

**COMPLETING THE ASBESTOS NESHAP "NOTIFICATION OF DEMOLITION AND RENOVATION" FORM \*\***

**INSTRUCTIONS (Sections I. – XVIII. correspond to the same sections in the Notification Form]**

**I. Type of Notification:** Enter "O" if the notification is a first-time or original notification, "R" if the notification is a revision of a prior notification, or "C" if the operation has been cancelled.

**II. Facility Information:** Enter the names, addresses, contact persons and telephone numbers of the following: OWNER: Legal owner of the site at which asbestos-containing material (ACM) is being removed or demolition planned. REMOVAL CONTRACTOR: Contractor hired to remove asbestos. OTHER OPERATOR: Demolition contractor, general contractor, or any other person who leases, operates, controls or supervises the site.

**III. Type of Operation:** Enter "D" for facility demolition, "R" for facility renovation, "O" for ordered demolitions, or "E" for emergency renovations.

**IV. Is Asbestos Present?** Answer "Yes" or "No" regardless of the amount or type of asbestos.

**V. Facility Description:** Provide detailed information on the areas being renovated or demolished. If applicable, provide building name and the floor numbers and room numbers where the operation is to be conducted. Site Location: Provide information needed to locate site in the event that the address alone is inadequate. Building Size: Provide in square meters or square feet. No. of Floors: Enter the number of floor including basement and ground level floors. Age in Years: Enter approximate age of the facility. Present Use/Prior Use: Describe the primary present and prior uses of the facility or enter the following codes: H - Hospital; S - School; P - Public Building; O - Office; I - Industrial; U - University or College; B - Ship; C - Commercial; or R - Residence.

**VI. Asbestos Detection Procedure:** Describe the methods and procedures used to determine whether ACM is present at the site, including a description of any analytical methods employed.

**VII. Approximate Amount of Asbestos Including:** (1) Regulated ACM to be removed (including friable asbestos material, Category I nonfriable ACM that has become friable, Category I nonfriable ACM that will be or has been subjected to sanding, grinding, cutting, or abrading, or Category II nonfriable ACM that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on it in the course of the regulated demolition or renovation operation"); (2) Category I ACM not removed; and (3) Category II ACM not removed. For both renovations and demolitions, enter the amount of RACM to be removed by entering a number in the appropriate box and an "X" for the unit of measurement. For demolitions only, enter the amount of Category I and II nonfriable asbestos not to be removed in the appropriate boxes. Category I nonfriable material includes packing, gaskets, resilient floor covering and asphalt roofing materials containing more than one percent asbestos. Category II nonfriable material includes any material, excluding Category I products, containing more than one percent asbestos, that when dry, cannot be crumbled, pulverized or reduced to powder.

**VIII. Scheduled Dates of Asbestos Removal (MM/DD/YY):** Enter scheduled start and completion dates (month/day/year) for asbestos removal work. Asbestos removal work includes asbestos stripping or

removal or any other activity, including site preparation, which may break up, dislodge or similarly disturb asbestos material.

**IX. Scheduled Dates of Demolition / Renovation (MM/DD/YY):** Enter scheduled start and completion dates (month/day/year) for the demolition and/or renovation operation.

**X. Description of Planned Demolition or Renovation Work, and Method(s) to be Used:** Include in this description the demolition and renovation techniques to be used and a description of the areas of the facility and types of facility components which will be affected by this work.

**XI. Description of Engineering Controls and Work Practices to be Used to Control Emissions of Asbestos at the Demolition and Renovation Site:** Describe the work practices and engineering controls selected to ensure compliance with the requirements of the regulations, including for both asbestos removal and waste-handling emission control procedures.

**XII. Waste Transporter(s):** Enter the names, addresses, contact persons and telephone numbers of the persons or companies responsible for transporting asbestos-containing waste material (ACWM) from the removal site to the waste disposal site. If the removal contractor or owner is the waste transporter, state "same as owner" or "same as removal contractor."

**XIII. Waste Disposal Site:** Identify the waste disposal site, including the complete name, location and telephone number of the facility.

**XIV. If Demolition is Ordered by a Government Agency, Please Identify the Agency below:** Provide the name of the responsible official, title and agency, authority under which the order was issued, the date of the order and the date the demolition was ordered to begin.

**XV. Emergency Renovation Information:** Provide the date and time of the emergency, a description of the sudden unexpected event and an explanation of how the event caused unsafe conditions or would cause equipment damage or an unreasonable financial burden. This information should be detailed enough to evaluate whether a renovation falls within the Asbestos NESHAP definition of an emergency renovation operation.

**XVI. Description of Procedures to be Followed in the Event that Unexpected Asbestos is Found or Previously Nonfriable Asbestos Material Becomes Crumbled, Pulverized or Reduced to Power:** Provide adequate information to demonstrate that appropriate actions have been considered and can be implemented to control asbestos emissions adequately, including at a minimum, conformance with applicable work practice standards.

**XVII Certification of Presence of Trained Supervisor:** One year after promulgation of the applicable regulation, the notifier must certify that a person trained in asbestos-removal procedures will supervise the demolition or renovation. The supervisor is responsible for the activity on-site. Evidence that the training has been completed by the supervisor must be available for inspection during normal business hours.

**XVIII. Verification:** Please certify the accuracy and completeness of the information provided by signing and dating the notification form.

***Once the form is filled-out and signed:***

Mail original to:

Demo/Reno Notifications

U.S. EPA, Region 1

5 Post Office Square, Suite 100 (Mail Code 05-4)

Boston, MA 02109-3912

**\*\* DISCLAIMER:** This document does not (and is not intended to) impose legally binding requirements but provides guidance to interested parties, including those potentially subject to or impacted by the Asbestos NESHAP demolition and renovation requirements at 40 C.F.R. Part 61, Subpart M. This document does not substitute for the requirements of the Asbestos NESHAP regulations or the Clean Air Act, 42 U.S.C. § 7401 *et seq.*, and EPA retains the discretion to adopt case-by-case approaches regarding particular facilities and entities based on its statutory and regulatory authority. This document is not intended, nor can it be relied upon, to create any rights enforceable by any party in litigation with the United States.

For more information:

**Asbestos NESHAP (summary, history, resources, and compliance)** at <https://www.epa.gov/stationary-sources-air-pollution/asbestos-national-emission-standards-hazardous-air-pollutants#rule-summary>