



Parks
Canada

Parcs
Canada



Parks Canada Asbestos Management Standard

January 2014



Contents

1	CONTEXT	4
2	PURPOSE	4
3	SCOPE.....	4
4	EXPECTED RESULTS	4
5	RELATED AUTHORITIES.....	5
6	DEFINITIONS.....	5
7	ROLES AND RESPONSIBILITIES	6
7.1	Chief, Environmental Management and Security	6
7.2	Director, Asset Management Services	6
7.3	Manager, Occupational Health and Safety and Disability Management Program (Human Resources).....	6
7.4	Manager of Cultural Resource Conservation (Heritage Conservation and Commemoration Directorate).....	7
7.5	Asset Managers	7
8	REQUIREMENTS	7
9	MONITORING AND REVIEW	9



NAME: Parks Canada Asbestos Management Standard

APPROVAL DATE: January 14, 2014

EFFECTIVE DATE: January 14, 2014 (six month implementation grace period)

CONTACT: Environmental Management, Strategy & Plans

Alexandre Ferland, Chief, Environmental Management and Security 819-420-9111 alexandre.ferland@pc.gc.ca	Jean-Claude Prévost Environmental Program Advisor, Environmental Management 514-240-6071 jean-claude.prevast@pc.gc.ca
--	---

Parks Canada Intranet Site: <http://intranet2/our-work/environmental-and-fleet-management/environmental-management/asbestos-amiante/>

RESCINDED DOCUMENT: Interim Guidance on the Evaluation and Control of Asbestos Containing Materials (2010)

REVIEW: This standard will be reviewed on a five year basis and updated/revised as necessary.

AMENDMENTS:

CHANGE / RATIONALE	DATE	APPROVAL

Original signed by George Green on January 14, 2014

George Green
Chief Administrative Officer

Date



1 CONTEXT

Parks Canada administers over 4,500 buildings across the country, including heritage buildings, offices, visitor centres, operation centres, campground facilities, maintenance facilities, housing, kiosks and storage shelters. Asbestos may be found in these buildings, primarily as a component of another building material (e.g. insulating pipe wrap, ceiling tiles, vinyl flooring). The management of hazardous materials (including asbestos) is required in order to comply with *Part II of the Canada Labour Code* and provincial legislation governing the safe work environment for employees, public and contractors visiting or working in buildings containing asbestos.

2 PURPOSE

This standard provides Parks Canada managers with direction and guidance for the management of asbestos and asbestos containing materials (ACMs), in order to ensure a safe work environment. Further management details, procedures and work practices are provided in the [Parks Canada Asbestos Management Guide](#).

3 SCOPE

This standard applies to all contemporary and heritage buildings and facilities managed by Parks Canada, including staff housing.

This standard does not apply to buildings occupied by Parks Canada but which are managed by Public Works and Government Services Canada (e.g. National Office, etc.). In those cases, Public Works and Government Services Canada is responsible for the management of asbestos containing materials. However, Parks Canada may play a secondary operational role in the management of those materials, including informing staff of potential health risks.

4 EXPECTED RESULTS

- Increased staff awareness and understanding of workplace risks related to ACMs, including where known ACMs are present.
- Trades staff, asset managers and project managers are trained to safely work around ACMs when necessary and have the ability to contract the removal or protection of ACMs to prevent accidental exposure.
- The ability to strategically plan and manage the mitigation of risks resulting from ACMs being present on the worksite, including identification and inventory of ACMs present at Parks Canada facilities.



- An eventual overall decrease in ACM's present at Parks Canada locations, with no new ACM's entering the inventory of Parks Canada managed facilities and buildings, and existing ACM's being removed whenever it's proven to be the most cost effective way to manage risk and ensure the health and safety of staff, and at the same time taking into consideration the heritage values of a building.

5 RELATED AUTHORITIES

- Canada Labour Code:
 - [*Part II Occupational Health and Safety*](#)
- Canadian Occupational Health and Safety Regulations:
 - [*Part X of the COHSR, Hazardous Substances*](#)
- [Hazardous Products Act](#)
- [Transportation of Dangerous Goods Act \(1992\)](#)
- Consolidated Transportation of Dangerous Goods Regulations (*including Amendment SOR/2011-239*)
- [Canadian Environmental Protection Act \(1999\)](#)
- [Parks Canada Agency- Occupational Health and Safety policies](#)
- Treasury Board Publications:
 - *Occupational Health Evaluation Standard*;
 - *Procedures for occupational exposure to asbestos*;
 - [Canadian National Master Specifications](#), Sections 13280, 13281 and 13282.
- Applicable Provincial and Territorial Legislation and Regulations

6 DEFINITIONS

Asbestos: Naturally-occurring mineral silicates which are capable of being separated into fibres. Asbestos comes from the Greek word indestructible. (*Amiante*)

Asbestos-containing material (ACM): A material found to contain asbestos at or above the concentration limit for an asbestos containing material as determined by standardized methods and as regulated by provinces and territories. (*Matériau contenant de l'amiante (MCA)*)

Friable asbestos: asbestos-containing material that, when dry, can be crumbled, pulverized or powdered by hand pressure. This definition also includes dust or debris arising from non-friable materials that are, or will become, crumbled, pulverized or powdered, i.e., asbestos-containing plaster disturbed by demolition. Friable asbestos-suspect products include: Sprayed asbestos products, (fireproofing, thermal insulation, acoustic insulation or decorative products), applied in 1974 or earlier; Acoustic or texture plaster applied in 1990 or earlier; Mechanical insulation installed in 1983 or earlier, (jacketed or not); Compressed mineral fibre ceiling tiles installed in 1983 or earlier. (*Amiante friable*)



Type 1 and Type 2 asbestos work: Small scale operations on asbestos-containing material that may generate limited airborne asbestos fibres. Type 1 work is often referred to as «low risk» and type 2 work as «moderate risk». (*Travaux relatifs à l'amiante de type 1 et de type 2*)

Type 3 asbestos work: Large scale operations on asbestos-containing material that may generate significant airborne asbestos fibres. Type 3 work is often referred to as «high risk». (*Travaux relatifs à l'amiante de type 3*)

7 ROLES AND RESPONSIBILITIES

7.1 Chief, Environmental Management and Security

- 1) Develop, maintain and communicate policy instruments, best practices, tools and asbestos management strategies that are consistent with Government of Canada direction, the Canada Labour Code, and provincial/territorial standards and regulations.
- 2) Provide functional leadership for the management of ACM's.
- 3) Identify and distribute information pertaining to necessary training tools and programs, in collaboration with the asset management and occupational health and safety communities.
- 4) Liaison with central agencies, other government departments and industry.
- 5) Monitor and report on compliance and performance as well as develop and communicate Agency reports.

7.2 Director, Asset Management Services

- 1) Provide engineering and technical functional leadership and support to field units, develop and coordinate common field unit approaches.
- 2) In collaboration with the Chief of Environmental Management and Security, work with field units to develop strategies and work plans to implement the Parks Canada Asbestos Management Standard.
- 3) In collaboration with the Chief of Environmental Management and Security, monitor compliance of implementation of the Parks Canada Asbestos Management Standard.

7.3 Manager, Occupational Health and Safety and Disability Management Program (Human Resources)

- 1) Provide direction and guidance on matters of occupational health and safety, as well as establish and maintain required training and hazardous occurrence record keeping systems.
- 2) In collaboration with the Chief of Environmental Management and Security, monitor compliance of implementation of the Parks Canada Asbestos Management Standard.



7.4 Manager of Cultural Resource Conservation (Heritage Conservation and Commemoration Directorate)

- 1) Provide direction and guidance on the management of heritage buildings that contain or may contain ACM.

7.5 Asset Managers

- 1) Ensure that the procedures and practices for asbestos management (Asbestos Management Guide) are fully implemented within their area of responsibility.
- 2) Notify, in writing, Work Place Health and Safety Committees and Health and Safety Representatives, employees and contractors of the existence of ACM, and providing updates on conditions as modifications or changes are made.
- 3) Respond to specific workplace complaints related to asbestos.
- 4) Maintain and update the inventory of known ACMs within the Field Unit.
- 5) In coordination with other field unit managers, arrange for appropriate training sessions.

Note: The term “Asset Manager” may also apply to Townsite and Project Managers as appropriate.

8 REQUIREMENTS

8.1 Asbestos Management Guide: Parks Canada will develop and maintain an Asbestos Management Guide. This document will set out recommended procedures and practices to be followed in the management of ACMs. The Guide will provide detailed, technical, and operational direction in accordance with the requirements of this Standard while allowing consideration of the specific in-situ and operational circumstances.

8.2 Inventory: An inventory of known ACM locations will be maintained at the field unit level. Copies of this information, including (re)assessment reports, will be kept in a location or manner that is accessible to local staff.

8.3 New ACMs: ACMs will not be added or incorporated into any new or existing buildings or facilities.

8.4 Third Party Contractors: Qualifications and standards working with ACM's vary for each province/territory. When hiring a contractor to work with ACM's (including survey, testing, removal, etc.), Parks Canada will require that the contractor demonstrates that they meet the applicable provincial/territorial requirements and accreditations (including disposal plans), and that they certify that they meet those requirements and assume related liability for the contracted work. *Note: Contractors must also complete and sign the [“Attestation and Proof of Compliance with Occupational Health and Safety \(OHS\)”](#)*



Contractors will be provided with, and be required to adhere to, all existing documentation (inventory information, surveys, test results, etc.), and all applicable Parks Canada directives and policies.

8.5 Demolition/Renovations: For planned demolition of building materials installed prior to December 1990, testing for asbestos will be undertaken unless previous comprehensive testing of the building materials has already been undertaken. Where the installation date is not definitively known, a complete assessment of the areas involved will be undertaken prior to any site work.

***Note - Heritage Buildings:** Where removal of ACMs may adversely affect the heritage value or commemorative integrity of the building, and there is no active threat to staff or visitor health, a building/project-specific asbestos management plan may be developed which may include leaving the ACMs undisturbed, in place, and/or other mitigation strategies which address potential risk. Where the ACMs present an active health risk, Asset Managers will develop a specific plan in consultation with the Heritage Conservation and Commemoration Directorate.*

8.6 Removal and Disposal of ACMs: Parks Canada staff will not be directly involved in the large scale physical removal and disposal of ACMs. Third party contractors will be used for all type 3 asbestos removal work. Parks Canada staff will only be involved in the removal and disposal of ACMs to address small scale operations and emergency repairs (i.e. plumbing leak) defined as type 1 or type 2 asbestos work.

8.7 Ongoing disturbance or deterioration: If continuing disturbance or severe deterioration of friable or non-friable asbestos is indicated, the material will be removed.

8.8 Identification of ACMs: Provincially regulated limits (see *Appendix C in the Asbestos Management Guide*) will be adopted when confirming whether or not there is enough asbestos present to consider a material as an ACM.

8.9 Training: Two levels of training will be offered («Awareness» and «Management and Handling») depending on staff member activities and responsibilities in relation to asbestos (see *Section 10 of the Parks Canada Asbestos Management Guide*). Training records will be maintained as part of employees' personnel files.

8.10 Incident/Accident Reporting: In the case of potential exposure to asbestos fibres by a Parks Canada staff member, the staff member will report the incident without delay to their immediate supervisor who will take steps to prevent a recurrence by following Policy and Procedures on Hazardous Occurrence Reporting and Recording. According to the Canada Occupational Health and Safety Regulations, Parks Canada must retain all incident and accident reports involving hazardous substances for a period of thirty (30) years.



Terms of Reference for third party contractors will include the requirement that contractors will report any incidents involving their staff to the Parks Canada manager responsible for the contract, including their actions in response to the incident and to prevent re-occurrence.

9 MONITORING AND REVIEW

The Chief, Environmental Management and Security, in collaboration with the Director, Asset Management Services and the Manager, Occupational Health and Safety and Disability management Program (Human Resources), will monitor the application of this standard using existing systems, procedures, and practices for the management of Parks Canada assets and facilities.

The Office of Internal Audit and Evaluation may periodically conduct audits or evaluations as deemed appropriate.