INDIANA SCHOOL FOR THE BLIND AND VISUALLY IMPAIRED

Asbestos Recognition and Handling Policy

Policy O-18

This policy establishes guidelines for employees who must come in contact with and/or work in the vicinity of Asbestos Containing Materials (ACM) or Presumed Asbestos Containing Materials (PACM). In the absence of a Physical Plant Director (PPD), the Maintenance Supervisor shall assume oversight responsibilities originally assigned to the PPD. This includes: 1) ensuring compliance with all federal, state, and local laws concerning Asbestos Containing Materials; 2) developing the proper procedures for handling, storage, transportation, and disposal as set forth by federal, state, and local laws; and 3) training employees in these procedures. All employees involved with the handling, storage, transportation, or disposal of Asbestos Containing Materials will receive the initial "Worker Awareness Training" within 14 days after the date of hire and the comprehensive "Asbestos Operations and Maintenance Worker" two-day training course within thirty days of their employment, and yearly thereafter. This training will instruct the employee to recognize asbestos, to know the health effects associated with inhaling asbestos fibers, to having safe work practices for handling asbestos materials, and knowledge of federal, state, and local asbestos regulations.

The ISBVI Board directs the ISBVI Superintendent to ensure ISBVI staff, contractors', and volunteers' compliance with this policy consistent with statutory requirements by:

1) Developing ISBVI Administrative Directives and Procedures to implement the ISBVI Board Policy on Asbestos Recognition and Handling to a) serve as notice to staff and volunteers and b) clearly delineate and detail their responsibilities, expectations, and procedures to follow;

2) Providing ISBVI staff, contractors, and volunteers written notice and documentation of their awareness and receipt of these documents by obtaining their signatures;

3) Affording initial and periodic on-going training to ISBVI staff, contractors, and volunteers on the ISBVI Policy on Asbestos Recognition and Handling and accompanying ISBVI Administrative Directives and Procedures.

ISBVI Policy O-18
Revised: 8/25/25
Reviewed and Approved: 1/11/10, 10/21/13, 8/20/18, 5/17/21

ISBVI Superintendent: _____ _____
Date

ISBVI Board Chair: _____ _____
Date