



Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

DEVAL L. PATRICK
Governor

TIMOTHY P. MURRAY
Lieutenant Governor

RICHARD K. SULLIVAN JR.
Secretary

KENNETH L. KIMMELL
Commissioner

ASBESTOS CEMENT PIPE GUIDANCE DOCUMENT June 2011

I. Background

The Massachusetts Department of Environmental Protection's (MassDEP's) asbestos regulation (310 CMR 7.15) protects public health and the environment by establishing safe handling practices for demolishing or renovating buildings and structures to prevent the release of asbestos fibers from asbestos-containing building materials. MassDEP's regulations require notification as well as specific removal, handling, and disposal requirements for all asbestos-containing material (ACM). Work practices include removing ACM prior to demolition or renovation activities, wetting the materials prior to removal to prevent asbestos dust, fully containing the work area (e.g., with plastic sheeting) and drawing air out of the containment through a specially made air filtration unit with HEPA filter capable of capturing asbestos fibers, sealing the wetted asbestos-containing waste material (ACWM) in leak-tight containers with asbestos labeling, and properly disposing of the waste in a permitted landfill.

Common materials that may contain asbestos include thermal insulation on boilers, ducts and pipes, vinyl floor tiles, ceiling tiles, various mastics (i.e. glues), and asbestos cement products, including asbestos cement pipes. Some of these materials are "friable", meaning the material can easily be crumbled under hand pressure and release asbestos fibers (e.g., insulation) and some are "non-friable", meaning the material cannot easily be crumbled and cannot easily release asbestos fibers (e.g., vinyl floor tiles and asbestos cement pipes that are in good condition and have not deteriorated). MassDEP regulates non-friable ACM because if these materials have deteriorated, are significantly damaged, and/or are mishandled, asbestos fibers may be released to the ambient air.

This guidance document¹ and attached "Frequently Asked Questions" section explains how to safely remove and dispose of asbestos cement pipes in compliance with the MassDEP asbestos regulations. Asbestos cement pipes often are found in underground utility conduits, and municipal water, sewer and drainage systems. Asbestos cement pipes

¹ This document is intended solely as guidance for the removal and disposal of asbestos cement pipes. This guidance does not constitute final agency action, and is not "regulation" as that term is used in M.G.L. c. 30A. This guidance document may not be relied upon to create rights, duties, obligations or defenses, implied or otherwise, enforceable by any party in any administrative proceeding with the Commonwealth.

buried below ground surfaces are considered non-friable if they are in good condition. This guidance document describes how to safely remove asbestos cement pipes without containing the work area or using air cleaning. If the asbestos removal methods prescribed by this guidance document are not followed then the requirements for containment and air cleaning must be adhered to in accordance with all applicable federal, state and local regulations. It should be noted, that active asbestos cement pipe that is exposed and is not intended to be replaced or removed and is not disturbed by repair or replacement activities may remain in place and backfilled.

II. Guidance Provisions

a. Notification

A notification must be submitted to MassDEP on an Asbestos Notification Form ANF-001 at least 10 working days prior to the commencement of asbestos cement pipe removal [see 310 CMR 7.15(1)(b)]. It is a violation of MassDEP's regulations to remove any asbestos cement pipe prior to the end of the 10 working day waiting period, unless an emergency waiver number is obtained from MassDEP. A person(s) properly trained in accordance with Mass DOS regulations at 453 CMR 6.00 and OSHA regulations, can perform the work right away if you call your regional MassDEP office to obtain an emergency waiver of the ten (10) working day notification period (see response to question number 26 in the "Frequently Asked Questions" section of this guidance document for appropriate MassDEP regional telephone numbers). The ANF-001 is available on MassDEP's web site at:

<http://www.mass.gov/dep/air/approvals/anf001.pdf>. The easiest way to file an asbestos notification is to file it online via MassDEP's website. For additional information about online filing, go to:

<http://www.mass.gov/dep/service/compliance/edeponlf.htm>. You can also call 617-292-5638 for additional information about online filing. More detailed information on notifications is provided in the "Frequently Asked Questions" section of this guidance document.

A notification fee, currently \$85.00, is required when filing an ANF-001. However, cities, towns, counties, districts of the Commonwealth, municipal housing authorities, other state agencies and owner-occupied residential properties with four or fewer units are fee exempt and do **not** have to pay the asbestos notification fee.

b. Licensing and Training

Massachusetts Division of Occupational Safety's regulations at 453 CMR 6.00 contain the:

- i. Standards of competency for persons or entities engaged in or performing removal, enclosure or encapsulation of asbestos or asbestos-containing material.
- ii. Standards for the licensure of persons, firms, corporations or other entities who or which enter into, engage in or work at the business of

removal, enclosure or encapsulation of asbestos or asbestos-containing material, and for the certification of asbestos workers, supervisors, consultants, providers of asbestos analytical services, and others performing asbestos work.

- iii. Standards for the certification of entities engaged in the business of training others, where such training is a condition of licensure or certification.

Please contact the Massachusetts Division of Occupational Safety for **all** licensing and training questions. The following is contact information for Massachusetts Division of Occupational Safety's Asbestos Program:

Massachusetts Division of Occupational Safety
Charles Hurley Building
19 Staniford Street, 2nd Floor
Boston, MA 02114
Telephone: 617-626-6960
Fax: 617-626-6965
Web Site: www.mass.gov/dos

c. Personal Protection

It is recommended that private sector employees engaged in work operations involving asbestos cement pipe be provided with the medical monitoring and personal protective equipment specified in the OSHA Construction Standard for Asbestos, 29 CFR Part 1926.1101. Employees of the Commonwealth or any of its political subdivisions will be provided with the medical monitoring and personal protection specified in the USEPA Worker Protection Rule, 40 CFR Part 763, Subpart G and 453 CMR 6.15.

d. Handling Practices

Expose the asbestos cement pipe without disturbing the pipe. Excavate no closer than 6 inches of the pipe. Carefully uncover the remainder of the pipe by hand or with a shovel. An assessment should then be made to determine if the pipe is damaged, cracked or broken.

i. Not Damaged (intact and not deteriorated):

1. Place 6 mil (0.006 inch) thick polyethylene ("poly") sheeting under the asbestos cement pipe to prevent soil contamination.
2. Adequately wet the asbestos cement pipe with amended water using surfactant or liquid soap before and during removal to avoid creating airborne dust.
3. Remove the asbestos cement pipe to the nearest coupling (bell or compression fitting).
4. Slide the pipe apart at the joints (no saw cutting) or use other methods that do not cause the pipe to become friable or release asbestos fibers.
5. Wrap the wet asbestos cement pipe in two layers of 6 mil polyethylene sheeting, seal with duct tape and label in

accordance with OSHA requirements². This can be done in the trench or adjacent to the trench.

6. Refer to Section e for packaging, labeling and disposal requirements.
- ii. Damaged (not intact, deteriorated, or when saw cutting and/or tapping is necessary)
1. Place 6 mil (0.006 inch) thick polyethylene (“poly”) sheeting under the asbestos cement pipe to prevent soil contamination.
 2. Adequately wet asbestos cement pipe with amended water where cutting or breaking will occur.
 3. Saw cutting of asbestos cement pipe shall only be conducted within a “mini-containment” in accordance with 310 CMR 7.15 and DOS regulations at 453 CMR 6.00 unless such activity is conducted using HEPA exhausted, shrouded cutting equipment.
 4. Wrap wet asbestos cement pipe in two layers of 6 mil polyethylene sheeting, seal with duct tape and label. This can be done either in the trench or adjacent to the trench.
 5. Manage wrapped asbestos cement pipe, polyethylene sheeting and any other material contaminated with visible asbestos debris as ACWM in accordance with 310 CMR 7.15 and 310 CMR 19.061.
 6. Refer to Section e for packaging, labeling and disposal requirements.

e. Packaging, Labeling, and Disposal

All asbestos containing waste material (ACWM) must be packaged, labeled and disposed of in accordance with 310 CMR 7.15 and 310 CMR 19.061.

- i. Properly wrapped and labeled ACWM pipe as well as all other containerized ACWM and debris must be placed in a roll-off container(s), or covered trucks, trailers or vans that are lined with 2 layers of 6 mil polyethylene sheeting.
 1. The container should be an enclosed leak-tight container and locked having proper labels and Department of Transportation (DOT) placards as required.
 2. If open top roll-off containers are used, they must be properly sealed, labeled and secured inside a locked fenced area to prevent access by unauthorized personnel and covered to prevent water accumulation.
- ii. Package, transport and dispose of ACWM in accordance with local, state, and federal regulations.
- iii. Complete waste shipment records must be retained by the owner, municipality or contractor for 2 years.
- iv. Dispose of ACWM at a landfill permitted to accept ACWM.

² Here and throughout this Guidance Document, “label”, “properly labeled” or “labeled” means in accordance with MassDEP’s Asbestos Regulations at 310 CMR 7.15, EPA’s Asbestos NESHAP 40 CFR Part 61, Subpart M, and OSHA Asbestos Standard at 29 CFR 1910.1001 and 29 CFR 1926.1101.

FREQUENTLY ASKED QUESTIONS ABOUT ASBESTOS CEMENT PIPE REMOVAL

1. What is Asbestos? Is it hazardous to your health?

Asbestos is a naturally occurring fibrous mineral consisting of any one of a number of silicates. Asbestos has been and is still used in a variety of products because of its physical properties, which make it resistant to heat, fire, and many caustic chemicals. Asbestos has been used extensively as fireproofing, an insulating agent, and for decorative purposes, among many other uses.

The physical properties that give asbestos its resistance to heat and decay are linked with several adverse human effects. Asbestos tends to break into a dust of microscopic fibers. Because of their size and shape, these tiny fibers can remain suspended in the air for long periods of time and can easily penetrate bodily tissue when inhaled or ingested. Because of their durability, these fibers can remain in the body for many years.

Asbestos is known to cause asbestosis and various forms of cancer. **Asbestosis** is a chronic disease of the lungs that makes breathing progressively more difficult, and can lead to death. Cancer can result from breathing asbestos fibers and **lung cancer** is the most frequent. **Mesothelioma**, an incurable cancer of the chest and abdominal membranes, almost never occurs without exposure to asbestos. Asbestos-related diseases have a long latency period and may not show up until 10 to 40 years after exposure. Each exposure increases the likelihood of developing an asbestos-related disease.

2. How do I know whether cement pipes contain asbestos?

Cement pipes used for public drinking water, waste water, roof drains or underground conduits may contain asbestos and should be handled in accordance with MassDEP's asbestos regulations and this guidance document if suspected or are confirmed to contain asbestos. It is the obligation of anyone removing materials that contain asbestos to handle them in accordance with applicable laws and regulations. Ignorance or avoidance of this responsibility does not remove this obligation.

If you want to be certain whether cement pipes do or do not contain asbestos, you can have the cement pipes tested by a certified laboratory. Material that contains 1% or more asbestos as determined by a laboratory using USEPA approved methods is regulated asbestos-containing material. You can hire an asbestos consultant or laboratory to collect a sample and have it analyzed. You also may collect the sample yourself and bring it to a certified laboratory for analysis. Prior to collecting samples, consult with the laboratory on how to safely collect the sample and how large the sample needs to be. The Massachusetts Division of Occupational Safety (DOS) licenses and certifies asbestos testing laboratories and other types of asbestos professionals. Visit DOS's website at www.mass.gov/dos or call DOS at 617-626-6960 for a list of licensed asbestos laboratories.

3. Does MassDEP have to be notified prior to beginning an asbestos cement pipe removal project?

Yes, except in cases of emergency situations (see Question number 4), MassDEP must be notified prior to removing asbestos cement pipes. Notification is required no matter who is doing the removal or how much asbestos cement pipe is being removed.

4. We have an emergency and the pipe(s) need to be repaired immediately. Can we make the necessary repairs prior to submitting notification to MassDEP?

Yes, this would be allowed through MassDEP's "emergency waiver process". A person(s) properly trained in accordance with Mass DOS regulations at 453 CMR 6.00 and OSHA regulations, can perform the work right away if you call your regional MassDEP office to obtain an emergency waiver of the ten (10) working day notification period (see response to question number 26 for appropriate MassDEP regional telephone numbers). Please contact MassDOS to determine what training requirements may be required.

If the emergency occurs after hours or on a weekend, leave a detailed message including your contact information on voice mail for the MassDEP inspector and proceed with the repairs as detailed in this document. You can then follow-up with MassDEP on the following business day. You will still be required to submit an asbestos notification form ANF-001 within 24 hours of the removal.

In addition you can also conduct the work without the required 10 working day notification period if you have a MassDEP approved asbestos blanket notification. Information regarding asbestos blanket notifications may be found under the heading "BWP AQ 05 - Application for Asbestos Blanket - Form and Guidance" at the following link: www.mass.gov/dep/air/approvals/aqforms.htm#asbestos.

5. Is there a notification form I should use?

Notification for asbestos removal must be made by completing and submitting to MassDEP the MassDEP approved Asbestos Notification Form ANF-001 (also known as BWP AQ-04). The Asbestos Notification Form is available on MassDEP's web site at www.mass.gov/dep/air/approvals/aqforms.htm#asbestos. The easiest way to file an asbestos notification is to file it online via MassDEP's website. See question number 10 below.

6. When must the notification be submitted?

The regulations require that the notification must be submitted at least 10 working days in advance of the start of the removal project. "Working days" do not include Saturdays, Sundays or any day that MassDEP offices are closed for business, such as legal holidays.

7. When does the 10 working day waiting period begin and end?

The 10 working day waiting period begins on the day you file an asbestos notification online (and receive confirmation of electronic submittal) or on the day MassDEP

receives an original paper hardcopy asbestos notification (ANF-001) at the MassDEP Boston office located at One Winter Street.

8. Will I be notified when I can begin the work?

No. Unless MassDEP contacts you with a statement of deficiencies about your notification, you can begin work on the "project start date" you specified on the Asbestos Notification Form ANF-001. When completing the ANF-001, be sure that the "project start date" falls after the 10 working day waiting period.

MassDEP recommends that you keep a copy of the completed ANF-001 that you file online or, if you file a paper copy, a copy that shows the number on the notification decal sticker you attached to the notification form prior to submitting the form to MassDEP.

9. Is a fee required for filing an asbestos notification?

MassDEP regulations (310 CMR 4.00, Timely Action and Fee Provisions) establish an \$85 fee per asbestos notification filed. However, cities, towns, counties, districts of the Commonwealth, municipal housing authorities, other state agencies and owner-occupied residential properties with four or fewer units, are not subject to asbestos notification fees.

10. How do I submit the ANF-001 to the MassDEP?

To submit an Asbestos Notification Form ANF-001, do one of the following:

1. File the ANF-001 online at MassDEP's website. If you have not already done so, register online with eDEP at:

www.mass.gov/dep/service/compliance/edeponlf.htm. It should take no more than five minutes to complete the registration process, and you can begin online filing of your notifications right away.

2. For paper filers, follow the mailing directions for the ANF-001 and mail the form (with attached notification decal³) to the specified post office box. Use either regular, certified or US Postal Service Express mail. Forms are picked up from the post office box every working day. Private delivery services cannot deliver to the Post Office box.

³ Fee decals may only be purchased in person at the reception area on the second floor of MassDEP's One Winter Street Boston Office. For fee-exempt asbestos removal jobs, EXEMPT notification decals may be picked up (free of charge) at the reception area of MassDEP's One Winter Street Boston Office or at any regional MassDEP office.

For decals requiring a payment, payment must be in the form of a check or money order made payable to "Commonwealth of Massachusetts." Cash and credit cards cannot be accepted.

Each notification decal contains a unique number that is used to track the notification. Forms without decals will not be accepted.

3. Hand deliver the ANF-001 (with attached notification decal) to the receptionist on the 2nd floor of MassDEP's Boston Office at One Winter Street, Boston, MA 02108.

11. Do I need to notify other government agencies in addition to the MassDEP?

You may be required to notify the local Building Department or Board of Health in the city or town where the asbestos is being removed. Always contact local officials to ask what notification or permits are required. Properly completing and submitting the ANF-001 to MassDEP satisfies state and federal notification requirements for this type of asbestos containing material.

12. Do I need to hire an asbestos contractor to repair and/or remove asbestos cement pipe?

Massachusetts Division of Occupational Safety's regulations at 453 CMR 6.00 contains the:

- i. Standards of competency for persons or entities engaged in or performing removal, enclosure or encapsulation of asbestos or asbestos-containing material.
- ii. Standards for the licensure of persons, firms, corporations or other entities who or which enter into, engage in or work at the business of removal, enclosure or encapsulation of asbestos or asbestos-containing material, and for the certification of asbestos workers, supervisors, consultants, providers of asbestos analytical services, and others performing asbestos work.
- iii. Standards for the certification of entities engaged in the business of training others, where such training is a condition of licensure or certification.

Please contact the Massachusetts Division of Occupational Safety for all licensing and training questions. The following is contact information for Massachusetts Division of Occupational Safety's Asbestos Program:

Massachusetts Division of Occupational Safety
Charles Hurley Building
19 Staniford Street, 2nd Floor
Boston, MA 02114
Telephone: 617-626-6960
Fax: 617-626-6965
Web Site: www.mass.gov/dos

13. Can I crush the asbestos cement pipe in the trench and place new pipe over it?

No, crushing of an ACM is prohibited under 310 CMR 7.15. Further, USEPA has determined that backfilling and burial of the crushed asbestos cement pipe would cause these locations to be considered active disposal sites and therefore subject to 40 CFR 61.154. Furthermore, if no additional asbestos-containing waste material is buried at the location for a year, the site would become an inactive waste disposal site subject to the requirements of 40 CFR 61.151(e) and 40 CFR 61.154(h).

Consequently, the owner of the land would be required to comply with the requirements for active and inactive waste disposal sites.

14. Can I “ream” or “pipe burst” new water supply pipe through existing asbestos cement pipe?

This is not allowed because reaming or pipe bursting through an existing asbestos cement pipe would cause the existing asbestos cement pipe to become crushed and “friable” (see response to question number 13 above).

15. What if the trench is filled with water and prevents the placement of polyethylene sheeting below the asbestos cement pipe (as required in Section IIc – Handling Practices)?

If the trench is filled with water, the placement of polyethylene sheeting as required in Section II.d – Handling Practices may be waived. However, any visible debris must be managed in accordance with Section II.e – Packing, Labeling and Disposal requirements.

16. What do we do with the water in the trench?

For work on the intact asbestos cement pipe(s) first try to pump the water out to a storm drain prior to any work. If there is substantial damage to the AC pipe and there are numerous pieces immersed in standing water then the contaminated water should be pumped out and filtered through a 5 micron filter before the water is discharged to a storm drain.

17. Am I required to remove asbestos cement pipe that will not be disturbed by repair or replacement activities?

MassDEP requires the removal of only asbestos cement pipe that is exposed and will be disturbed during repair or replacement activities.

When a section of asbestos cement pipe is being repaired or replaced the remaining portions of that pipeline are not required to be removed provided they are not exposed by excavation activity.

Additionally, if a section of asbestos cement pipe that is being actively used (e.g., an utility conduit) is exposed by excavation, but will not be impacted by the repair or replacement work, it may remain in left place and backfilled.

18. Where can I obtain the packaging and labeling materials?

The OSHA required asbestos warning labels and asbestos waste bags may be obtained from industrial supply houses, insulation supply houses, or may be purchased directly from licensed asbestos contractors. Polyethylene sheeting and duct tape are widely available from hardware, home supply and other stores.

19. Can I store asbestos cement pipe?

Temporary storage of asbestos cement pipe waste material that has been properly wetted, sealed and labeled shall not be stored for more than thirty (30) days.

Temporary storage of asbestos cement pipe waste material is permitted for up to thirty (30) days at a secured location within the district where the asbestos cement pipe was removed. The storage location shall be secured (e.g. locked fenced area) and maintained in accordance with all federal, state and local requirements. Contact local officials to determine if temporary storage of asbestos cement pipes is allowed in your municipality.

Virgin asbestos cement pipe is not considered an asbestos-containing waste material. As such virgin asbestos cement pipe is not subject to these temporary storage limitations. Measures should be taken to ensure that virgin asbestos cement pipe does not become deteriorated by constant exposure to the elements. Should asbestos cement pipe become deteriorated and not suitable for use, then it would be considered asbestos-containing waste material and subject to all the applicable packaging, labeling, storage and disposal requirements.

20. Can I dispose of the asbestos cement pipes with my other solid waste?

No. The asbestos cement pipes must be handled as a special waste (requiring proper packaging, labeling, and disposal) and may only be taken to a facility that is permitted to accept asbestos-containing waste material (ACWM).

21. How can I find a place to dispose of the asbestos cement pipes?

The best option is to hire a waste hauler or asbestos contractor to transport the asbestos cement pipes to a disposal facility. Many waste haulers and asbestos contractors are familiar with various disposal facilities and frequently transport wastes to out-of-state facilities permitted to accept ACWM.

You also can contact a landfill directly and arrange to transport the waste to the landfill yourself. As of the issuance date of this document, Northampton Landfill is the only landfill in Massachusetts that accepts ACWM and it does so on a case by case basis.

ACWM may not be sent to an incinerator or to a construction and demolition debris processing facility. As of the issuance date of this document, there are no Massachusetts transfer stations permitted to accept ACWM.

22. How do I find an asbestos waste hauler or asbestos contractor?

The Division of Occupational Safety (DOS) issues licenses to asbestos contractors and can provide you with a list of asbestos contractors having a valid license. Visit DOS's website at www.mass.gov/dos and click on "Asbestos Program" or call DOS at 617-626-6960. Asbestos waste haulers may be located in the Yellow Pages. Try looking under topics such as "Rubbish" or "asbestos." Any firm hauling ACWM must be registered with the Federal Highway Administration's Motor Carrier Division. Call the nearest regional MassDEP office for additional help.

23. Can I transport the asbestos cement pipes myself?

Waste that has been packaged and labeled in accordance with Section II.e. – Packaging, Labeling and Disposal, may be transported in a covered truck, trailer or van to **a secured location within the district where the asbestos cement pipe was removed for temporary storage as outlined in question 19.** If a van is used, the waste should be transported in a compartment separate from the driver or passenger seats. A pick up truck bed should be covered with an impermeable tarpaulin cover and secured so that it does not allow the accumulation of rain water. The waste containers should not be loaded above the side rails in any truck or trailer.

24. Is there any paperwork required for transporting the asbestos cement pipes?

Yes. The U.S. EPA’s National Emission Standard for Hazardous Air Pollutants (NESHAP) for asbestos requires that a Waste Shipment Record (WSR) document all ACWM transport. Waste hauling companies and/or asbestos removal companies have these forms. The WSR must be signed by each company or person involved with removal, transportation and disposal of the ACWM, including the facility owner or “generator” of the asbestos. The asbestos removal contractor or persons conducting the AC pipe removal must ensure that a copy of the WSR is returned to the generator within 35 days of the date of the asbestos cement pipe removal. If the ACWM generator does not receive the WSR in that time then the generator should contact the transporter and the nearest MassDEP office. WSRs that the generator receives from the transporter should be maintained in your files for at least 2 years. Landfills also need to retain a copy of the WSR form for its records. The completed WSR is not required to be submitted to any regulatory agency but MassDEP may request a copy of the WSR from the owner of the asbestos containing waste material or the contractor who removed and disposed of it.

The U.S. Department of Transportation (DOT) requires that transporters of more than one pound of asbestos carry identification papers for all shipments. The state police enforce this requirement.

25. Does MassDEP have a document containing general information about asbestos?

Yes. “Asbestos Information and Resource Guide” is available on MassDEP’s website at www.mass.gov/dep/air/asbguid.htm. The guide includes contact information for various government agencies responsible for asbestos, a list of regulations governing asbestos, and general information about asbestos and asbestos removal.

26. How do I contact MassDEP for more information?

For more information on asbestos or other environmental issues, please click on MassDEP’s website at www.mass.gov/dep/about/contacts.htm or contact the following MassDEP officials:

Boston:

James McQuade – Asbestos Program Coordinator

Tel. 617-348-4095

E-mail: James.McQuade@state.ma.us

Central Region

Gregg Levins

Tel. 508-767-2768

E-mail: Gregory.Levins@state.ma.us

Northeast Region

John Macauley

Tel. 978-694-3262

E-mail: John.Macauley@state.ma.us

Southeast Region

Andrew Cooney

Tel. 508-946-2844

E-mail: Andrew.Cooney@state.ma.us

Western Region

Robert Shultz

Tel. 413-755-2210

E-mail: Robert.Shultz@state.ma.us

27. How do I contact Massachusetts DOS for more information?

For more information on Massachusetts DOS asbestos training, certification and/or licensing requirements, please contact:

Massachusetts Division of Occupational Safety

Charles Hurley Building

19 Staniford Street, 2nd Floor

Boston, MA 02114

Telephone: 617-626-6960

Fax: 617-626-6965

Web Site: www.mass.gov/dos

SAMPLE WASTE SHIPMENT RECORD

Generator	1. Work site name and mailing address		Owner's name	Owner's telephone no.
	2. Operator's name and address			Operator's telephone no.
	3. Waste disposal site (WDS) name, mailing address, and physical site location			WDS phone no.
	4. Name, and address of responsible agency			
	5. Description of materials		6. Containers No. Type	7. Total quantity m ³ (yd ³)
	8. Special handling instructions and additional information			
	9. OPERATOR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and government regulations.			
	Printed/typed name & title		Signature	Month Day Year
	10. Transporter 1 (Acknowledgment of receipt of materials)			
Transporter	Printed/typed name & title		Signature	Month Day Year
	Address and telephone no.			
	11. Transporter 2 (Acknowledgment of receipt of materials)			
	Printed/typed name & title		Signature	Month Day Year
Address and telephone no.				
Disposal Site	12. Discrepancy indication space			
	13. Waste disposal site owner or operator: Certification of receipt of asbestos materials covered by this manifest except as noted in item 12.			
	Printed/typed name & title		Signature	Month Day Year

(Continued)

Figure 4. Waste Shipment Record

INSTRUCTIONS

Waste Generator Section (Items 1-9)

1. Enter the name of the facility at which asbestos waste is generated and the address where the facility is located. In the appropriate spaces, also enter the name of the owner of the facility and the owner's phone number.
2. If a demolition or renovation, enter the name and address of the company and authorized agent responsible for performing the asbestos removal. In the appropriate spaces, also enter the phone number of the operator.
3. Enter the name, address, and physical site location of the waste disposal site (WDS) that will be receiving the asbestos materials. In the appropriate spaces, also enter the phone number of the WDS. Enter "on-site" if the waste will be disposed of on the generator's property.
4. Provide the name and address of the local, State, or EPA Regional office responsible for administering the asbestos NESHAP program.
5. Indicate the types of asbestos waste materials generated. If from a demolition or renovation, indicate the amount of asbestos that is
 - Friable asbestos material
 - Nonfriable asbestos material
6. Enter the number of containers used to transport the asbestos materials listed in item 5. Also enter one of the following container codes used in transporting each type of asbestos material (specify any other type of container used if not listed below):
 - DM - Metal drums, barrels
 - DP - Plastic drums, barrels
 - BA - 6 mil plastic bags or wrapping
7. Enter the quantities of each type of asbestos material removed in units of cubic meters (cubic yards).
8. Use this space to indicate special transportation, treatment, storage or disposal or Bill of Lading information. If an alternate waste disposal site is designated, note it here. Emergency response telephone numbers or similar information may be included here.
9. The authorized agent of the waste generator must read and then sign and date this certification. The date is the date of receipt by transporter.

NOTE: The waste generator must retain a copy of this form.

(continued)

Figure 4. Waste Shipment Record

Transporter Section (Items 10 & 11)

10. & 11. Enter name, address, and telephone number of each transporter used, if applicable. Print or type the full name and title of person accepting responsibility and acknowledging receipt of materials as listed on this waste shipment record for transport. Enter date of receipt and signature.

NOTE: The transporter must retain a copy of this form.

Disposal Site Section (Items 12 & 13)

12. The authorized representative of the WDS must note in this space any discrepancy between waste described on this manifest and waste actually received as well as any improperly enclosed or contained waste. Any rejected materials should be listed and destination of those materials provided. A site that converts asbestos-containing waste material to nonasbestos material is considered a WDS.
13. The signature (by hand) of the authorized WDS agent indicates acceptance and agreement with statements on this manifest except as noted in item 12. The date is the date of signature and receipt of shipment.

NOTE: The WDS must retain a completed copy of this form. The WDS must also send a completed copy to the operator listed in item 2.

Figure 4. Waste Shipment Record