



ASBESTOS ABATEMENT SITE CHECKLIST FOR PROJECT MONITORS

Asbestos Project Monitors typically perform certain core activities as a building owner's representative to evaluate contractor or worker compliance with applicable rules, regulations or specifications. The following checklist identifies key points for project monitors when arriving at the asbestos work site:

1. **CHECK LICENSES AND TRAINING CERTIFICATES:** Verify that each person at the work site has a valid, current DLS license and a current training certificate. Anyone without a valid current DLS license and current training cannot be on site, and cannot conduct asbestos abatement. Document the name and license number of anyone without a license or with an expired license, and without training or expired training.
2. **DAILY SIGN IN LOG SHEET:** The sign in log must be dated, have the name and address of the facility, and the name, signature and license number of each person in the work area. The project monitor needs to sign the contractor's daily sign in log to verify his/her presence at the work site.
3. **NOTIFICATION:** Ask for an active MassDEP notification. Check the expiration date and the amount of asbestos to be removed. The notification may have expired or will expire before the work can be completed, and an extension may be needed. The amounts and types of asbestos on the notification may not be representative of the current scope of work.
4. **WARNING SIGNS:** Warning signs must be posted at each entrance to the work area once the Asbestos Contractor takes charge of the site and begins preparation for asbestos abatement. The warning signs demarcate a regulated area and are intended to prevent unauthorized persons from entering the space where workers are pre-cleaning, installing critical barriers, hanging poly or glovebags, etc.
5. **DECONTAMINATION FACILITY:** A decon unit with a shower or water must be present at the work site. A method for collecting dirty water must be present.
6. **CONTAINMENT INTEGRITY:** Observe the exterior of the containment and the negative air exhaust tubes for any holes or breaches. Observe that the negative air machines are running and that critical barriers are intact.

Following these Key Points, in addition to the applicable state and federal regulations, can assist the Contractor, Supervisor and Workers in maintaining compliance with 454 CMR 28.00. Written Warnings, Civil Citations and Civil Penalties may be issued for violations of the DLS regulation.