

**Department: FSS****SOP Title: Asbestos Type 1
Operations Work**

	NAME	TITLE	DATE
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Revision History	NAME	TITLE	DATE
			Click or tap to enter a date.

1.0 Scope

This SOP applies to all work classified as **Type 1 asbestos operations**, including minor disturbance of non-friable asbestos-containing materials (ACM) where fibre release risk is low when controls are followed.

2.0 Purpose and Introduction

This procedure defines safe work requirements for **Type 1 asbestos operations** involving the disturbance of asbestos-containing drywall or joint-filling compounds in accordance with **Ontario Regulation 278/05**.

3.0 Emergency Information

3.1 Emergency Contacts

Supervisor/Manager: First point of contact

Health & Safety Department: 705-749-5530 ext. 1252

Emergency On-Call FSS Manager: ext. 1234

Campus Security: 4444 (internal) / 911 (external emergency)

3.2 Emergency Procedures

In the event of suspected asbestos fibre release, uncontrolled dust, or incident:

- Stop work immediately
- Isolate the area and restrict access
- Do not attempt dry cleanup of visible dust
- Notify supervisor and Health & Safety
- Contact Security if emergency response is required

Detailed information regarding emergency procedures for Fleming College are located on the security website: <https://department.flemingcollege.ca/security/emergency-procedures/emergency-procedures-3/>

Emergency Procedures

Assess Your Situation – Consider Your Options – Take Action



ACTIVE ATTACKER

Is an individual about to engage in a sustained violent attack to cause serious bodily harm or death to other individuals.

RUN

- If you have a chance, run to safety
- Leave your belongings behind
- Help others stay out of harms way
- Call **9-1-1** from a safe location

HIDE

- If you can't run to safety, make it difficult for the attacker to see, hear or find you
- Lock doors and barricade yourself
- Turn off any lights
- Turn off phone sounds, and vibrations, but **DO NOT** turn off your phone
- Prepare to run or fight if you are found

FIGHT

- As a last resort, be prepared to defend yourself
- Team up with others
- Commit to an aggressive attack and use tools/weapons in the room
- Remember you are fighting for your life

FIRE

Upon discovery of a Fire, remember to REACT:

- Remove all persons
- Ensure all doors are closed
- Activate the Fire Alarm
- Call **9-1-1**
- Try to put the fire out

FIRST AID

- Familiarize yourself with the First Aid Kit and AED locations for your respective Campus
- **If you require emergency assistance, call 9-1-1**
- Dial (705) 749-5530 ext. **4444** from any phone and request First Aid assistance. First Aid trained Security personnel will be sent to your location immediately
- If the injury is non-urgent, you may provide First Aid to yourself and/or seek assistance from trained First Aid personnel
- Report all Health & Safety incidents at department.flemingcollege.ca/safety/report-an-incident/



Fleming Safe
Official Campus Security App



Available on the Google Play | Available on the App Store

Campus Security

24/7 Emergency: Dial 9-1-1
24/7 Campus Emergency: Dial ext. 4444

HOLD & SECURE PROTOCOL

"Hold and Secure" should be used when it is necessary to secure the campus due to an ongoing situation near, but not inside of a College building

- Do not leave the building until it is advised as safe to do so
- There is no immediate threat to students and staff unless they leave the building(s)
- All movement in to and out of the college building(s) is restricted - exterior doors are locked, preventing entry, and people inside the building need to remain indoors

24/7 General Inquiries: Dial ext. 8000

3.3 Safety Equipment

- First aid kits: see first aid response above
- Fire extinguishers: throughout campus work areas
- Emergency phones: located in classrooms and corridors
- Asbestos work supplies: stored in hazardous materials room (loading dock area)
- PPE supplies: available through Health & Safety operations stock

3.4 Safety Data Sheets

The Fleming College Online SDS Database can be found [here](#).

[Fiberlock Penewet 6450](#)

3.5 Gas Shutoffs

Not applicable unless specified by site conditions. Locations must be identified prior to work where applicable.

3.6 Electrical Panels/Circuit Breakers

- Identify electrical panels prior to commencing work
- Do not disturb or obstruct access during work activities
- Maintain safe clearance during drilling/cutting activities

3.7 Report an Incident/Accident or Near Miss

If you require First Aid or an ambulance while you are at the Frost and Sutherland campuses call:

1. Immediately call 911 (if you do not require an ambulance please skip to #2)
2. Dial 4444 from any campus phone and request First Aid assistance or Use the Fleming Safe App on your phone
3. Security will send a First Aid Responder to your location immediately

Campus Security will help direct emergency crews to your location saving valuable response time.

Visit <https://department.flemingcollege.ca/safety/report-an-incident/> to complete the appropriate reporting form.

4.0 Definitions/Acronyms

ACM – Asbestos-Containing Material

Type 1 Operation – Low-risk asbestos work involving non-friable ACM where fibre release is controlled through wetting and hand tools only

Non-friable ACM – Material where asbestos fibres are bound in cement, vinyl, joint compound, or similar matrix

Amended Water – Water with wetting agent used to suppress dust and fibre release

HEPA – High Efficiency Particulate Aerosol filter

5.0 Roles and Responsibilities

Workers

- Complete approved Type 1 Asbestos Operations and Type 2 Operations Awareness for Workers and PPE Awareness training
- Verify ACM presence via asbestos assessment survey or hazardous materials inventory
- Follow all wetting, containment, and waste procedures
- Stop work if conditions change or ACM status is uncertain

Supervisors

- Confirm work qualifies as Type 1 operation
- Ensure trained workers and required materials are in place
- Verify and record containment, cleanup, and waste handling completion
- Escalate to Health & Safety when required

Health & Safety Department

- Maintain asbestos control program, SOPs and training requirements
- Provide guidance on classification and controls
- Support incident response and compliance verification

6.0 Operational Procedures

6.1 Required Training

- Completion of Type 1 Asbestos Operations and Type 2 Operations Awareness for Workers
- PPE Awareness Training
- Site-specific hazardous materials inventory (ACM registry) system review.

- *Pinchin Asbestos Awareness Refresher and Type 1 Work Operations Training Course*

6.2 Pre-Operational Safety Checks

Before starting work:

- Confirm ACM presence via asbestos assessment survey or hazardous materials inventory
- Confirm Type 1 operations classification applies
- Isolate and restrict work area
- Confirm availability of:
 - Amended water (spray bottle)
 - Disposable wipes/cloths
 - 6-mil asbestos waste bags and labels
 - Drop sheets (polyethylene)
 - Required PPE
- Identify nearby hazards (electrical, exits, access routes)
- Set up work area to control contamination:
- Install drop sheet beneath work area
- Remove or cover nearby items/materials

6.3 Procedure

Work Area Setup

Isolate the work area and restrict access to authorized personnel only

Place polyethylene drop sheets below and around the work area to capture debris

Cover or remove nearby surfaces and equipment that may become contaminated

Ensure all required tools, PPE, and waste bags are staged within the work area

Confirm amended water is ready for use prior to disturbance

Control entry points and maintain separation from occupied areas

Donning PPE

Inspect PPE prior to use to ensure it is free from defects

Put on disposable coveralls or protective clothing as required

Don gloves and ensure proper fit

Ensure PPE is properly fitted before entering the work area

PPE must be donned prior to disturbing any ACM

Wetting Requirements

Thoroughly wet ACM before disturbance

Maintain wet conditions throughout work

Dry cutting, drilling, or scraping is prohibited

Cutting / Piercing / Disturbance

Use non-powered hand tools only

Mark work area prior to disturbance

Minimize breakage and fibre release

Maintain wetting during all activities

Waste Handling

Immediately place waste into double 6-mil asbestos labelled bags

Use goose-neck fold and tape sealing method

Cleaning

Wet wipe all surfaces and adjacent areas

Use disposable cleaning materials only

Clean wall cavity to extent practicable

Decontamination

Damp wipe reusable PPE before removal (if applicable)

Remove PPE within the controlled work area if applicable, using safe doffing practices

Avoid shaking or dispersing dust during removal

Dispose of disposable PPE in asbestos waste bags

Wash hands and face immediately after PPE removal

Do not leave the work area wearing contaminated PPE

Work Completion

Supervisor or designate verifies cleanup completion

Waste transferred to designated asbestos storage area and notification as per posted disposal requirements

Area released once secondary visual clean confirmation

6.4 Location, Storage, and Maintenance

Asbestos work supplies stored in hazardous materials room (loading dock areas)

Waste stored in designated asbestos waste containment area (in hazardous materials room)

Materials restocked through Health & Safety operations

Waste disposal coordinated through Health & Safety operations, waste taken to designated asbestos storage area and notification as per posted disposal requirements

7.0 Identified Hazards and Risks

Symbol/Image	Hazard/Risk
	Asbestos fibre inhalation exposure

8.0 Required PPE and Precautionary Measures

8.1 Hygiene

- Do not eat, drink or chew gum in the work area
- Wash hands and face immediately after completing work and before leaving the area
- Avoid touching face, hair, or personal items during work
- Remove PPE only within the controlled work area to prevent contamination spread
- Decontaminate hands and exposed skin after PPE removal

8.2 Housekeeping

- Maintain a clean and controlled work area at all times
- Prevent accumulation of dust or debris
- Use wet wiping only (no dry sweeping or compressed air)
- All waste and disposable materials must be removed promptly and placed in approved asbestos waste containers

- Keep adjacent areas free from contamination through proper containment and access control
- Dispose of drop sheets and disposable materials immediately after use

8.3 Personal Protective Equipment and Dress

PPE	Instructions
Disposable coveralls (or equivalent protective clothing)	Wear to prevent contamination of personal clothing; dispose of as asbestos waste after use
Nitrile or suitable disposable gloves	Required during all handling of ACM and contaminated materials
Safety glasses (if required by risk assessment)	Protect eyes from debris during cutting and removal of materials
Disposable boot covers (if applicable)	Prevent tracking contamination outside work area

- PPE must be removed inside the controlled work area
- Contaminated PPE must be treated as asbestos waste
- PPE must be wet-wiped or disposed of prior to exiting work zone
- Street clothing must not be exposed to ACM contamination

8.4 Other

- Ensure asbestos work supplies are available before starting work
- Ensure amended water spray bottle is functional and accessible
- Ensure asbestos-labelled waste bags (6-mil, double bag system) are available
- Ensure work area is properly isolated
- Stop work immediately if conditions change or unexpected ACM is encountered
- Maintain strict control of access to authorized trained personnel only

9.0 Environmental Considerations

- All asbestos-containing waste must be contained in sealed, labelled double 6-mil polyethylene bags prior to removal
- Waste must be transferred to the designated hazardous waste storage area only

- No discharge of asbestos-containing material or contaminated water to drains, soil, or general waste streams
- Wetting procedures must be controlled to prevent release beyond work area
- Work must not proceed if environmental controls (containment, isolation, wetting) cannot be maintained
- Drop sheets and disposable materials must be treated as contaminated waste and disposed of appropriately
- Prevent spread of contamination beyond the controlled work zone at all times

10.0 References

This SOP is developed in accordance with the following legislation, standards, and internal documents:

- **Ontario Regulation 278/05** – Designated Substance – Asbestos on Construction Projects and in Buildings and Repair Operations
- **Occupational Health and Safety Act (OHSA), R.S.O. 1990**
- Workplace Hazardous Materials Information System (WHMIS 2015)
- Fleming College Health & Safety Program Procedures
- Fleming College Asbestos Control Program
- Hazardous Materials Inventory System (HMIS)
- Fleming College Emergency Procedures
- Fleming College Incident Reporting Procedures