of ACBM and suspected ACBM assumed to be ACM.
5. All warning labels are posted in accordance with section 763.95.
6. All management plans are available for inspection and notification of such availability has been provided as specified in the management plan under Section 763.93(g).
7. The undersigned person designated by the LEA pursuant to Section 763.84(g)(1) has received adequate training as stipulated in Section 763.84(g)(2).
8. The LEA has and will consider whether any conflict of interest may arise from the interrelationship among accredited personnel and whether that should influence the selection of accredited personnel to perform activities under Part 763.

Signed: _____
(Designated Person)

Date: _____

- **Some of these assurances are not applicable when the LEA only consists of a building(s) subject to an exclusion. [A building(s) completed after 10/12/88.]**