

X02.1 Manage Asbestos Hazards - 2: Asbestos action plan

Technical Document

WELL Building Standard™ version 2 (WELL v2™), Q1 2021 addenda



HOW TO USE THIS DOCUMENT:

This document is intended to serve as a guide on how to create a project **technical document to manage risks of human exposure to hazardous materials ubiquitously used in past construction practices.**

This document is meant to demonstrate an acceptable degree of detail for a documentation submission. The Feature cannot be demonstrated solely through a confirmation that the requirements have been or will be implemented. The level of detail is up to the discretion of the project team, but the documents must include specific details demonstrating that the actual requirements have been enacted in the project boundary.

This document and similar tools are intended to assist projects in their pursuit of WELL v2 but use of this document and/or similar tools are in no way a guarantee of achievement of any rating or designation, and no representation or warranty is made regarding the likelihood of achieving any rating or designation.

Note: The below document is based on the Q1 2021 addenda of the WELL Building Standard™ version 2 (WELL v2™). Project teams are required to implement the feature requirements from the addenda version assigned to their project or any more recent addenda version.

FEATURE PART REQUIREMENTS:

For All Spaces

If asbestos-containing materials (ACM) were found per X02.1 Manage Asbestos Hazards- 1: Asbestos Risk Assessment, an action plan that contains the following is implemented:

- a. Notification of any works to relevant authorities and persons living, working or transiting in the vicinity of the building or space.*
- b. Preventative measures against the formation and spread of asbestos fibers in the air during remedial work.*
- c. Measures taken for workers' protection during remediation activities, including but not limited to skin and respiratory protection.*
- d. If ACM are being removed, activities are carried out for proper handling of ACM waste, including: wetting of all removed ACM, care in transportation to prevent crumbling, sealing and leak-tight transportation, proper labeling and final disposal in locations allowed by applicable laws and permits.*
- e. Post-remediation clearance for occupancy confirmation by testing of fibers in air using phase contrast microscopy (PCM) or transmission electron microscopy (TEM) following standards referenced in applicable local laws or, if not available, NIOSH Manual of Analytical Methods (MNAM) Methods 7400 or 7402, GBZ/T192.5-2007, ISO 8672:2014, ISO 10312:2019 or ISO 13794:2019. The number of samples and sampling conditions must meet local regulations and/or conform to ISO 16000-7.*
- f. If any of the asbestos is managed by methods other than removal, the month and year of follow-up inspection to evaluate the structural integrity of the ACM must be stated and cannot exceed three years from the date of the last inspection.*

WELL Core Guidance:

Meet these requirements for the extent of developer buildout.



The below sample documentation is intended to provide guidance in creating a technical document for an asbestos action plan. It is not a template. You may note included components that are not required to demonstrate compliance with this Feature.

Example document for Feature X02.1, 2: Asbestos Action Plan a-f

The following example is for a new construction building project in Canada where laws banning asbestos have been enacted.

X02.1 Option 2 - Technical Document for [PROJECT NAME]

As stated in our X02.1 Option 1 Technical Document, [PROJECT NAME] is a new construction project in Canada, which banned the installation of asbestos in 1999. There is no asbestos within the building to remediate. The full law language can be found here: <https://laws-lois.justice.gc.ca/eng/regulations/SOR-2018-196/page-1.html#h-853064>.

The following example is for a new construction interiors project in an existing building in Canada. The base building was built after asbestos laws were enacted locally.

X02.1 Option 2 - Technical Document for [PROJECT NAME]

[PROJECT NAME] is a new construction interiors project in an existing building [EXISTING BUILDING NAME.] [EXISTING BUILDING NAME] was built in [Ex: 2005] after Canada banned the installation of asbestos in 1999. There is no asbestos within the project to remediate. The full law language can be found here: <https://laws-lois.justice.gc.ca/eng/regulations/SOR-2018-196/page-1.html#h-853064>.

The following example is for an existing building project in a location where asbestos can still be installed in buildings. The asbestos inspection was conducted and the report determined that the building contains zero asbestos.

X02.1 Option 2 - Technical Document for [PROJECT NAME]

There are no local laws regarding asbestos in buildings, so an asbestos risk assessment was conducted. The assessment report confirms that there is zero asbestos in the building (see attached report summary). No asbestos action plan is required.

The following example is for an existing office building project in a location where asbestos can still be installed in buildings and English is a second language. The asbestos inspection report determined that the building contains asbestos.

X02.1 Option 2 - Technical Document for [PROJECT NAME]

There are no local laws regarding asbestos in buildings, so an asbestos inspection was conducted. The report determined that there was asbestos in the building. The Asbestos Action Plan is attached and it is in Spanish. Below is a summary of the sections of the plan that address X02.1 a-f and page numbers where they can be located within the larger plan. The Asbestos Action Plan sections that relate to these parts have been translated into English and included in boxes in the margins of the report pdf.

Asbestos Action Plan Summary:

- a. **Notification of any works to relevant authorities and persons living, working or transiting in the vicinity of the building or space.**

Ex: After the asbestos inspection was completed, the local authorities [INSERT LOCAL AUTHORITIES' NAME] were notified of the presence of asbestos. Immediately afterwards, the building occupants were notified by email and by signage in the main lobby regarding the presence of asbestos as well as the plan to remediate it while the building was largely empty due to COVID-19 quarantine practices. The email included dates that certain areas of the building would be closed for remediation. For more details, see page [INSERT PAGE NUMBER] of the Asbestos Action Plan.

- b. Preventative measures against the formation and spread of asbestos fibers in the air during upcoming remedial work (for more details, see page [INSERT PAGE NUMBER] of the Asbestos Action Plan):**
- *Ex: Areas of the building where work will occur will be sealed off from the remainder of the building by plastic sheeting and doors where the jambs are taped to create a complete seal.*
 - *Ex: Building occupants have been notified that certain areas of the building will be closed while remedial work is going on. This will prevent the need for people to return to the space and potentially be exposed to fibers that they could potentially then take with them out of the space on their shoes, clothing and skin.*
 - *Ex: When necessary, negative pressure enclosure systems will be used to capture particles potentially released into the air by removal techniques. The systems will use HEPA filters.*
 - *Ex: HVAC ducts in areas where remedial work is happening that could release particles into the air will be sealed.*
 - *Ex: Standalone air filtration systems with HEPA filters will be installed in areas where remediation work is happening to filter out particles introduced into the air.*
- c. Measures taken for workers' protection during remediation activities, including but not limited to skin and respiratory protection (for more details, see page [INSERT PAGE NUMBER] of the Asbestos Action Plan):**
- *Ex: Workers will be required to wear protective clothing including: full-body coveralls, rubber boots, disposable gloves and protective eyewear.*
 - *Ex: Workers will each be required to wear half-face dual cartridge HEPA filter respirators during all remedial work. Filters will be replaced in conjunction with manufacturer requirements.*
 - *Ex: Equipment and tools will be washed before leaving the contaminated area.*
 - *Ex: Any workers that have had exposed skin must wash their skin before leaving the contaminated area.*
- d. If ACM are being removed, activities are carried out for proper handling of ACM waste, including: wetting of all removed ACM, care in transportation to prevent crumbling, sealing and leak-tight transportation, proper labeling and final disposal in locations allowed by applicable laws and permits.**
- *Ex: [PROJECT] has hired [ASBESTOS REMOVAL COMPANY] who specializes in asbestos waste disposal. Here are the protocols that they follow on each of their jobs:*
 - a. Asbestos waste is wetted before it is removed.*
 - b. Once it is removed it is immediately placed in plastic bags to prevent the opportunity for the waste to crumble.*
 - c. Plastic bags containing asbestos are then double-bagged and placed in sealed air-tight and leak-tight plastic waste containers with appropriate labeling that clearly designates that they contain hazardous asbestos.*
 - d. The company carts them to the closest location that accepts asbestos waste, [INSERT NAME OF DISPOSAL FACILITY, LOCATION].*
- e. Post-remediation clearance for occupancy confirmation by testing of fibers in air using phase contrast microscopy (PCM) or transmission electron microscopy (TEM) following standards referenced in applicable local laws or, if not available, NIOSH Manual of Analytical Methods (MNAM) Methods 7400 or 7402, GBZ/T192.5-2007, ISO 8672:2014, ISO 10312:2019 or ISO 13794:2019. The number of samples and sampling conditions must meet local regulations and/or conform to ISO 16000-7.**
- *Ex: Once remediation has concluded, the original asbestos inspector [INSERT NAME] will return and re-inspect the space using phase contrast microscopy (PCM) following NIOSH Manual of Analytical Methods (MNAM) Methods 7400. If no asbestos is detected, the inspector will sign-off that the space is asbestos-free. If the inspector detects asbestos, a new contractor will be hired to complete the remaining asbestos remediation.*
- f. If any of the asbestos is managed by methods other than removal, the month and year of follow-up inspection to evaluate the structural integrity of the ACM must be stated and cannot exceed three years from the date of the last inspection.**
- *Ex: Asbestos was fully removed, please see confirmation on page [INSERT PAGE] of the remediation report. No follow-up inspection is needed.*
 - *Ex: Asbestos in the floors on the 5th floor was encapsulated instead of remediated. The asbestos inspector [INSERT NAME] who conducted the original inspection will return on [DATE – MONTH AND YEAR], three years after the original inspection to re-evaluate the structural integrity of the encapsulation.*

TIPS FOR MULTIPLE LOCATIONS

- Organizations participating in WELL Portfolio or the multiple projects pathway can submit a Guideline for this feature part, as well as a technical document for each audited project. This Guideline must outline the feature requirements, at minimum, and it can be shared across multiple projects as a means to provide guidance for compliance. A subset of audited projects must also each submit their own technical document that demonstrates compliance with the feature requirements.