# https://intranet.state.mo.us/dnr/wp-content/uploads/sites/21/2018/06/DNRbwlogo.jpg

# Sample Operation and Maintenance Plan for Asbestos-Containing Material and Lead-Based Paint

Prepared for (address):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Part One: Asbestos–Containing Material (ACM)**

Asbestos inspection date\_\_\_\_\_\_\_\_\_\_

Missouri Certified Inspector name\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Check box that applies

No ACM was identified by the asbestos inspection - Go to part Two [Lead-Based Paint (LBP)]

ACM was identified but was completely removed and clearance tested – Go to part Two (LBP)

ACM remains in the building – complete rest of ACM section

A. Location within the building - Prepare both Table and Map/Drawing

1. Table

Description of material – type and quantity

Description of accessibility – restricted access area, public space, residential area

Example of Location Table

|  |  |  |  |
| --- | --- | --- | --- |
| Location | ACM type | Quantity | Accessibility |
| First floor broom closet | 9 inch floor tiles, tan non-friable Category I | Ten square feet | Restricted to building maintenance and kept locked |
| Basement furnace room | Pipe insulation  friable | Five linear feet  6 in. diameter pipe | Restricted to building maintenance and authorized repair persons |

2. Map or drawing of each floor showing locations of ACM. Attach legible maps or drawings to this plan.

B. Protocol and schedule for regular inspections by owner or owner’s representative

Protocol = What gets inspected, How it is inspected, How often inspections happen.

Use the Location and ACM type columns from the Location Table.

Example of Inspection Table

|  |  |  |  |
| --- | --- | --- | --- |
| Location | ACM type | Inspect | Frequency |
| First floor broom closet | 9 inch floor tiles, tan type 1 | Visual and check for loose tiles | Once per year |
| Basement furnace room | Pipe insulation  friable | Visual for intact encapsulation | Once per year |

Keep a copy of each yearly inspection with the O & M Plan. Both should be available to residents on request.

3. ACM contingency plan:

**Note: Projects requiring disturbance of regulated amounts and types of ACM require pre-inspection and agency notification. For forms and guidance see https://dnr.mo.gov/env/apcp/asbestos/index.htm**

ACM damage:

If ACM is friable:

1. Prevent access to the room or area until repairs or abatement can begin.
2. Make repairs following Department of Natural Resources guidance and complying with Air Pollution Control Program regulations.

If ACM is non-friable Category I or II:

1. Avoid rendering damaged material friable
2. Place loose pieces of ACM in disposal bags immediately
3. Dispose of in a permitted Sanitary Landfill

ACM disturbance required during maintenance, renovation or repairs:

If ACM is friable or non-friable that has been damaged, deteriorated or rendered friable by burning, follow the notification, inspection and asbestos contractor requirements as applicable in Department of Natural Resources guidance and complying with Air Pollution Control Program regulations.

If ACM is non-friable Category I or II in good condition:

1. Avoid rendering disturbed material friable. Do not use power tools such as drills or saws. Moisten materials prior to handling.
2. Place loose or removed pieces of ACM in disposal bags immediately
3. Dispose of in a permitted Sanitary Landfill

**Part Two: Lead-Based Paint**

Lead Inspection date\_\_\_\_\_\_\_\_\_\_

Missouri Licensed Lead Inspector name\_\_\_\_\_\_\_\_\_\_\_\_

Check box that applies

No LBP was identified in the building - Go to End

LBP was identified but was completely removed and clearance tested – Go to End

LBP remains in the building – complete rest of LBP section

A. Location within the building. Prepare both Table and Map or Drawing

1. Table

Description of material – type and quantity

Description of accessibility – restricted access area, public space, residential area

Example of Location Table

|  |  |  |  |
| --- | --- | --- | --- |
| Location | Quantity | Abatement Method | Accessibility |
| First floor Painted interior trim | All interior trim | Encapsulation with lead barrier primer | Public space |
| 3rd floor bathroom wainscoting | 150 square ft. | Enclosure using cement board attached with screws and ceramic tiled | Residential area Apt. 3B |

2. Map or drawing of each floor showing locations of LBP. Attach legible maps or drawings to this plan.

B. Protocol and schedule for regular inspections by owner or owner’s representative

Protocol = What gets inspected, How it is inspected, How often inspections happen.

Use the location and quantity columns from the Location Table.

Example of Inspection Table

|  |  |  |  |
| --- | --- | --- | --- |
| Location | Quantity | Inspection of Abatement Method | Frequency |
| First floor Painted interior trim | All interior trim | Visual inspection for intact encapsulation paint | Once per year |
| 3rd floor bathroom wainscoting | 150 square ft. | Visual inspection of enclosure cement board and ceramic tile | Once per year |

Keep a copy of each yearly inspection with the O & M Plan. Both should be available to residents on request.

3. LBP contingency plan:

**Note: Significant failure of an abatement method requires re-evaluation by a licensed lead professional.**

LBP damage, minor:

1. Clean up paint dust and chips with a HEPA vacuum cleaner and wash surfaces to remove fine dust.

2. Evaluate cause of damage and take steps to prevent future damage such as: Adjust moving parts of doors, windows to eliminate binding and friction, install doorstops, kickplates or corner guards

1. Repaint damaged areas with appropriate primer and paint but avoid dry sanding or dry scraping

LBP disturbance during maintenance, renovation or repairs:

1. Follow Missouri Health Department and County Health Department requirements

2. Select LBP abatement method compatible with project such as:

1. Repaint LBP areas with appropriate encapsulant primer and paint and use no dry sanding or dry scraping or
2. Remove all LBP by approved LBP abatement methods or

c. Remove LBP component and replace with new

1. Minimize creation of paint dust and chips. Cleanup paint dust and chips with a HEPA vacuum cleaner and wash surfaces to remove fine dust.

**End:** Create Disclosure Statement if needed as Attachment 1. Use the applicable location tables from the O&M Plan.

**References:**

Missouri Department of Natural Resources publication 2157, *Asbestos Requirements for Demolition and Renovation Projects* <https://dnr.mo.gov/pubs/pub2157.htm>

*HUD Guidelines for the Evaluation and Control of Lead-based Paint Hazards in Housing* <https://www.hud.gov/program_offices/healthy_homes/lbp/hudguidelines>

Missouri Department of Health Lead Licensing Homepage <https://health.mo.gov/safety/leadlicensing/index.php>

Missouri Department of Natural Resources publication 2045, *Managing Construction and Demolition Wastes* <https://test.dnr.mo.gov/pubs/pub2045.htm>