

ASBESTOS OPERATIONS AND MAINTENANCE PROGRAM REPORT

**PAMIDA STORE #37
2702 CENTRAL AVENUE
ESTHERVILLE, IA**

Prepared for:

**SHOPKO STORES, INC.
700 PILGRIM WAY
GREEN BAY, WI 54304**

September 2005

Prepared by:

Liesch Companies

Minneapolis, MN • Madison, WI • Scottsdale, AZ



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PREPARED FOR:

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PREPARED BY:

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**September 1, 2005
Project No. 6201206.00**

**This report was prepared by me
Or under my direct supervision.**



**Mike Willey
Project Manager**

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1.0 INTRODUCTION

The purpose of this Operations and Maintenance Program (O&M Program) is to reduce the potential for exposure to airborne asbestos fibers at Pamida Store #37, located at 2702 Central Avenue, Estherville, Iowa (the Property). It is the goal of the O&M Program to ensure the following:

- Asbestos containing materials (ACM - a material which contains greater than one percent by visual estimation) or presumed asbestos-containing materials (PACM) remain intact and are not disturbed.
- Employees working near ACM are informed of its presence and any special precautions that need to be taken.
- An initial and on-going assessment of the condition of all ACM in the building is maintained (surveillance program).
- Maintenance employees are properly trained in the appropriate safety and emergency response procedures.
- A program is provided for outside contractors coming into the building that might come in contact with the ACM.
- A program is provided to properly handle, repair or remove ACM, as necessary.

This O&M Program was developed by Liesch Associates, Inc. (Liesch) in accordance with U.S. Occupational Safety and Health Administration (OSHA) 29 CFR 1926.1101 Asbestos in Construction, and U.S. Environmental Protection Agency (EPA) 40 CFR Part 61 Subpart M (NESHAP).

The Asbestos Program Manager for this program is the store maintenance supervisor. The coordinator should be contacted regarding on-site asbestos concerns.

2.0 ASBESTOS ASSESSMENT

Before an asbestos Operations and Management (O&M) program can begin, the type, locations and condition of ACM to be controlled by the program must be determined. This can be accomplished by either having an asbestos inspection performed, or by presuming that all suspect building materials are asbestos-containing. Unless an inspection is performed and building materials are determined not to contain asbestos, OSHA requires that all thermal system insulation, sprayed or troweled on surfacing materials, and resilient flooring material installed no later than 1980 be presumed to contain asbestos. In addition, OSHA requires that materials known to contain asbestos, or that should have been known by exercise of due diligence, also be identified. The Asbestos School Hazard Abatement Reauthorization Act (ASHARA) requires that all inspections of commercial and industrial buildings be performed by an EPA-accredited asbestos inspector.

The first step in the initiation of an asbestos O&M program is the preparation of an inventory of ACM or presumed asbestos-containing materials (PACM). During the course of the asbestos O&M program, a great deal of detail concerning the location and condition of these materials will be generated as work is performed. This information should be integrated in the ACM inventory. As ACM is removed the inventory should be updated. This will prevent the unnecessary expense of applying controls to non-ACM.

Site-specific information contained in this O&M Program is based on inspection data and/or presumptions regarding known and suspect asbestos containing materials. A copy of available asbestos analytical data is included in **Appendix A**.

Refer to the asbestos reports in **Appendix A** of this O&M Program for information on the locations, estimated quantity, and assessed condition of ACM identified during the Survey.

3.0 NOTIFICATION REQUIREMENTS

Maintenance personnel, building occupants and outside contractors that work in or adjacent to areas where ACM is present, or may disturb ACM, shall be notified of the presence of these materials. These personnel need to know the locations of the ACM, how and why to avoid disturbing them, and what precautions will be taken to protect their health and safety. Affected building personnel and outside contractors must understand the following:

- The Asbestos Program Manager is the building maintenance supervisor and should be contacted regarding issues involving asbestos.
- Damage to any ACM may cause a fiber release, possibly exposing personnel to asbestos.
- The O&M Work Practices outlined in **Section 6.0** of this Revised O&M Program.
- The Asbestos Program Manager needs to be notified if any ACM will be, or has been, disturbed.

A verbal notice from the Asbestos Program Manager, containing the above information, shall be given to affected personnel. Once the information has been provided, affected personnel will sign-off documenting they have received and understand the information.

The Asbestos Program Manager is responsible for ensuring the information is given and understood by all affected personnel. Newly hired personnel affected by this program should be provided with necessary information as part of their orientation.

Outside contractors working in, or adjacent to, areas where the ACM is located shall be notified of the presence of the ACM, the contents of the Revised O&M Program, and the importance of not damaging this material.

Refer to **Appendix B** for Sample Form F-2 “Contractor Notification” and **Appendix C** for sample Form F-6 “Sample Notice Letter”.

4.0 SURVEILLANCE PROGRAM

A visual examination of ACM should be conducted at regular intervals as part of the O&M Program. This surveillance is performed to ensure that any damage or deterioration of the material is detected and corrective action is undertaken.

4.1 Periodic Visual ACM Surveillance

A listing of identified ACM, the locations and quantities of ACM identified throughout the building is include in **Section 2.0, pages 3 and 4.**

A semi-annual visual walk-through (Surveillance) shall be conducted in these areas by the Asbestos Program Manager or designated representative. The schedule may be adjusted if the ACM condition or quantity changes. During the Surveillance, any damage to the ACM shall be noted, so repair or removal can then be completed to maintain the ACM in a not damaged condition. The date of the Surveillance and any observation such as change in condition shall be noted and filed with the O&M Program records.

The person performing the Surveillance shall perform the following:

- Inspect all known and suspect ACM in the building.
- Record the date of the Surveillance, any changes in the condition of the ACM and any response actions taken; and,
- Report to the Asbestos Program Manager any damaged ACM in need of repair or replacement if the Surveillance is completed by a designated representative.

Refer to **Appendix D** for Sample Form F-5 “Re-Surveillance of Asbestos-Containing Materials”.

4.2 Fiber Release

As long as ACM remains in the building, a fiber release episode is possible. Maintenance workers should report to the Asbestos Program Manager the presence of debris on the floor, water or physical damage to the ACM, or any other evidence of damage to the ACM that could result in possible fiber release.

Fiber release episodes can also occur during maintenance or renovation projects. The Asbestos Program Manager should call an abatement contractor or assign a suitably trained in-house team to clean up debris and make repairs as soon as possible. If an outside contractor is to be used, a company should be selected and retained by contract for quick response action as needed.

Refer to **Appendix E** for Sample Form F-4 "Fiber Release Report".

5.0 CONTROLS

The following is a system to control all work done in-house or by outside contractors that could, or will, disturb ACM. Through the O&M Program, a chain of command/events has been established to inform the Asbestos Program Manager of the different activities that will be undertaken. The Asbestos Program Manager will review the plans to ensure that all necessary precautions are being taken so ACM is not disturbed or removed prior to the start of activities.

5.1 Daily Control Measures

If present, the following measures should be taken for the listed materials.

The building may contain materials that are considered friable or Category I or II ACM. Under normal conditions and when these materials are in a not damaged condition they present a minimal potential hazard, however they should never be cut, drilled, or otherwise abraded. If the material is likely to be disturbed for any reason, the Asbestos Program Manager should be notified and will provide further direction to ensure any/all activities comply with state and federal regulations, which may include corrective measures.

Any damage or deterioration of ACM that occurs between surveillance activities shall be reported to the Asbestos Program Manager immediately for proper and prompt response. All asbestos-containing debris shall be cleaned up by trained personnel.

Refer to **Section 6.0** for O&M Work Practices for the ACM.

5.2 Renovation/Demolition

Prior to any renovation or demolition, the Asbestos Program Manager shall review the plans to ensure that no ACM will be disturbed. If it is determined that ACM will be affected and needs to be removed, the Asbestos Program Manager will be responsible for ensuring the ACM is properly removed prior to renovation or demolition activities.

Refer to **Appendix F** for Sample Form F-3 “Work Permit for Maintenance/Renovation Operations”.

5.3 Outside Contractors

Prior to an outside contractor doing any work at the building that may or will disturb identified ACM, information regarding asbestos shall be given to the foreman/supervisor of the contractor, including a sign-off sheet stating they have read and understand the information. If an outside contractor must come into direct contact with, or need to disturb, the ACM in any way, he/she shall comply with the following requirements:

- The Asbestos Program Manager shall inform the contractor of the presence of ACM in or near the work area. Refer to **Appendix B** for Sample Form F-2 “Contractor Notification”.
- The outside contractor shall inform the Asbestos Program Manager of the location of ACM which may, or will, be disturbed, so the ACM may be properly removed and work can proceed. No unauthorized contractor shall disturb any ACM in the building. The Asbestos Program Manager will be responsible for retaining a licensed abatement contractor.
- If the outside contractor is working directly around, or may disturb, the ACM, it is the responsibility of the outside contractor to provide the appropriate asbestos-awareness training and all necessary personal protective equipment to all their employees working with or around ACM. The outside contractor shall provide all appropriate documentation to the Asbestos Program Manager.
- Any damage or debris shall be reported immediately to the Asbestos Program Manager, so it can be cleaned up by trained personnel.

5.4 Labeling

Warning signs and labels serve as a final line of defense to prevent uninformed or unprotected individuals from disturbing the ACM, or entering areas where repair or renovation activities involving ACM are underway. Labeling shall be done in accordance with the requirements of 29 CFR 1910.1200 (f) of OSHA's hazard Communication Standard.

- As required by OSHA, warning signs shall be posted at the entrance to mechanical rooms/areas which contain ACM. The signs shall bear the following information:

DANGER
ASBESTOS
CANCER AND LUNG
DISEASE HAZARD
AUTHORIZED PERSONNEL
ONLY

- Warning labels shall be attached immediately adjacent to any ACM located in routine maintenance areas (such as furnace rooms). The labels should be prominently displayed in readily visible locations and are to remain posted until the ACM that is labeled has been removed. The labels shall contain the following information:

DANGER
CONTAINS ASBESTOS FIBERS
AVOID CREATING DUST
CANCER AND LUNG
DISEASE HAZARD

- By OSHA rule, signs may be posted at the entrance in lieu of labels so long as they contain the information required for labeling.
- Ensure that employees who come in contact with these signs or labels can comprehend them.

6.0 O&M WORK PRACTICES

Maintenance and custodial personnel may perform “Class IV Asbestos Work”. OSHA regulations define Class IV Asbestos Work as maintenance and custodial activities during which employees contact ACM or presumed ACMs, and activities to clean up waste and debris containing ACM or presumed ACM. The above assumes that proper training for Class IV Asbestos Work has been received by the maintenance and custodial staff. Refer to **Section 8.0 Training** for training requirements.

A licensed contractor, as arranged by the Asbestos Program Manager will perform all other asbestos-related work. A list of state certified contractors has been provided as **Appendix H**. The state certified list of contractors was obtained directly from Iowa’s Work Force, Division of Labor, Asbestos Licensing Department on August 17, 2005. Please note the attached listing is subject to continual change as revisions occur.

O&M Work Practices for activities in areas containing ACM include the following:

- Clean-up and disposal of wastes and debris contaminated with asbestos shall be performed promptly.
- The cutting, drilling, breaking, sanding, or abrading of ACM is prohibited.
- Vacuum clean-up of debris containing ACM is prohibited by OSHA, unless the vacuum is equipped with HEPA filtration.
- Except for vacuuming using a HEPA-filtered vacuum, all handling of asbestos debris shall use wet methods to minimize employee exposures.
- Dry sweeping of debris containing ACM is prohibited by OSHA.
- Any damaged ACM shall be reported to the Asbestos Program Manager for cleanup.

Refer to **Appendix G** for Sample Form F-1 “A Guide to Reducing Asbestos Exposure”.

7.0 RECORD KEEPING

OSHA and the EPA have specific requirements for workers potentially exposed to airborne asbestos fibers. A file shall be maintained at the store location with a copy to the Asbestos Program Manager. All documents containing information pertaining to training, surveillance, renovations, air monitoring results, repairs, release episodes, removal, or other events where exposure to airborne asbestos fibers may have occurred, shall be maintained in the file for at least 30 years.

The file information shall include, but is not limited to, the following information, to be filed in chronological order:

- Sign-off information forms for workers and outside contractors;
- Documentation of sampling suspect ACM and analytical results;
- Surveillance walk-through forms;
- Air monitoring results;
- Documentation of any damaged ACM and cleanup action;
- Documentation of emergency maintenance work;
- Documentation of removal projects.

The following documentation needs to be retained **if employees engage in asbestos-related work**:

- Medical records for each employee subject to the medical surveillance program must be maintained for the duration of their employment plus 30 years.
- Personnel air sampling records, for at least 30 years.
- Employee training records for one year beyond the last date of each worker's employment.

8.0 TRAINING

There are three levels of training beyond the required notification of workers. The appropriate training shall be provided to the Asbestos Program Manager and the maintenance staff based on their potential interaction with ACM in the course of their jobs.

The maintenance staff maintaining areas where ACM is present, will require asbestos awareness training (Level 1). This training will enable these employees to identify potential problem areas and to clean up asbestos-containing debris (Class IV Asbestos Work). Removal of ACM shall be conducted by an asbestos abatement contractor or personnel with the proper training. Any changes in the worker's involvement with ACM shall be reflected in their training. The following are short descriptions of the three levels of training:

Level 1: Awareness Training

Awareness training is given to maintenance workers involved in cleaning and simple maintenance tasks where ACM may be accidentally contacted. Training time ranges from a minimum of two to eight hours, can be done in-house, and may include such topics as:

- Background information on asbestos;
- Health effects of asbestos;
- Worker protection programs;
- Locations of ACM in the building;
- Recognition of ACM damage and deterioration;
- The Revised O&M Program for the building;
- Proper response to fiber release episodes.

Level 2: Special O&M Training

Special O&M Training is given to maintenance workers in general maintenance work involving ACM and asbestos material repair or small removal tasks. Training requires at least 16 hours. This level of training usually involves more detailed discussions of the topics included in Level 1 training, as well as the following:

- Federal and State regulations;
- Proper asbestos-related work practices;
- Proper handling of ACM and waste;
- Respirator use, care and fit-testing;

- Hands-on exercises for techniques, such as glovebag work and HEPA vacuum use and maintenance;
- Appropriate worker-decontamination procedures.

The Asbestos Program Manager should have a minimum of Level 2 training.

Level 3: Abatement Worker Training

Abatement worker training is given to workers who will conduct asbestos abatement. Asbestos abatement involves intentional contact with ACM and the removal of ACM beyond shall scale/short duration projects. Workers must go through an approved training course and be licensed by the state regulating authority.

9.0 WORKER PROTECTION

Medical and respiratory protection programs shall be designed and used if the store or contractor personnel are to disturb ACM or if they will be used for small scale/short duration projects. At this time, all contact with ACM shall be conducted by outside, licensed asbestos-abatement contractors.

The following are programs that would need to be implemented should policies change regarding ACM management.

Respiratory Protection/Worker Protection Programs

A respiratory program is necessary when an O&M procedure requires the worker to wear a respirator. Respirators shall be used by workers who are exposed to fiber levels at or above OSHA's Permissible Exposure Limit. OSHA also requires workers to wear special protective clothing, such as Tyvek suits, under specific circumstances. The requirements of the program are described in the OSHA asbestos and respirator standard, 29 CFR 1926.1101 and 1910.134 (b), (d), (e) and (f).

Medical Surveillance Program

Medical examination is required by OSHA for any employee exposed to fiber levels at or above the eight-hour time-weighted-average (TWA) Permissible Exposure Limit of 0.1 fibers per cubic centimeter of air (f/cc) or the excursion limit of 1.0 f/cc over a 30-minute sampling period, for at least 30 days per year, or for any employee required to wear an air-purifying respirator. Pre-placement and annual exams are required for these employees. In addition to assisting with prevention and early detection of disease, these exams help to determine whether the worker will be unduly stressed or uncomfortable when using a respirator.

A medical exam shall be scheduled by the Asbestos Program Manager prior to assigning an employee to use respiratory protection, and annually thereafter. Exams shall comply with the requirements detailed in OSHA asbestos standard 29 CFR 1926.1101. The physician shall issue a written statement regarding the employee's fitness to wear respiratory protection.

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APPENDIX A

**NO ASBESTOS SURVEY DATA
IS AVAILABLE FOR THIS STORE**

APPENDIX B

FORM F-2: CONTRACTOR NOTIFICATION
(Please read carefully and acknowledge by signing)

Company: _____

Address: _____

Work Site: _____

Asbestos Program Manager: _____

I have been authorized by the above Asbestos Program Manager to enter the asbestos work area.

I understand and fully agree to the following conditions:

1. I am aware that I may come in contact with the following asbestos containing (ACM):

2. I am aware of the effects of asbestos on my health.
3. I realize that physical disturbance of ACMs is prohibited.
4. I am responsible for cleanup costs if I disturb known ACMs.
5. I am over 18 years of age and have read and fully understand the above statements.

Contractor Representative Signature: _____

Print Name: _____

Company Representing: _____

Date: _____

APPENDIX C

FORM F-6: SAMPLE NOTICE LETTER

Date: _____

Dear Concerned Parties:

In an effort to address our facility's asbestos situation, an inspection was performed by EPA accredited building inspectors for asbestos to determine the locations and types of asbestos containing building materials within the facility. A management plan developed by an EPA accredited asbestos management planner details the inspection, response actions, and methods to maintain asbestos-containing building materials within our building.

Asbestos is a naturally occurring mineral that was and is still used as an insulating component in many thermal insulation products, and as a reinforcement material for a variety of products. Various diseases have been linked with industrial exposures to airborne asbestos, and the extensive use of asbestos products in buildings has raised concerns about exposure to asbestos in non-industrial settings. The presence of asbestos in a building does not mean that the health of building occupants is necessarily endangered. As long as the asbestos containing material (ACM) remains in good condition and is not disturbed, exposure is unlikely.

For a clear understanding of the exact locations of asbestos containing building materials within our building, please feel free to review the Operations and Maintenance Program which indicates which materials have been identified as containing asbestos. By becoming aware of the types and locations within the building, contact with the materials that could cause exposure to asbestos can be avoided.

Our custodial and maintenance staff has received training in the health effects of asbestos exposure and the procedures which will be implemented to maintain the asbestos and in some instances, the removal or encapsulation of the asbestos material. Any person who notes a change in the condition of the asbestos-containing building material should contact our Designated Asbestos Person. Their telephone number is found at the end of the letter.

A trained employee will also be inspecting asbestos-containing building materials every six months to monitor any changes in its condition. Any harmful or potentially harmful ACM will be immediately dealt with safely, professionally, and in accordance with all state and federal regulations.

I thank you for your cooperation in maintaining the safety of our employees and occupants. Should you have any questions with regard to the above information, please contact our Asbestos Program Manager directly.

Asbestos Program Manager: _____

Address: _____

Phone Number: _____

APPENDIX D

FORM F-5: RE-SURVEILLANCE OF ASBESTOS-CONTAINING MATERIAL(S)

1. Date: _____

2. Location where reassessment was performed:

Building: _____
Address: _____

Room No.(s) and/or description of area:

3. Type of asbestos containing materials (ACM) inspected (Check appropriate type for each homogeneous area):

- 3.1 Ceiling: _____ Troweled _____ Sprayed
- 3.2 Walls: _____ Troweled _____ Sprayed
- 3.3 Structural members: _____ Troweled _____ Sprayed
- 3.4 Insulation: _____ Pipes _____ Tanks _____ Boilers
- 3.5 Other (describe): _____

4. Abatement status of material:

4.1. _____ Encapsulated _____ Enclosed _____ Neither

Comments: _____

5. Assessment factors (describe where appropriate):

5.1 Condition of ACM: _____ Physical damage _____ Water damage _____ Delamination _____ Other:

Observations: _____

5.2 Potential for disturbance of ACM (accessibility to material):

_____ High _____ Moderate _____ Low

Observations: _____

5.3 Potential for vibration near ACM:

_____ High _____ Moderate _____ Low

Observations: _____

5.4 Location of ACM (in or near): _____ Air Plenum _____ Air Shaft _____ Airstream

Comments: _____

6. Change in condition? ___ Yes ___ No (A change may result in response actions and additional implementation to an operations and maintenance program. For assistance consult: EPA's Guidance for Assessing and Managing Exposure to Asbestos in Buildings.)

Signature of Evaluator: _____

APPENDIX E

FORM F-4: FIBER RELEASE REPORT

Check One:

MAJOR FIBER RELEASE EPISODE REPORT
(More than 3 linear or 3 square feet of asbestos containing material (ACM))

or

MINOR FIBER RELEASE EPISODE REPORT
(Less than 3 linear or 3 square feet of ACM)

1. Fiber release episode notification:

Date: _____ Reported by: _____

Time: _____ Reported to: _____

2. Location of fiber release episode:

Building: _____

Room No. (s) and/or description of area:

3. Description of episode (check or describe):

3.1 Type of ACM damaged: _____ Surfacing _____ TSI _____ Misc. _____ Other

Clean up work done by: _____ In-house _____ Contractor _____ Both

3.2 Steps taken after episode discovered to protect building occupants: (i.e. locked doors, room isolated, HVAC system shut off, hazard signs posted, etc.) _____

3.3 Steps taken during clean-up to protect workers: (i.e., respirators, glove bags, doors and windows sealed off, containment barriers, etc.) _____

3.4 How damaged ACM was repaired: _____

3.5 How debris was disposed: (i.e. sprayed with amended water, placed in 6 mil bags labeled and discarded as asbestos waste, etc.) _____

3.6 Air samples collected? _____ yes _____ no

Results: _____

4. Signatures (ID#'s if applicable):

5. Comments:

Person(s) doing work: _____ Date: _____

Asbestos Program Manager: _____

Date: _____

APPENDIX F

FORM F-3: WORK PERMIT FOR MAINTENANCE/RENOVATION OPERATIONS

General Information:

Facility Name: _____ Date: _____

Street Address: _____

Phone Number: _____

NOTE: An application must be submitted for all maintenance work whether or not asbestos containing material (ACM) might be affected. Authorization must be received before work can begin.

APPLICATION FOR MAINTENANCE RENOVATION

1. Location where work is to be preformed:
Building: _____
Room No. (s) and/or description of area: _____

2. Starting date: _____
3. Description of work to be performed: _____

4. Application completed by: _____
Telephone Number: _____
5. Supervisor's Name: _____

REPLY TO WORK PERMIT

1. Permit Number: _____
Accepted _____ Denied _____
2. Asbestos Material: _____ Present _____ Not Present
3. Work to be completed by: _____
4. Signature of Asbestos Program Manager: _____
5. Comments: _____

APPROPRIATE PERSON(S) ARE TO COMPLETE THE FOLLOWING INFORMATION AS NECESSARY

1. Location and type of any affected ACM: _____
2. Approximate amount of asbestos present (specify linear feet, square feet, tank size, etc.): _____

3. Required asbestos control methods (i.e., glovebag, HEPA vacuum, wet method, etc.): _____
4. Required protective equipment/clothing: _____

Return form to: _____
Address: _____

Phone No: _____

APPENDIX G

FORM F-1: A GUIDE FOR REDUCING ASBESTOS EXPOSURE

Purpose: The ShopKo store may have materials that contain asbestos and may release fibers into the air. Breathing asbestos fibers is dangerous. This fact sheet tells how to reduce exposure to asbestos fibers.

PLEASE READ CAREFULLY.

PROTECTING YOURSELF FROM ASBESTOS:

If an asbestos containing material (ACM) is disturbed, it can release fibers into the air. Inhalation of these fibers may cause cancer and other diseases. The more asbestos you breathe, the greater your chances are of getting one of the diseases. You can take precautions that will reduce the risk of being exposed to asbestos.

A good rule of thumb is: Do not touch or disturb ACM. If you must handle an ACM, first lightly spray with water. (EPA recommends using water that contains wetting agents if they are available). Wetting ACM will reduce the potential for fiber release into the air.

The ACM in the ShopKo building must not be disturbed. If you are cleaning dust or debris that contains asbestos, do not use a broom: a broom will entrain fibers in the air that have settled on the floor. Do not use a vacuum cleaner unless it is equipped with a High Efficiency Particulate Absolute (HEPA) filter. The fibers are so small they can pass through an ordinary vacuum cleaner and into the air.

When cleaning in areas that contain friable asbestos containing debris, use dampened mops and dust cloths. Dampened mops and dust cloths will hold the fibers much better than dry mops and dust cloths, and will reduce the potential for entrained fibers into the air. It is best to use mops with disposable heads and to throw away the mop head after use as asbestos waste. Otherwise fibers may be released as the mop dries. Use either lightly dampened mops or cloths or a vacuum with a HEPA filter to clean areas where wet mopping cannot be used. Upholstery and carpet should only be cleaned using steam-cleaning methods.

Clean tables and chairs in the area with damp cloths. Do not dust them with brushes or with dry cloths, and do not vacuum them.

After you use the mop heads and cloths, put them in a plastic bag while they are still wet. Dislodged material should also be placed in plastic bags for disposal.

A LIST OF IMPORTANT POINTS TO REMEMBER

1. Do not handle or disturb ACM unless necessary.
2. If you must handle ACM, wet it first.
3. If you must disturb asbestos (for example, to drill a hole in transite wallboard), see the Asbestos Program Manager before starting work. The following sequence of events must be followed:
 - Don personal protective equipment and place a plastic drop cloth below the work area.
 - Wet ACM with water before you disturb it.
 - Isolate the area and make sure that only those persons who are necessary for the job are in the area.
 - Put all the asbestos you remove into a labeled 6-mil plastic bag. Seal the bag and notify the Asbestos Program Manager to arrange for proper disposal.
 - After completing the work, clean all the ladders and tools you have used with a wet cloth.

- Roll up the drop cloth carefully, put it in a plastic bag, and notify your supervisor to arrange for proper disposal.
 - Clean the floor below the work area with a HEPA filtered vacuum and wet mop.
 - Put the mop head and the cloth used to clean the ladder in a plastic bag while they are still wet, seal the bag, and notify the Asbestos Program Manager to arrange for proper disposal.
4. If you must disturb or remove large sections of ACM, see the Asbestos Program Manager before you begin. The National Institute for Occupational Safety and Health recommends that a respirator approved for toxic dusts is worn during such work.

You should make arrangements to turn off the building's ventilation system if you are disturbing or removing large sections of ACM. The ventilation system should remain off until the work is completed and the area has been cleaned.

APPENDIX H

STATE OF IOWA LICENSED ASBESTOS ABATEMENT CONTRACTORS

| Permit | Company | Address | Phone # | Expires |
|--------|--|--|--------------|------------|
| 1231 | AFFORDABLE ASBESTOS-MOLD-LEAD-REMOVABLE INC. | 123 EAST GRAND SUITE B, MONTICELLO, IA 52310 | 319-265-5555 | 12/22/2006 |
| 1523 | AFFORDABLE REMOVAL INC. | AMERICAN TESTING & TRAINING, MONICELLO, IA 52310 | 319-465-4571 | 6/3/2006 |
| 1528 | T & K ROOFING INC. | 101 T&K DRIVE PO BOX 279, ELY, IA 52227 | 319-848-4191 | 7/3/2006 |
| 1533 | MIDWEST ASBESTOS INC. | 704 WEST 10TH STREET, CEDAR FALLS, IA 50613 | 319-266-7717 | 8/7/2006 |
| 1537 | ANDERSON TRENCHING & EXCAVATING INC. | 17263 SUMAC ROAD, HONEY CREEK, IA 51542 | 712-545-9310 | 8/18/2005 |
| 1538 | DAY & ZIMMERMAN NPS INC. | 1866 COLONIAL VILLAGE LANE, LANCASTER, PA 17601 | 717-481-5600 | 8/25/2005 |
| 1539 | ASBESTROL INC. | 506 NE 10TH, AUSTIN, MN 55912 | 507-433-2390 | 9/20/2005 |
| 1540 | CORNERSTONE SERVICES GROUP LLC. | 1809 LIBERTY STREET, KANSAS CITY, MO 64102 | 816-842-2397 | 9/21/2005 |
| 1541 | ICM INSULATION LTD | 112 SW 2ND STREET, DES MOINES, IA 50309 | 515-243-1771 | 10/7/2005 |
| 1542 | MCGILL ASBESTOS ABATEMENT CO INC. | 4205 SOUTH 33RD STREET, OMAHA, NE 68107 | 402-731-7171 | 10/5/2005 |
| 1543 | HOLIAN ASBESTOS REMOVAL | ENCAPSULATION CORP, SPRING GROVE, IL 60081 | 815-675-6683 | 11/24/2005 |
| 1544 | AMX ENVIRONMENTAL LTD | 2351 W NORTHWEST HWY STE 2118, DALLAS, TX 75220 | 713-378-9911 | 11/15/2005 |
| 1545 | AUGUST ENTERPRISES LLC. | 104 WEST CLARK STREET, JEFFERSON, IA 50129-0295 | 515-386-3477 | 11/25/2005 |
| 1546 | CRM ENTERPRISES d/b/a ENVIROBES INC. | 910 2ND AVE SW UNIT C, CEDAR RAPIDS, IA 52404 | 319-396-9686 | 11/15/2005 |
| 1547 | J & J AND COMPANY LTD | 1620 ROSS ST, SIOUX CITY, IA 51103 | 712-255-6613 | 12/9/2005 |
| 1548 | ASBESTOS REMOVAL CO INC. | 6361 NE 14TH ST, DES MOINES, IA 50313 | 515-964-2345 | 12/20/2005 |
| 1549 | GREAT PLAINS ASBESTOS CONTROL INC. | 820 EAST RAILROAD STREET, KEARNEY, NE 68848-0039 | 308-234-3350 | 12/22/2005 |
| 1550 | ENVIROTECH REMEDIATION SERVICES INC. | 3000 84TH LANE NORTHEAST, BLAINE, MN 55449-7214 | 763-746-0670 | 1/29/2006 |
| 1551 | TECHNICAL ASBESTOS CONTROL INC. | 3205 WEST 76TH ST, DAVENPORT, IA 52809 | 309-786-2750 | 1/4/2006 |
| 1552 | HORSLEY SPECIALITIES INC. | 160 E MAIN ST NORTH, RAPID CITY, SD 57709 | 605-342-5634 | 1/18/2006 |
| 1553 | MAVO SYSTEMS ILLINOIS LLC | 12311 S INDUSTRIAL ROAD EAST, PLAINFIELD, IL 60544 | 815-609-7620 | 1/10/2006 |
| 1554 | MAVO SYSTEMS WISCONSIN LLC | 7021 STEWART AVENUE, WAUSAU, WI 54401 | 715-849-9754 | 1/19/2006 |
| 1555 | BERGO ENVIRONMENTAL SERVICES | 104 RIVER HEIGHTS DR, MASON CITY, IA 50401 | 612-701-7832 | 1/24/2006 |
| 1556 | REW SERVICES CORP | 6864 NE 14TH STREET STE 4, ANKENY, IA 50021 | 515-289-0706 | 2/17/2006 |
| 1557 | A-LINE E.D.S. | 808 DEARBORN AVE, WATERLOO, IA 50703 | 319-232-3889 | 1/24/2006 |
| 1558 | PETROCHEM INSULATION INC. | 110 CORPORATE PLACE, VAALLEJO, CA 94590 | 707-644-758 | 2/5/2006 |
| 1559 | ASBESTOS HANDLERS INC. | 6920 EAST READING PLACE, TULSA, OK 74115 | 918-836-5586 | 2/13/2006 |
| 1560 | BOCKMANN INC. | 1420 CENTER PARK ROAD, LINCOLN, NE 68512 | 402-423-6631 | 2/22/2006 |
| 1561 | NORTHERN CEDAR SERVICE CO INC. | 125 NORTH JACKSON AVE, MASON CITY, IA 50402-0157 | 641-423-0341 | 3/5/2006 |
| 1562 | BASIC INDUSTRIES INC. | 15981 AIRLINE HWY, BATON ROUGE, LA 70884-3780 | 225-752-2000 | 4/4/2006 |
| 1563 | CONTRACTING SPECIALITIES INC. | 4976 F STREET, OMAHA, NE 68117 | 402-733-7650 | 3/10/2006 |
| 1564 | KINGSTON ENVIRONMENTAL SERVICES INC. | 15450 HANGAR ROAD, KANSAS CITY, MO 64078 | 816-524-8811 | 3/21/2006 |
| 1565 | PAUL L NAGLE | PO BOX 125, NEVADA, IA 50201 | 515-382-4647 | 3/18/2006 |
| 1566 | ROBINSON BROTHERS ENVIRONMENTAL INC. | 220 RAEMISCH ROAD, WAUNAKEE, WI 53597-9663 | 608-249-6727 | 3/26/2006 |
| 1567 | CLEARVIEW ENTERPRISES OF THE MIDWEST INC. | 239 ROCK INDUSTRIAL BLVD, UNION, MO 63084 | 636-583-8698 | 4/2/2006 |
| 1568 | CONTROLLED ASBESTOS INC. | 3305 SE DELAWARE AVENUE, ANKENY, IA 50021 | 515-963-9170 | 4/4/2006 |
| 1569 | VEIT ENVIRONMENTAL INC. | 23801 INDUSTRIAL BLVD. STE 1000, ROGERS, MN 55374 | 763-428-2819 | 3/18/2006 |
| 1570 | ENVIROBATE MANAGEMENT SERVICES | div of FAIRWINDS CORP, URBANDALE, IA 50322 | 515-331-2103 | 3/17/2006 |
| 1571 | B & R INSULATION INC. | 15001 WEST 101ST TERRACE, LENEXA, KS 66215 | 913-492-1346 | 4/14/2006 |

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| 1572 | MOSS ROOFING & INSULATION INC. | 310 HWY 150 SOUTH, WEST UNION, IA 52175 | 563-422-3331 | 4/10/2006 |
| 1573 | REMEDIATION SPECIALISTS INC. | 116 GATEWAY DRIVE, NORTH SIOUX CITY, SD 57049 | 605-232-4554 | 4/10/2006 |
| 1574 | M & O ENVIRONMENTAL COMPANY | PO BOX 759, HOMEWOOD, IL 60430 | 708-799-0028 | 4/19/2006 |
| 1575 | A & L INDUSTRIAL SERVICES INC. | 1728 N HWY 146, LA PORTE, TX 77571 | 281-470-9899 | 4/7/2006 |
| 1576 | MID STATES ASBESTOS REMOVAL INC. | 28172 463RD AVENUE, DAVIS, SD 57021 | 605-647-1271 | 4/2/2006 |
| 1577 | L & L INSULATION INC. | 3190 N HAINES, RAPID CITY, SD 57709 | 605-348-4012 | 4/2/2006 |
| 1578 | CHAMPION ENVIRONMENTAL SERVICES INC. | 38 WEST END DRIVE GILBERTS, IL 60136 | 847-844-1696 | 4/18/2006 |
| 1579 | AT ABATEMENT SERVICES INC. | 4915 STILWELL, KANSAS CITY, MO 64120 | 816-242-0444 | 4/12/2006 |
| 1580 | THE LUSE COMPANY | 3990 ENTERPRISE COURT, AURORA, IL 60504 | 630-862-2674 | 5/11/2006 |
| 1581 | M.E.D.A. | 119 N MAIN STREET, MOULTON, IA 52572 | 515-265-3188 | 4/29/2006 |
| 1582 | INTERSTATE ROOFING & WATERPROOFING INC. | N5544 COMMERCE ROAD, ONALASKA, WI 54650 | 608-783-2106 | 5/18/2006 |
| 1583 | MAVO SYSTEMS INC. | 4300 MAIN STREET NE, FRIDLEY, MN 55421 | 763-788-7713 | 5/30/2006 |
| 1584 | VCI ASBESTOS ABATEMENT CO INC. | PO BOX 609, CHISAGO CITY, MN 55013 | 651-257-8135 | 5/5/2006 |
| 1585 | ENVIRONMENTAL MANAGEMENT SERVICES OF IA INC. | 999 CENTURY DRIVE SUITE 6, DUBUQUE, IA 52002 | 563-583-0808 | 5/25/2006 |
| 1586 | JET VAC d/b/a JVI COMPANIES | 10030 EXPRESS DRIVE, HIGHLAND, IN 46322 | 219-922-0001 | 5/9/2006 |
| 1587 | PRO ENVIRONMENTAL ABATEMENT INC. | 1533 OHIO STREET, DES MOINES, IA 50314 | 515-284-0401 | 5/6/2006 |
| 1588 | LV ENVIRONMENTAL SERVICES INC. | 621 WILDWOOD AVENUE, VILLA PARK, IL 60181 | 630-758-0202 | 5/21/2006 |
| 1589 | ENVIROTECH INC. | 2737 PAPIN STREET, ST. LOUIS, MO 63103 | 314-865-1293 | 5/29/2006 |
| 1590 | HAAS BROS INC d/b/a WINDCO | 1850 SCENIC VIEW DR, DUBUQUE, IA 52001 | 563-556-6080 | 6/2/2006 |
| 1591 | M POE INVESTMENTS d/b/a ADVANCED TECHNOLOGIES | 803 RICKER STREET, WATERLOO, IA 50703 | 319-287-4448 | 6/20/2006 |
| 1592 | MIDWEST ASBESTOS ABATEMENT CORP | 28B PATMOS DRIVE, ST. PETERS, MO 63376 | 636-926-7800 | 6/8/2006 |
| 1594 | ANDERSON EXCAVATING CO. | 1920 DORCAS ST, OMAHA, NE 68108 | 402-345-8800 | 6/10/2006 |
| 1595 | ACTIVE THERMAL CONCEPTS INC. | 1110 INDUSTRIAL AVENUE, HIAWATHA, IA 52233 | 319-393-8088 | 7/7/2006 |
| 1596 | J R ROOFING INC. | 1899 INDUSTRIAL ROAD, LEMARS, IA 51031 | 712-546-4427 | 5/25/2006 |
| 1597 | AFFORDABLE HAZARDS REMOVAL INC. | AMERICAN TESTING & TRAINING, MONITCELLO, IA 52310 | 319-465-4571 | 6/3/2006 |
| 1598 | IRONWOOD ENVIRONMENTAL INC. | 6551 E RIVERSIDE BLVD STE 101, ROCKFORD, IL 61114 | 815-877-7547 | 6/20/2006 |
| 1599 | HAASCO LTD | PO BOX 156, DYERSVILLE, IA 52040 | 563-875-8300 | 7/28/2006 |
| 1600 | WELLINGTON ENVIRONMENTAL SOLUTIONS | 7224 JEBENS AVE, DAVENPORT, IA 52806 | 563-323-2849 | 7/27/2006 |
| 1601 | RL CRAFT COMPANY INC. | PO BOX 633, DENISON, IA 51442 | 712-263-5059 | 7/18/2006 |
| 1602 | WESTERN DEMO AND SPECIALTY CONTRACTING INC. | 17837 227TH AVE NW, BIG LAKE, MN 55309 | 763-263-9001 | 7/8/2006 |
| 1603 | MID IOWA ENVIRONMENTAL CORPORATION | 3009 SW NINTH STREET, DES MOINES, IA 50315-2204 | 515-244-5766 | 7/24/2006 |
| 1604 | ANDERSON TRENCHING & EXCAVATING INC. | 17263 SUMAC ROAD, HONEY CREEK, IA 51542 | 712-545-9310 | 8/18/2006 |
| 1606 | MARCOR REMEDIATION INC. | 246 COCKEYSVILLE STE 1, HUNT VALLEY, MD 21030 | 410-785-0001 | 7/8/2006 |
| 1607 | IOWA-ILLINOIS TAYLOR INSULATION | PO BOX 2810, DAVENPORT, IA 52809 | 563-391-8100 | 8/4/2006 |
| 1608 | E.S.A. INC. OF SOUTH DAKOTA | PO BOX 1870, N SIOUX CITY, SD 57049 | 605-232-4075 | 7/18/2006 |
| 1609 | BRANDENBURG INDUSTRIAL SERVICE CO. | 2625 SOUTH LOOMIS STREET, CHICAGO, IL 60608 | 312-528-1128 | 8/7/2006 |
| 1610 | INSULCO ENVIRONMENTAL SERVICES INC. | 2210 OAKLEAF, JOLIET, IL 60436 | 815-730-3470 | 7/19/2006 |
| 1611 | JM GIESE COMMERCIAL ROOFING INC. | 10410 SILVERWOOD DRIVE, DUBUQUE, IA 52003 | 563-583-7003 | 7/25/2006 |
| 1612 | DAY & ZIMMERMAN NPS, INC. | 1866 COLONIAL VILLAGE LANE, LANCASTER, PA 17601 | 717-481-5600 | 8/25/2006 |

This information was obtained from the Iowa Division of Labor Asbestos Licensing Department