Office Memorandum

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TO: All Employees (DISTRIBUTION VI)

FROM: Richard Wall, Public Safety Director & Chief of Police

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SUBJECT: ANNUAL NOTIFICATION OF THE PRESENCE OF ASBESTOS IN CALIFORNIA STATE UNIVERSITY, LOS ANGELES (CSULA) BUILDINGS

This notification is being provided pursuant to the requirements of the California Health and Safety Code, Section 25915. Asbestos surveys confirm the presence of asbestos-containing construction materials (ACM) in various CSULA buildings. For your information, a listing of suspected materials that may exist by building is attached to this memorandum (http://www.calstatela.edu/univ/ehs/docs/asbestos/listing_of_suspect_acm.pdf).

Assessments of buildings include bulk samplings and air-monitoring data collected utilizing the sampling and laboratory methods established by the National Institute for Occupational Safety and Health (NIOSH) and the Environmental Protection Agency (EPA). Any employee may request a review of these prior assessments and the specific monitoring data as well as the sampling procedures by contacting the Risk Management & EHS Office, Monday through Friday, 8:00 a.m. to 4:00 p.m., at extension 3-3531 or 3-3527. If an area has not yet been evaluated, an assessment will be initiated through the RM/EHS Office, as appropriate.

Asbestos-containing construction materials (ACM) pose no threat to your health as long as asbestos fibers remain undisturbed and do not become airborne. Therefore, it is important that proper work practices be followed to minimize the potential for disturbing ACM. Typically, ACM is found in the walls, floors, roofs, pipe insulation, fire resistant materials, boilers and ceiling insulation of a building (usually built prior to 1980). It is required that personnel not perform room modifications without first obtaining clearance from Facilities Services and/or the Risk Management & EHS Office. In addition, if you suspect that there is damaged ACM in your area or observe activities which pose a threat of disturbing ACM, contact the Risk Management & EHS Office at extension 3-3527. It is important to understand that only authorized personnel who have received proper training should engage in work, which potentially may disturb ACM.

If you have any questions, please contact the Risk Management & EHS Office at extension 3-3527 or 3-3531.