Deputy Directive

Number:	DD-71-R1
Refer to Director's Policy:	DP-03 Safety and Health DP-04 Environmental Policy
Effective Date:	02/23/2016
Supersedes:	DD-71 (05-21-01)
Responsible Program:	Project Delivery, Environmental Analysis

TITLE Management of Naturally Occurring Asbestos (NOA)

POLICY

The California Department of Transportation (Caltrans) identifies and manages naturally occurring asbestos (NOA) during the planning, design, construction, maintenance and operation of its transportation facilities. Caltrans identifies and addresses NOA issues in a manner that protects its employees, agents, the public and the environment. This approach is consistent with Caltrans' goals of safety, health, sustainability, and livability. Caltrans complies with federal and state laws and regulations and, promulgated rules governing NOA. Caltrans is proactive in establishing roles and responsibilities for activities involving NOA and provides appropriate training for these activities.

DEFINITION/BACKGROUND

"Naturally occurring asbestos" is a term used for several types of naturally occurring fibrous minerals found in serpentine and other rock. Asbestos-containing rock is abundant in the Sierra foothills, Klamath Mountains and Coast Ranges. Asbestos can be released from rock when it is broken or crushed. Releases can occur when equipment is driven on unpaved roads, on shoulders, or in areas that are surfaced with serpentine or other rock or soils that contain NOA. Asbestos is also released naturally through weathering and erosion. Once released from the rock, asbestos fibers can become airborne. Asbestos is a known carcinogen. Breathing asbestos fibers increases the risk of asbestos-related diseases. Asbestos-containing rock may be found during the planning, design, construction, maintenance and operation of transportation facilities, particularly in Districts 1-6 and 10.

The California Air Resources Board (ARB) and local air districts may promulgate rules that apply to construction and road maintenance and the use

of asbestos-containing rock and soils. The California Office of Safety and Health Administration (Cal/OSHA) issues regulations addressing worker safety. Manufactured asbestos in building materials is covered by different rules and regulations and is not the subject of this Deputy Directive.

RESPONSIBILITIES

Deputy Director, Project Delivery:
Ensures overall development and implementation of Caltrans policies and procedures for identifying and managing material containing NOA.

Chief, Division of Environmental Analysis:

- Serves as the single focal point for monitoring Caltrans' actions related to NOA issues.
- Represents Caltrans in communications with regulatory agencies on NOA issues and convenes advisory groups, as needed, to comment on regulations.
- Develops procedures and tools to identify areas containing NOA deposits so they can be properly managed by all impacted divisions and districts and appropriately addressed in environmental documents.
- Develops policies, procedures, and training for the management of NOA and property containing NOA.
- Informs divisions and districts regarding known locations of NOA and the rules and regulations governing these locations.
- Assists divisions and districts in developing and updating their procedures, guidance documents and training regarding the management of NOA to ensure consistent compliance with Caltrans NOA policies.
- Develops and updates construction contract standard specifications and special provisions addressing NOA issues.

Chief, Division of Engineering Services:

- Implements Caltrans policies, procedures, and training for identifying and managing material containing NOA and for protecting employees, agents and the public from exposure to NOA during fieldwork managed by the Division. Issues and updates Division procedures, guidance documents and training related to NOA management.
- Maintains construction contract standard specifications for addressing NOA issues.

Chief, Division of Transportation Planning:

- Provides guidance to the districts to document the identification and management of potential NOA sites in planning and project initiation documents.
- Coordinates efforts with Regional Transportation Planning Agencies, as necessary.

Chief, Division of Design:
Develops and updates design guidance documents to reflect NOA-related policies and procedures.

Chief, Division of Local Assistance:
Provides Caltrans guidance related to project level NOA issues for dissemination by the districts to local transportation agencies.

Chief, Division of Traffic Operations:
Provides guidance and information to the districts to assure that those requesting encroachment permits comply with applicable laws, regulations, rules, and policies pertaining to investigating and managing NOA.

Chief, Division of Construction:

- Manages NOA encountered during construction activities in a manner that complies with applicable laws, regulations, rules, and policies and protects employees, agents, and the public.
- Develops and updates procedures, guidance documents, and training regarding the management of NOA encountered during construction, including material brought on site, in order to protect employees, agents, and the public. Conducts periodic staff training to ensure that staff members have current information.
- Coordinates with external partners to exchange information regarding NOA.

Chief, Division of Maintenance:

- Manages NOA encountered during maintenance activities in a manner that complies with applicable laws, regulations, rules, and policies and protects employees, agents, and the public.
- Develops and updates procedures, guidance documents, and training regarding the management of material containing NOA encountered during maintenance activities, in order to protect employees, agents, and the public. Conducts periodic staff training to ensure that staff members have current information.
- Coordinates with external partners to exchange information regarding NOA (e.g. CHP performing MAZEEP operations).

Chief, Division of Right of Way:

- Develops and updates policies and procedures for negotiating disposal site agreements in areas where NOA may be found.
- Develops and updates policies and procedures for acquiring, managing, and disposing of property containing NOA.

Chief, Office of Health and Safety:

- Provides guidance to divisions and districts regarding the personal protection of employees from exposure to NOA.
- Conducts exposure assessments for employees who may disturb NOA while performing their work.

District Directors:

- Ensure implementation of Caltrans policies and procedures for identifying and managing material containing NOA in their district.
- Facilitate cooperation and coordination between functional areas to implement Caltrans policies.

Managers and Supervisors:

- Conduct activities involving NOA in compliance with all federal, state, and local laws, regulations, and rules, and Caltrans policies and procedures.
- Communicate NOA laws, regulations, rules, policies and procedures to local agencies and encroachment permitees, as necessary.
- Enforce division procedures and construction contract specifications that protect employees, agents, and the public from NOA.
- Become familiar with locations containing NOA within their area of responsibility.
- Provide information and training to employees involved in the investigation, handling, containment, transport and disposal of NOA.

Employees

- Participate in NOA training applicable to their job activities and comply with NOA policies and procedures.
- Become familiar with locations containing NOA within their area of responsibility and conduct activities in these areas in a manner that protects themselves, fellow employees, agents, and the public.

APPLICABILITY

All Caltrans employees.

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Chief Deputy Director

February 23, 2016
Date Signed