

 JUDICIAL COUNCIL OF CALIFORNIA	<b>Safety Management System</b>	Revision 0	Revision Date 01 Aug 2018
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# ASBESTOS MANAGEMENT PROGRAM

SMS – 1.03.07





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### 1. Purpose

The purpose of this Asbestos Management Program is to inform members of the Judicial Branch and the Judicial Branch’s contractors of the requirements and methods utilized to deal with asbestos hazards that may be encountered at Judicial Branch facilities. This program complies with:

- Business and Professions Code § 7180 – 7189.7 Asbestos Contractors
- Labor Code § 6501 Asbestos Related Work Requirements
- 8 CCR § 1529 Asbestos (Construction Safety Orders)
- 8 CCR § 5208 Asbestos (General Industry Safety Orders)
- 40 CFR 61 Subpart M National Emission Standards for Hazardous Air Pollutants (NESHAP)
- 40 CFR 763 Asbestos in Schools

Rules and Ordinances adopted by local authorities having jurisdiction (AQMD/APCD, etc.) shall be followed.

### 2. Scope

This Asbestos Management Program applies to all personnel (including contractors) under the direct supervision of the Judicial Council of California. All personnel shall comply with the provisions outlined in this document. Excavations in asbestos contaminated soils are not covered by this program.

### 3. Responsibilities


### 4. Background

The US Environmental Protection Agency has found asbestos containing materials in buildings built after 1980 and when contracts specified the use of non-asbestos building materials. Also, many building products imported or manufactured in the United States may legally contain asbestos. To ensure the health & safety of the courts, court staff and patrons, and Judicial Council staff all suspected ACM’s will be positively identified, and control measures will be employed when asbestos concentrations are greater than or equal to 0.1% (one-tenth of one percent) by weight. It has been determined that intact ACM’s and PACM’s shall be left in place. ACM’s and PACM’s, when found to be deteriorated or disturbed by construction activities, shall be removed and disposed of properly.

### 5. Planned Construction Activities

Planned construction activities are any work involving building, alteration, excavation, painting, repairing, construction maintenance, renovation, demolition, removal, or wrecking of any fixed structure or its part, and include:

- Demolition or salvage of structures;
- Removal or encapsulation of materials containing asbestos;
- Construction, alteration, repair, maintenance, or renovation of structures, substrates, or portions thereof;
- Installation of products containing asbestos;

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- Asbestos spill/emergency cleanup;
- Recovery activities involving black water, gray water and clear water intrusion, and other structural damage caused by natural disaster.
- Transportation, disposal, storage, containment of and housekeeping activities involving asbestos or products containing asbestos, on the site or location at which construction activities are performed;
- Excavation which may involve exposure to asbestos as a natural constituent which is not related to asbestos mining and milling activities;
- Routine facility maintenance; and
- Erection of new electric transmission and distribution lines and equipment, and alteration, conversion and improvement of the existing transmission and distribution lines and equipment.

All materials affected by the work shall be positively identified for hazardous materials content, particularly the following materials:

- cement materials (cement pipes, cement wallboard, and cement siding);
- wall and ceiling materials (ceiling tiles and lay-in panels vinyl wall coverings flooring backing, wallboard, joint compounds, decorative plaster, acoustical plaster textured paints/coatings, spackling compounds, and construction mastics),
- flooring materials (asphalt floor tile, vinyl floor tile, vinyl sheet flooring, fire-resistant materials (fire doors, fire curtains, fireproofing, materials, fire blankets),
- insulation materials (spray-applied insulation, blown-in insulation, HVAC duct insulation, boiler insulation, breaching insulation, electric wiring insulation, electrical cloth, electric panel partitions, pipe insulation (corrugated air-cell, block), ductwork flexible fabric connections, thermal taping compounds, high temperature gaskets),
- roofing materials (roofing felt, base flashing, and roofing shingles), and miscellaneous materials (adhesives packing materials, elevator equipment panels and brake shoes, thermal paper products, heating and electrical ducts, caulking/putties, cooling towers packing, and chalkboards)


NOTE: Environmental Contractors often hold certifications for lead and other materials as well as asbestos. This process can often be performed by the same contractors and the same time as lead related work.

The steps are as follows:

**a. 30 Days Prior to Start of Construction**

- i. Contract a Certified Asbestos Consultant (CAC) to conduct a survey of the affected work area.<sup>1</sup>
- ii. Enter into the Hazardous Building Materials Summary Report
- iii. Select the Facility ID. This will populate facility name and address.
- iv. Enter the Service Work Order Number (SWO#)
- v. Check the boxes for Purpose of Survey as appropriate:
  1. Renovation, Planned means large scope projects such as roof replacement, boiler replacements, etc.

<sup>1</sup> The Judicial Council's Asbestos Competent Person provider may be selected to provide survey and site surveillance services at this step.

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2. Renovation, Unplanned means limited scope construction activities arising from normal wear and tear. Carpet or flooring replacement in single rooms are an example.
3. Demolition means the removal of any facility structural member.
4. Comprehensive means the entire facility is to be surveyed.
5. Limited means the survey is for the immediate and potentially affected work zone.
- vi. Provide a brief description of the scope of work, tools to be used and work methods.
- vii. Save As HBMSR-SWO#-XXXXXXXXXXXX.
- viii. Send the Hazardous Building Materials Summary Report.xls (electronically) and a plot plan, floor plan or other applicable as-built drawing (if available) to the Certified Asbestos Consultant.

The Certified Asbestos Consultant shall then return the Hazardous Building Materials Summary Report along with a written report describing what was surveyed and sampled, the results of laboratory testing and a containment/work controls plan. If the summary report indicates there are "NO ASBESTOS DETECTED," send a copy of the summary and full reports to the Asbestos Management Program. No further action is required in this process.

If the summary report indicates there are asbestos containing materials in any concentration present, continue with the program.

**b. 23 days prior to the start of construction**

- i. Contract a C-22 Asbestos Abatement Contractor (C-22 AAC) to perform work
- ii. Identify the asbestos waste transporter the C-22 AAC will use,
- iii. Identify the waste disposal site where the waste will be sent.
- iv. Ensure the CAC has reviewed the work plan to control exposure to and release of asbestos with the C-22 AAC.
- v. Ensure the CAC has assigned and scheduled a Site Surveillance Technician for compliance monitoring and air clearance sampling.

**c. 16 days prior to the start of construction**


Notifications to the local air quality district, the California Air Resources Board or US EPA's Region IX NESHAP office will be required, dependent upon the concentration by weight of asbestos and the volume of materials to be removed. This notification or permit application must be made at least 16 days prior to the start of construction to meet regulatory requirements and allow for processing time. If the material to be removed contains 1.0% or more asbestos AND 100 ft<sup>2</sup> or 22 ft<sup>3</sup>, or more will be removed, then ensure the C-22 AAC has:

- i. Applied and paid fees for a permit from the local AQMD using the US Postal Service, or,
- ii. Notified the California Air Resources Board electronically and US EPA Region 9 by US Postal Service. (See Appendix A) if the local AQMD has not been delegated asbestos enforcement authority.

The abatement contractor must also notify CAL OSHA prior to the start of work.

Ensure a copy of the application or the notification is forwarded to the Environmental Health & Safety Unit when requesting a temporary EPA ID.

**d. 9 days prior to the start of construction**

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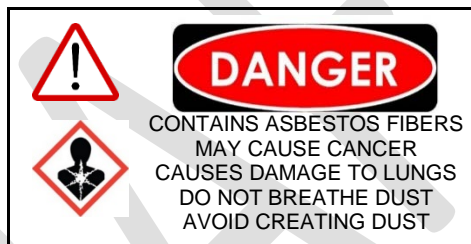
Before hazardous waste materials can be generated or stored regulations require an EPA identification number be active for the site. The Judicial Council currently uses temporary EPA ID's which are valid for 90 days. Requests for a temporary EPA ID# are made through CAFM (supplementary SWO) with a request form attachment. Ensure CAFM sends a workflow notification to [EHS@jud.ca.gov](mailto:EHS@jud.ca.gov). For work removing less than 100 ft<sup>2</sup> or 22 ft<sup>3</sup> a copy of the Hazardous Building Materials Summary Report is required. For work removing more than 100 ft<sup>2</sup> or 22 ft<sup>3</sup> a copy of the Hazardous Building Materials Summary Report and a copy of the NESHAP notification or the AQMD permit are required.

Ensure building occupants receive notice of the dates for the asbestos related work.

**e. Execution of construction activities**

During the asbestos related work phase of the construction the CAC, or Site Surveillance Technician working under his direction, shall monitor conditions and compliance to work plan. This person has the authority to stop work and make corrections to ensure compliance. The CAC will review daily air testing reports and provide direction if results do not meet standards.

Asbestos waste containers shall be securely closed when not in use by C-22 AAC and held in secure storage until shipped. The waste containers shall be immediately labeled upon use with the following text and symbols:



Prior to shipment of the waste the Facilities Management Administrator (FMA) or Operations Supervisor (FOS) for facility shall inspect the waste containers to ensure the packaging, labeling, placarding and the manifest are in all respects in proper condition for transport according to all applicable regulations. The manifest shall fully and accurately describe the materials by proper shipping name and classifications, and have the correct EPA ID for the site. Waste manifests are required to have the following information when:

- i. Asbestos waste is friable and easily released, (Uniform Hazardous Waste Manifest)


9a. HM	9b. US DOT Description
X	RQ, NA2212, Asbestos, 9, PG III

- ii. Asbestos waste is not friable and totally encapsulated, (Non-Hazardous Waste Manifest)

11. Waste Shipping Name and Description.
NA2212, Asbestos, 9, PG III

Ensure on the day of shipment a scan or photograph of the manifest signed by both the FMA/FOS and the transporter is sent to the EH&S Unit [EHS@jud.ca.gov](mailto:EHS@jud.ca.gov). Ensure the Generator's Copy (page 6) of the waste manifest is returned to:

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Facilities Services, EH&S Unit  
2860 Gateway Oaks Drive, Suite 400  
Sacramento, CA 95833-3509

**Attn: Waste Manifesting**

**f. Asbestos Abatement Phase Closeout**

Critical Barriers, or containment of regulated areas shall be removed when authorized by the Certified Asbestos Consultant. The CAC shall provide a written report of worker compliance monitoring, air clearance, quantity and location(s) of ACM removed, a copy of all analytical reports, and all reports generated by the Certified Asbestos Consultant to the EH&S Unit directly or through the Judicial Council project manager.

**6. Emergency Asbestos Work**


Emergency Asbestos Work is defined as asbestos related work and:

- Any condition creating an unbreathable atmosphere,
- Any condition creating an acute physical hazard,
- Any condition rendering a critical area in the facility unusable,
- Any condition which significantly impairs court operations, and,
- Must be and can be corrected within 24 hours.

Emergency Asbestos Work differs from Priority 1 (P1) work due to the extremely compressed time in which the work must be completed and the high level of hazard involved. While the requirements related to documentation, notification and safe execution of the work will not change, the order of execution will. The basic assumption for emergency asbestos work is that all materials to be handled are asbestos containing materials. The work flow for emergency work is:

- Contract with a Certified Asbestos Consultant to provide a containment work plan under the assumption that all materials handled are ACM and all necessary site surveillance.
- Engage a C-22 AAC to perform the abatement work.
- Ensure the CAC and the C-22 AAC conduct a pre-work briefing to review the containment plan.
- Ensure the C-22 AAC has made proper notification to Cal OSHA.
- Request emergency authorization to perform the work from the local AQMD (where regulated) or give notice to Cal ARB and US EPA.
- Create a supplemental SWO to request an EPA ID and call the Health & Safety Analyst. The Health & Safety Analyst will issue an EPA ID within 30 minutes of the phone call.

Work may begin when the above steps have been completed and the local AQMD has given authorization to proceed and an active EPA ID has been issued. The requirements of 5 e. and 5 f. above shall be followed until the abatement phase is completed except the materials will not be shipped until they have been tested and properly identified. Once the materials have been identified the documents required in 5 a.- d. above will be due to the EH&S Unit within 15 days. The Hazardous Building Materials Summary Report, local air district permit applications, or the NESHAP notifications shall be marked to indicate 1) Emergency unplanned renovation, or 2) Emergency demolition.

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## 7. Invoicing for Judicial Council Asbestos Competent Person Services

The Judicial Council gives written notice to tenant agencies and affected Judicial Council staff of the presence of known ACM/PACM's annually, and when new ACM's are discovered.

The Judicial Council communicates with Contractors about known and newly discovered ACM's as described in this program.

The Judicial Council or other entity performing construction activities shall ensure materials are identified prior to the start of construction activities. A list of locations with known and suspected ACM's (Appendix C) and an inventory of ACM's.

New or replacement materials containing an asbestos content equal to or more than 0.1% by weight shall not be installed.

Exception – In cases where an engineering finding determines:

An asbestos content equal to or more than 0.1% by weight is critical to material performance, and no acceptable alternative materials are available, or

It is not feasible to reduce an asbestos content to less than 0.1% for materials, then,

A detailed record documenting the location, the quantity installed, the asbestos content and the engineering finding shall be created. This record shall be filed with the building records and a copy forwarded for inclusion in the Hazardous Building Materials Inventory.

The Project Manager shall notify tenant agencies:

No less than 5 days prior to start of asbestos work, except for emergency work.

Within 24 hours of new asbestos materials being discovered,

Within 15 days of completion of work, to include a copy of sampling/clearance results for posting in employee areas.

Judicial Council EH&S Unit shall give annual notifications regarding ACM/PACM's on site.

Tenant Agencies shall ensure:

Agency staff do not disturb, damage or alter any asbestos or presumed asbestos containing materials. Such activities include, but are not limited to:

Penetration of walls to hang pictures, banners, etc., install equipment straps or cable ties.

Sanding, drilling or grinding of materials found listed in section 5.3.3 above.

Removal of carpeting, flooring, ceiling tiles or building sealants/adhesives.

Janitorial staff receives Class IV asbestos worker training if they may be required to clean asbestos dusts (8 CCR 1529 or 5208).

Report immediately to the Judicial Council the discovery of any deteriorated ACM/PACM's within their exclusive use areas.

Asbestos Work Plans shall be developed by a Certified Asbestos Consultant registered with Cal OSHA.

Materials surveys and sampling shall be performed by a Certified Site Surveillance Technician, under the direction of a Certified Asbestos Consultant, both being registered with Cal OSHA, and to the standards set in 40 CFR 763.



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Materials testing shall be conducted by a certified laboratory using EPA 600R-93/116. Level of Detection is 0.1% and 95% confidence.


Abatement Work Supervision shall be performed by a competent person employed and designated by a C-22 Asbestos Contractor.

Asbestos work shall be performed by authorized employees of a C-22 Asbestos Contractor.

Air Monitoring, Compliance Monitoring and Clearance Sampling shall be performed by a Certified Site Surveillance Technician, under the direction of a Certified Asbestos Consultant.

Air Monitoring and Clearance Testing shall be conducted by a certified laboratory using OSHA ID-60, NIOSH 7400, 7402 or 7403 methods and standards.

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### Definitions and Abbreviations

**Aggressive-Method**

Removal or disturbance of building material by sanding, abrading, grinding or other method that breaks, crumbles, or disintegrates intact ACM.

**AHERA**

Asbestos Hazard Emergency Response Act of 1986 established procedures and protocols to protect children and employees from asbestos exposures in schools. These procedures and protocols have been adopted by the state of California as asbestos work standards.

**Asbestos**

Includes chrysotile, amosite, crocidolite, tremolite asbestos, anthophyllite asbestos, actinolite asbestos, and any of these minerals that has been chemically treated and/or altered. For purposes of this standard, "asbestos" includes PACM and suspected ACM, as defined below.

**Asbestos Containing Material (ACM)**

Any installed material containing one percent asbestos (1%) or more by weight.

**Asbestos Containing Building Material (ACBM)**

Any building material containing more than one tenth of one percent asbestos (0.1%) and less than one percent (1.0%) by weight.

**Asbestos Related Work**

Any activity which by disturbing asbestos-containing materials of 0.1% concentration or greater may release asbestos fibers into the air. Does not include the installation, repair, maintenance, or nondestructive removal of asbestos cement pipe used outside of buildings, if the installation, repair, maintenance, or nondestructive removal of asbestos cement pipe does not result in asbestos exposures to employees in excess of the action level, or the installation or repair of automotive materials containing asbestos.

**Authorized Person**

Any person authorized by the employer and required by work duties to be present in regulated areas.

**AQMD**

Air Quality Management District, the local authority responsible for enforcing federal, state and local air related environmental protection standards. Also known as an Air Pollution Control District (APCD).

**Building/Facility Owner**

The legal entity, including a lessee, which exercises control over management and record keeping functions relating to a building and/or facility.



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C-22 Asbestos Abatement Contractor (C-22 AAC)

Contractors who are trained, equipped and certified by Cal OSHA to work with materials containing more than 0.1% asbestos.

Certified Asbestos Consultant

Contractors who are trained, equipped and certified by Cal OSHA to survey, take samples, interpret test results and develop asbestos hazard control plans.

Construction

Any work involving building, alteration, excavation, painting, repairing, construction maintenance, renovation, demolition, removal, or wrecking of any fixed structure or its parts.

Containment

The Critical Barriers put in place to confine actual or reasonably probable airborne contaminants to the Regulated Area, and prevent exposure to unprotected persons.

Contractor

The business entity having a contract with the Judicial Council of California to perform Facility Modifications, O&M or construction activities. As used in this document, contractor means both service provider and construction contractor.

Critical Barrier

One or more layers of plastic sealed over all openings into a work area or any other similarly placed physical barrier sufficient to prevent airborne asbestos in a work area from migrating to an adjacent area.

Decontamination Area

An enclosed area adjacent and connected to the regulated area and consisting of an equipment room, shower area, and clean room, which is used for the decontamination of workers, materials, and equipment that are contaminated with asbestos.

Demolition


The wrecking or taking out of any load- supporting structural member and any related razing, removing, or stripping of asbestos products.

Disturbance

Activities that disrupt the matrix of ACM or PACM, crumble or pulverize ACM or PACM, or generate visible debris from ACM or PACM. Disturbance includes cutting away small amounts of ACM and PACM, no greater than the amount which can be contained in one standard sized glove bag or waste bag in order to access a building component.


Intact

ACM which has not crumbled, been pulverized, or otherwise deteriorated so that the asbestos is no longer likely to be bound within its matrix.

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<b>Presumed Asbestos Containing Material (PACM)</b>	Thermal system insulation and surfacing material found in buildings. Any PACM shall be handled as ACM unless proven to contain no asbestos.
<b>Regulated Area</b>	Areas where aggressive-method asbestos work is conducted, and any adjoining area where debris and waste from such asbestos work accumulate; and a work area within which airborne concentrations of asbestos, exceed or there is a reasonable possibility they may exceed the permissible exposure limit.
<b>Removal</b>	All operations where ACM and/or PACM is taken out or stripped from structures or substrates, and includes demolition operations.
<b>Renovation</b>	The modifying of any existing structure, or portion thereof.
<b>Repair</b>	Overhauling, rebuilding, reconstructing, or reconditioning of structures or substrates, including encapsulation or other repair of ACM or PACM attached to structures or substrates.
<b>Surfacing ACM</b>	Material that is sprayed, troweled-on or otherwise applied to surfaces (such as acoustical plaster on ceilings and fireproofing materials on structural members, or other materials on surfaces for acoustical, fireproofing, and other purposes) which contains more than 1% asbestos.
<b>Suspected ACBM</b>	Any materials used in construction that may contain more than 0.1% asbestos and have not been verified by testing.
<b>Thermal System Insulation ACM (TSI/ACM)</b>	Materials applied to pipes, fittings, boilers, breeching, tanks, ducts or other structural components to prevent heat loss or gain which contains more than 1% asbestos.

Document Title	Document Location
<b>Hazardous Building Materials Inventory</b>  <b>Asbestos NESHAP Notification of Demolition and Renovation Form, California Air Resources Board Form ED/ESB/DSS – 151 (REV 09/15)</b>	Hazardous Building Materials Inventory\Inventory by Court\((Court)\(Building ID)

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Document Title	Filing Location	Retention
<b>Hazardous Building Materials Inventory</b>  <b>Asbestos NESHAP Notification of Demolition and Renovation Form, California Air Resources Board Form ED/ESB/DSS – 151 (REV 09/15)</b>	Hazardous Building Materials Inventory\Inventory by Court\ (Court)\ (Building ID)	No expiration

Document owner is to complete a review of this standard annually.


Program Steward – Facilities Analyst, Environmental, Health & Safety Unit

Program Owner – Manager, Risk Management Unit

Reviewing Authority – Principle Managers, Facilities Operations and Project Management

Approving Authority – Director or Deputy Director, Facilities Services Office

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## **APPENDIX A – NESHAP Notification Requirements**

For asbestos related work affecting 100 ft<sup>2</sup> or 22 ft<sup>3</sup> or more of material AND the material has an asbestos concentration greater than or equal to 1.0% and the work is conducted in the following counties and air districts:

Amador (Amador County APCD)	Placer (Placer County APCD)
Butte (Butte County AQMD)	Plumas (Northern Sierra AQMD)
Calaveras (Calaveras County APCD)	Shasta (Shasta County APCD)
Colusa (Colusa County APCD)	Sierra (Northern Sierra AQMD)
El Dorado (El Dorado County AQMD)	Siskiyou (Siskiyou County ACPD)
Glenn (Glenn County APCD)	Sutter (Feather River AQMD)
Imperial (Imperial County APCD)	Tehema (Tehema County ACPD)
Lassen (Lassen County APCD)	Tuolumne (Tuolumne County APCD)
Mariposa (Mariposa County APCD)	Yuba (Feather River AQMD)
Nevada (Northern Sierra AQMD)	

The [Asbestos NESHAP Notification Form](#) should be typewritten and postmarked or delivered no later than 10 working days (14 calendar days) prior to the beginning of the asbestos removal activity and/or demolition.


Mail Original To: Mr. Kingsley Adeduro  
U.S. EPA - Region IX  
Asbestos NESHAP Notification (Air 5)  
75 Hawthorne Street  
San Francisco, California 94105

Please send a copy of the Asbestos NESHAP Notification Form using *one* of the following options:

Email (preferred): [asbestos@arb.ca.gov](mailto:asbestos@arb.ca.gov)

US Mail: California Air Resources Board, Enforcement Division  
Asbestos NESHAP Notification  
Post Office Box 2815, Sacramento, California 95812

Fax: (916) 229-0645

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**Notification Instructions**

**1. Type of Notification:**

Enter "O" if the notification is a first time or original notification, "R" if the notification is a revision of a prior notification, or "C" if the activity has been canceled.

**2. Facility Information:**

Enter the names, addresses, contact persons and telephone numbers of the following:

- Owner: Legal owner of the site at which asbestos is being removed or demolition planned.
- Removal Contractor: Contractor hired to remove asbestos.
- Other Operator: Demolition contractor, general contractor, or any other person who leases, operates, controls or supervises the site.

If known, the name of the site supervisor should be entered as the contact person for the notification. If additional parties share responsibility for this site, demolition activity, renovations or ACM removal, include complete information (including name, address, contact person and telephone number) on additional sheets submitted with the form.

**3. Type of Operation:**

Enter "D" for facility demolition, "R" for facility renovation, "O" for ordered demolitions, or "E" for emergency renovations.


**4. Is Asbestos Present?**

Answer "Yes" or "No" regardless of the amount or type of asbestos.

**5. Facility Description:**

Provide detailed information on the areas being renovated or demolished. If applicable, provide the floor numbers and room numbers where renovations are to be conducted.

- Site Location: Provide information needed to locate site in the event that the address alone is inadequate.
- Building Size: Provide in square meters or square feet.
- No. of Floors: Enter the number of floors including basement or ground level floors.
- Age in Years: Enter approximate age of the facility.
- Present Use/Prior Use: Describe the primary use of the facility or enter the following codes:
  - H for Hospital; S for School; P for Public Building; O for Office; I for Industrial; U for University or College; B for Ship; C for Commercial; or R for Residence.

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**6. Asbestos Detection Procedure:**

Describe methods and procedures used to determine whether ACM is present at the site, including a description of the analytical methods employed.

**7. Approximate Amount of Asbestos Including:**

(1) Regulated ACM to be removed (including nonfriable ACM to be sanded, ground or abraded); (2) Category 1 ACM not removed; and (3) Category II ACM not removed.

For both removals and demolitions, enter the amount of RACM to be removed by entering a number in the appropriate box and an "X" for the unit. For demolitions only, enter the amount of Category I and II nonfriable asbestos not to be removed in the appropriate boxes.

Category I nonfriable material includes packing, gaskets, resilient floor covering and asphalt roofing materials containing more than one percent asbestos. Category II nonfriable material includes any material, excluding Category I products, containing more than one percent asbestos, that when dry, cannot be crumbled, pulverized or reduced to powder.

**8. Scheduled Dates of Asbestos Removal (MM/DD/YY):**

Enter scheduled dates (month/day/year) for asbestos removal work. Asbestos removal work includes any activity, including site preparation, which may break up, dislodge or disturb asbestos material.

**9. Scheduled Dates of Demo/Renovation (MM/DD/YY):**

Enter scheduled dates (month/day/year) for beginning and ending the planned demolition or renovation.

**10. Demolition of Planned Demolition or Renovation Work, and Method(s) to be Used:**

Include in this description the demolition and renovation techniques to be used and a description of the areas and types of facility components which will be affected by this work.


**11. Description of Engineering Controls and Work Practices to be Used to Control Emissions of Asbestos at the Demolition and Renovation Site:**

Describe the work practices and engineering controls selected to ensure compliance with the requirements of the regulations, including both asbestos removal and waste-handling emission control procedures.

**12. Waste Transporter(s):**

Enter the names, addresses, contact persons and telephone numbers of the persons or companies responsible for transporting ACM from the removal site to the waste disposal site. If the removal contractor or owner is the waste transporter, state "same as owner" or "same as removal contractor." If additional parties are responsible, include complete information on an additional sheet submitted with the form.



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**13. Waste Disposal Site:**

Identify the waste disposal site, including the complete name, location and telephone number of the facility. If ACM is to be disposed of at more than one site, provide complete information on an additional sheet submitted with the form.

**14. If Demolition is Ordered by a Government Agency, Please Identify the Agency Below:**

Provide the name of the responsible official, title and agency, authority under which the order was issued, the dates of the order and the dates of the ordered demolition.

**15. Emergency Renovation Information:**

Provide the date and time of the emergency, a description of the event and a description of unsafe conditions, equipment damage or financial burden resulting from the event. The information should be detailed enough to evaluate whether a renovation falls within the emergency exception.

**16. Description of Procedures to be Followed in the Event that Unexpected Asbestos is Found or Previously Nonfriable Asbestos Material Becomes Crumbled, Pulverized or Reduced to Power:**

Provide adequate information to demonstrate that appropriate actions have been considered and can be implemented to control asbestos emissions adequately, including at a minimum, conformance with applicable work practice standards.


**17. Certification of Presence of Trained Supervisor:**

One year after promulgation of the applicable regulation, the notifier must certify that a person trained in asbestos-removal procedures will supervise the demolition or renovation. The supervisor is responsible for the activity on-site. Evidence that the training has been completed by the supervisor must be available for inspection during normal business hours.

**18. Verification:**

Please certify the accuracy and completeness of the information provided by signing and dating the notification form.

**There are no fees required to submit the notification.**

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### APPENDIX B – Certified Asbestos Consultant Work Specifications

(design basis 8 CCR 1529/5208, SCAQMD Rule 1403 and 40 CFR 763)

Purpose: To ensure:

- a. Certified Asbestos Consultants contracted by the Judicial Council deliver a consistent work product.
- b. Materials of construction are positively identified before renovation or demolition activities begin.

Definitions of terms used:

*Suspected ACBM* means any materials of construction, insulation or coatings with the potential to have an asbestos content greater than 0.1% asbestos.


*ACBM* means any materials of construction, insulation or coatings confirmed by testing to have an asbestos concentration greater than 0.1% and less than 1.0%.

*ACM* means any materials of construction, insulation or coatings confirmed by testing to have an asbestos concentration greater than or equal to 1.0%.


*Cal OSHA certified inspector* means a Certified Asbestos Consultant or Site Surveillance Technician under the direction of a Certified Asbestos Consultant who hold current certificates issued by Cal OSHA for specific asbestos related work.

Services Deliverables:

1. Perform a visual inspection of the proposed work area to identify the locations of all suspected Asbestos Containing Building Materials (ACBM).
2. Touch all suspected ACBM to determine whether they are friable.
3. Identify all homogeneous areas of friable suspected ACBM and all homogeneous areas of nonfriable suspected ACBM.
4. For each homogeneous area of suspected ACBM, collect for analysis bulk samples:
  - a. *Surfacing material.* A Cal OSHA certified inspector shall collect, in a statistically random manner that is representative of the homogeneous area, bulk samples from each homogeneous area of suspected ACBM, and shall collect the samples as follows:
    - i. At least three bulk samples shall be collected from each homogeneous area that is 1,000 ft<sup>2</sup> or less.
    - ii. At least five bulk samples shall be collected from each homogeneous area that is greater than 1,000 ft<sup>2</sup> but less than or equal to 5,000 ft<sup>2</sup>.
    - iii. At least seven bulk samples shall be collected from each homogeneous area that is greater than 5,000 ft<sup>2</sup>.
  - b. *Thermal system insulation.*
    - i. Collect, in a randomly distributed manner, at least three bulk samples from each homogeneous area of thermal system insulation that is a suspected ACBM.

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- ii. Collect at least one bulk sample from each homogeneous area of patched thermal system insulation that is suspected ACM if the patched section is less than 6 linear or square feet.
- iii. In a manner sufficient to determine whether the material is ACM or not ACM, collect bulk samples from each insulated mechanical system that suspected ACM where cement or plaster is used on fittings such as tees, elbows, or valves.
- iv. Bulk samples are not required to be collected from any homogeneous area where the Cal OSHA certified inspector has determined that the thermal system insulation is fiberglass, foam glass, rubber, or other non-ACBM.
- c. *Miscellaneous material.* In a manner sufficient to determine whether material is ACM or not ACM, a Cal OSHA certified inspector shall collect bulk samples from each homogeneous area of suspected ACM.
  - i. The miscellaneous materials surveyed shall include, at a minimum, identification of all affected materials at the facility, including but not limited to all layers of flooring materials to the joist level, and all material in the wall or ceiling cavities as necessary to identify and sample them.
- d. *Nonfriable suspected ACM.* In a manner sufficient to determine whether the material is ACM or not ACM, bulk samples from the homogeneous area of nonfriable suspected ACM shall be collected.
- 5. For each homogeneous area of suspected ACM, submit bulk samples for analysis
  - a. To laboratories accredited by the National Voluntary Laboratory Accreditation Program (NVLAP) for polarized light microscopy (PLM) analysis under EPA 600R-93/116.
  - b. Bulk samples shall not be composited for analysis and shall be analyzed for asbestos content by PLM.
  - c. Level of detection for bulk samples shall be 0.1% (1000-point count)
  - d. A homogeneous area is considered to be an ACM only if the results of all samples required to be collected from the area show asbestos in amounts less than 1.0%.
  - e. A homogeneous area shall be determined to contain ACM based on a finding that the results of at least one sample collected from that area shows that asbestos is present in an amount greater than or equal to 1.0%.
  - f. The name and address of each laboratory performing an analysis, the date of analysis, and the name and signature of the person performing the analysis, and a copy of the laboratory report shall be included in the written assessment and submitted to the Judicial Council.
- 6. Review the results of laboratory analysis for the submitted bulk samples, and provide a written report of the materials and area surveyed.
  - a. Each Cal OSHA certified inspector providing a written assessment shall sign and date the assessment, provide his or her State of accreditation, and if applicable, accreditation number, and submit a copy of the assessment to Judicial Council staff.
  - b. All materials surveyed shall be identified as:
    - i. Clear – no detectable asbestos greater than 0.1%

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- ii. ACBM – asbestos content of the material is greater than 0.1% and less than 1.0%.
- iii. ACM – asbestos content of the material is greater than or equal to 1.0%.
- c. All materials surveyed shall be categorized as surfacing material, thermal system insulation, or miscellaneous material.
- d. All materials surveyed shall be described in sufficient detail to enable others not familiar with the location to be able identify the materials surveyed.
- e. The Cal OSHA certified inspector shall classify and give reasons in the written assessment for classifying the surveyed materials into one of the following categories:
  - i. Damaged or significantly damaged thermal system insulation ACM.
  - ii. Damaged friable surfacing ACM.
  - iii. Significantly damaged friable surfacing ACM.
  - iv. Damaged or significantly damaged friable miscellaneous ACM.
  - v. ACBM with potential for damage.
  - vi. ACBM with potential for significant damage.
  - vii. Any remaining friable ACBM.
- f. Assessment shall include the following information:
  - i. Location and the amount of the material, both in total quantity and as a percentage of the functional space.
    - 1. Description of the locations of the homogeneous areas where samples are collected, exact location where each bulk sample is collected, and dates that samples are collected.
    - 2. A description of the manner used to determine sampling locations, the name and signature of each Cal OSHA certified inspector who collected the samples, State of accreditation, and, if applicable, his or her accreditation number.
    - 3. The description shall be a written narrative and include drawings showing locations of materials and sample points.
      - a. When available, plot and floor plans should be used for drawings.
  - ii. Condition of the material, specifying:
    - 1. Type of damage or significant damage (e.g., flaking, blistering, water damage, or other signs of physical damage).
    - 2. Severity of damage (e.g., major flaking, severely torn jackets, as opposed to occasional flaking, minor tears to jackets).
    - 3. Extent or spread of damage over large areas or large percentages of the homogeneous area.
    - 4. Whether the material is accessible.
    - 5. The material's potential for disturbance.

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6. Known or suspected causes of damage or significant damage (e.g., air erosion, vandalism, vibration, water).
7. Preventive measures which might eliminate the reasonable likelihood of undamaged ACM/ACBM from becoming significantly damaged.
- g. The written report shall include a work plan to control the release of asbestos to the environment, protect C-22 workers and the court from exposure to asbestos during the work, and clearance requirements.
  - i. The work plan shall conform to requirements of 8 CCR 1529, 40 CFR 61 or local requirements, where more restrictive.
- h. The written report shall be summarized on the Summary Reporting Form tab of the Judicial Council Hazardous Building Materials Summary Report (.xls)
- i. Materials surveyed shall also be reported on the Materials Inventory tab of the Judicial Council Hazardous Building Materials Summary Report (.xls)
7. Assign a Cal OSHA certified inspector to monitor work plan compliance and perform air clearance sampling.
8. Ensure air clearance samples are submitted to laboratories accredited by a national accreditation program to perform OSHA method ID-60, or the most current version of the NIOSH 7400 series methods for testing.
9. Receive and interpret results for the air clearance samples to laboratories accredited by a national accreditation program to perform OSHA method ID-60, or the most current version of the NIOSH 7400 series methods for testing.
  - a. If the results are acceptable give authorization to dismantle installed containment.
  - b. If the results are NOT acceptable give instructions necessary to attain acceptable results, and for retesting.
10. Provide a written report of compliance monitoring and air clearance.



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**APPENDIX C – Judicial Council Facilities Having or Suspected to Have Asbestos Containing Materials**

Building ID	Building Name	Address	City
01-B3	Wiley W. Manuel Courthouse	661 Washington St.	Oakland
01-D1	Hayward Hall of Justice	24405 Amador St.	Hayward
01-F1	George E. McDonald Hall of Justice	2233 Shoreline Drive	Alameda
01-G1	Berkeley Courthouse	2120 Martin Luther King, Jr. Way	Berkeley
01-H1	Fremont Hall of Justice	39439 Paseo Padre Pkwy.	Fremont
03-C1	Amador Superior Court	500 Argonaut Lane	Jackson
04-A1	Butte County Courthouse	1 Court St.	Oroville
04-D1	Chico Courthouse	655 Oleander Ave.	Chico
04-F1	North Butte County Courthouse	1775 Concord Avenue	Chico
05-C1	Calaveras Superior Court	400 Government Center Drive	San Andreas
07-A14	Family Law Center	751 Pine Street	Martinez
07-A2	Wakefield Taylor Courthouse	725 Court St.	Martinez
07-A3	Bray Courts	1020 Ward St.	Martinez
07-C1	Walnut Creek Courthouse	640 Ygnacio Valley Rd.	Walnut Creek
07-D1	Concord Courthouse	2970 Willow Pass Rd.	Concord
07-E3	Richard E. Arnason Justice Center	1000 Center Drive	Pittsburg
07-F1	George D. Carroll Courthouse	100 37th St.	Richmond
08-A1	Del Norte County Superior Court	450 'H' St.	Crescent City
09-A1	Main St. Courthouse	495 Main St.	Placerville
09-C1	.	3321 Cameron Park Dr.	Cameron Park
09-E1	Johnson Bldg.	1354 Johnson Blvd.	South Lake Tahoe
10-A1	Fresno County Courthouse	1100 Van Ness Ave.	Fresno
10-F1	Reedley Court	815 G Street	Reedley
11-A1	Historic Courthouse	526 West Sycamore St.	Willows
11-A7	Swing Space Modular	SW Corner of Murdock and Sycamore	Willows
13-A1	Imperial County Courthouse	939 W. Main St.	El Centro
13-D1	Winterhaven Court	2124 Winterhaven Dr.	Winterhaven
15-A1	Bakersfield Superior Court	1415 Truxtun Ave, 1315 Truxtun Ave, 1661 L Street	Bakersfield
15-C1	Bakersfield Juvenile Center	2100 College Ave.	Bakersfield
15-D1	Delano/North Kern Court	1122 Jefferson St.	Delano



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15-E1	Shafter/Wasco Courts Bldg.	325 Central Valley Hwy	Shafter
15-F1	Taft Courts Bldg.	311 N Lincoln St.	Taft
15-F2	Taft Superior Court Modular	311 N Lincoln Street	Taft
15-H1	Arvin/ Lamont Branch	12022 Main St.	Lamont
15-J2	Ridgecrest - Division B Courtroom	420 N China Lake Blvd.	Ridgecrest
16-C1	Avenal Court	501 E. Kings Street	Avenal
16-D1	Corcoran Court	1000 Chittenden Ave.	Corcoran
17-B1	South Civic Center	7000A S. Center Dr.	Clearlake
18-C1	Hall of Justice	2610 Riverside Drive	Susanville
19-AC1	San Fernando Courthouse	900 Third Street	San Fernando
19-AG1	Compton Courthouse	200 West Compton Boulevard	Compton
19-AK1	Norwalk Courthouse	12720 Norwalk Boulevard	Norwalk
19-AL1	Bellflower Courthouse	10025 East Flower Street	Bellflower
19-AM1	Downey Courthouse	7500 East Imperial Highway	Downey
19-AO1	Whittier Courthouse	7339 Painter Avenue	Whittier
19-AP1	Santa Monica Courthouse	1725 Main Street	Santa Monica
19-AP3	Santa Monica Court Annex	1725 Main St.	Santa Monica
19-AQ1	Beverly Hills Courthouse	9355 Burton Way	Beverly Hills
19-AR1	West Los Angeles Courthouse	1633 Purdue Avenue	Los Angeles
19-AU1	Airport Courthouse	11701 South La Cienega Boulevard	Los Angeles
19-AX1	Van Nuys Courthouse East	6230 Sylmar Avenue	Van Nuys
19-AX2	Van Nuys Courthouse West	14400 Erwin Street Mall	Van Nuys
19-AY1	Chatsworth Courthouse	9425 Penfield Avenue	Chatsworth
19-AZ1	Michael D. Antonovich Antelope Valley Courthouse	42011 4th Street West	Lancaster
19-C1	Torrance Courthouse	825 Maple Avenue	Torrance
19-C2	Torrance Annex	3221 Torrance Boulevard	Torrance
19-C3	S. Bay Muni Court Jury Assembly Trailer	825 Maple Dr.	Torrance
19-C4	S. Bay Municipal Traffic Court Trailer	825 Maple Dr.	Torrance
19-E1	Inglewood Juvenile Court	110 Regent Street	Inglewood
19-F1	Inglewood Courthouse	One Regent Street	Inglewood
19-G1	Burbank Courthouse	300 East Olive	Burbank
19-H1	Glendale Courthouse	600 East Broadway	Glendale
19-I1	Alhambra Courthouse	150 West Commonwealth Avenue	Alhambra



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19-J1	Pasadena Courthouse	300 East Walnut Street	Pasadena
19-K1	Stanley Mosk Courthouse	111 North Hill Street	Los Angeles
19-L1	Clara Shortridge Foltz Criminal Justice Center	210 West Temple Street	Los Angeles
19-N1	Monrovia Training Center	300 W. Maple Ave.	Monrovia
19-O1	El Monte Courthouse	11234 East Valley Boulevard	El Monte
19-P1	Mental Health Court	1150 North San Fernando Road	Los Angeles
19-Q1	Edmund D. Edelman Children's Court	201 Centre Plaza Drive	Monterey Park
19-S1	Hollywood Courthouse	5925 Hollywood Boulevard	Los Angeles
19-T1	Metropolitan Courthouse	1945 South Hill Street	Los Angeles
19-V1	East Los Angeles Courthouse	4848 E. Civic Center Way	East Los Angeles
19-W1	Pomona Courthouse South	400 Civic Center Plaza	Pomona
19-W2	Pomona Courthouse North	350 West Mission Boulevard	Pomona
20-D1	Sierra Courthouse	40601 Road 274	Bass Lake
20-F1	New Madera Courthouse	200 South G Street	Madera
23-A1	County Courthouse	100 N. State St.	Ukiah
24-A1	Old Court	627 W. 21st Street	Merced
24-A8	Main Merced Courthouse	2260 N Street	Merced
25-A1	Barclay Justice Center	205 S. East Street	Alturas
26-B2	Mammoth Lakes Courthouse	100 Thompsons Way	Mammoth Lakes
27-A1	Salinas Courthouse- North Wing	240 Church St.	Salinas
27-B1	Marina Courthouse	3180 Del Monte Blvd.	Marina
28-A1	Criminal Court Building	1111 Third St.	Napa
28-B1	Historic Courthouse	825 Brown St.	Napa
28-C1	Napa Juvenile Court	2350 Old Sonoma Rd.	Napa
30-A1	Central Justice Center	700 Civic Center Dr. W.	Santa Ana
30-A3	Civil Complex Center ("CXC")	751 W. Santa Ana Blvd.	Santa Ana
30-B1	Betty Lou Lamoreaux Justice Center	341 The City Dr.	Orange
30-C1	North Justice Center	1275 N. Berkeley Ave.	Fullerton
30-D1	West Justice Center	8141-8144 13th St.	Westminster
30-E1	Harbor Justice Center-Newport Beach Facility	4601 Jamboree Road	Newport Beach
31-H1	Hon. Howard G. Gibson Courthouse	10820 Justice Center Drive	Roseville
33-A1	Family Law Court	4175 Main St.	Riverside
33-A3	Hall of Justice	4100 Main St.	Riverside





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33-C1	Larson Justice Center	46-200 Oasis Street	Indio
33-D1	Blythe Courthouse - Superior Court	265 N. Broadway	Blythe
33-F1	Hemet	880 N. State St.	Hemet
33-G4	Banning Justice Center	311 East Ramsey	Banning
33-M1	Southwest Justice Center	30755 Auld Road	Murrieta
33-N1	Riverside Juvenile Court	9991 County Farm Rd.	Riverside
34-A1	Gordon Schaber Sacramento Superior Court	720 Ninth St.	Sacramento
34-C2	Juvenile Courthouse	9605 Kiefer Road	Sacramento
34-D1	Carol Miller Justice Center Court Facility	301 Bicentennial Circle	Sacramento
36-A1	Central Courthouse	351 N. Arrowhead Ave	San Bernardino
36-A2	San Bernardino Courthouse - Annex	351 N. Arrowhead Ave	San Bernardino
36-C1	Fontana Courthouse	17780 Arrow Blvd.	Fontana
36-C3	Fontana Jury Assembly Building	17782 Arrow Blvd.	Fontana
36-E2	Joshua Tree Modular	6527 White Feather Road	Joshua Tree
36-J1	Barstow Courthouse	235 East Mountain View Street	Barstow
36-R1	San Bernardino Justice Center	247 West Third Street	San Bernardino
37-A1	County Courthouse	220 West Broadway	San Diego
37-C1	Kearny Mesa Court	8950 Clairemont Mesa Blvd.	San Diego
37-C2	Kearny Mesa Traffic Court KM3 Trailer	8950 Clairemont Mesa Blvd.	San Diego
37-C3	Kearny Mesa Traffic Court KM4 Trailer	8950 Clairemont Mesa Blvd.	San Diego
37-C4	Kearny Mesa Traffic Court KM5 & KM6 Trailer	8950 Clairemont Mesa Blvd.	San Diego
37-E1	Juvenile Court	2851 Meadow Lark Dr.	San Diego
37-E3	Department 9 Trailer	2851 Meadow Lark Dr.	San Diego
37-E4	Department 10 Trailer	2851 Meadow Lark Dr.	San Diego
37-F2	North County Regional Center - North	325 South Melrose Drive	Vista
37-F3	North County Regional Center - Annex	325 South Melrose Drive	Vista
37-F4	Trailer - Dept. 34	325 South Melrose Drive	Vista
37-F5	Trailer - Dept. 35	325 South Melrose Drive	Vista
37-F6	Trailer - Storage A	325 South Melrose Drive	Vista
37-F7	Trailer - Family Support	325 South Melrose Drive	Vista
37-I1	East County Regional Center	250 E. Main St.	El Cajon
37-L1	New Central San Diego Courthouse	1100 Union Street	San Diego
38-A1	Civic Center Courthouse	400 McAllister St.	San Francisco



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39-C1	Manteca Branch Court	315 E. Center St.	Manteca
39-D2	Lodi Branch Dept. 2	315 W. Elm St.	Lodi
39-E1	Tracy Branch Courthouse	475 E. 10th St.	Tracy
39-E2	Tracy Modular 1: Support	475 East Tenth St.	Tracy
39-E3	Tracy Modular 2: Courtroom	475 East Tenth St.	Tracy
39-E4	Tracy Agriculture Building	503 East Tenth St.	Tracy
40-E1	Grover Beach Branch	214 S 16th St.	Grover Beach
40-E2	Grover Beach Clerk's Office	214 S 16th St.	Grover Beach
40-J1	Paso Robles Courthouse	901 Park Street	Paso Robles
41-A2	Traffic/ Small Claims Annex	500 County Center	Redwood City
41-B1	Central Branch	800 North Humboldt St.	San Mateo
41-C1	Northern Branch Courthouse	1050 Mission Rd.	South San Francisco
42-B1	Figueroa Division	118 E. Figueroa St.	Santa Barbara
42-C1	Santa Barbara Juvenile Court	4500 Hollister Ave.	Santa Barbara
42-F1	Santa Maria Courts Bldgs. C + D	312 E. Cook St.	Santa Maria
42-F3	Santa Maria Courts, Bldgs. A + B	312 E. Cook St.	Santa Maria
42-F4	Santa Maria Courts, Bldg. F	312 E. Cook St.	Santa Maria
42-F5	Santa Maria Courts, Bldg. G	312 E. Cook St.	Santa Maria
42-G1	Santa Barbara Jury Assembly Bldg.	1108 Santa Barbara	Santa Barbara
43-A1	Hall of Justice (East)	190 W. Hedding	San Jose
43-A2	Hall of Justice (West)	200 W. Hedding	San Jose
43-B1	Downtown Superior Court	191 N. First St.	San Jose
43-B2	Historic Courthouse	161 N. First St.	San Jose
43-B5	Family Justice Center Courthouse	201 N. First Street	San Jose
43-D1	Palo Alto Courthouse	270 Grant St.	Palo Alto
43-F1	Sunnyvale Courthouse	605 W. El Camino Real	Sunnyvale
43-G1	Santa Clara Courthouse	1095 Homestead Rd.	Santa Clara
43-N1	Morgan Hill Courthouse	301 Diana Avenue	Morgan Hill
44-A1	Main Courthouse	701 Ocean St.	Santa Cruz
44-B2	Watsonville Courthouse	1 Second Street	Watsonville
45-A1	Main Courthouse	1500 Court St.	Redding
47-B1	Dorris	324 N. Pine St.	Dorris
48-A1	Hall of Justice	600 Union Ave.	Fairfield



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50-A1	Modesto Main Courthouse	800 11th Street	Modesto
50-A2	Hall of Records	1100 I Street	Modesto
50-C1	Ceres Superior Court	2744 Second St.	Ceres
50-D1	Turlock Superior Court	300 Starr Ave.	Turlock
51-A1	Courthouse West	446 Second St.	Yuba City
51-C1	Sutter County Courthouse	1175 Civic Center Blvd.	Yuba City
52-A3	Annex No. 2	445 Pine Street	Red Bluff
52-B1	Superior Court at Corning	720 Hoag St.	Corning
54-B1	Tulare Division	425 E. Kern St.	Tulare
54-E1	Dinuba Division of the Tulare Superior Court	640 South Alta Ave.	Dinuba
54-I1	South County Justice Center	300 East Olive Avenue	Porterville
57-A10	Yolo Superior Court	1000 Main Street	Woodland
64-E1	4th Appellate District, Division 3	601 W. Santa Ana Blvd	Santa Ana
65-A2	5th Appellate District.	2424 Ventura Street	Fresno

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