

**UNIVERSITY OF ROCHESTER  
ENVIRONMENTAL HEALTH & SAFETY**

<b>Policy No.: AC002</b>	<b>Approved by: Mike Liberty</b>
<b>Title: Asbestos Containing Material Window Glazing Inspection</b>	<b>Date: 9/10/2021</b>
<b>Revision No.: 2</b>	<b>Page 1 of 2</b>
<b>Prepared by: Dan Ziegler</b>	

**I. PURPOSE**

This procedure establishes the process to perform visual inspections of the encapsulation material and glazing on SMD windows.

In 2014, 524 windows were encapsulated with clear caulk over the ACM window glazing that was in poor condition in building 104, School of Medicine and Dentistry. The encapsulated windows will be visually surveyed/inspected by the University Asbestos Control Group to verify the integrity of the glazing. This survey will be done annually & include 100% encapsulated windows in each quadrant of Building 104 & R-Wing, (225 windows)

**II. PERSONNEL AFFECTED**

Asbestos Control Group who will conduct/complete inspection

UR Medical Facilities who will review resulting report and determine next step after consulting with Asbestos Control Group

**III. DEFINITIONS**

*ACG* – Asbestos Control Group, a unit of Occupational Safety, part of the Environmental Health & Safety department

*ACM* - Asbestos Containing Material

*FAMIS* - Facilities Work Order Management System

*MC* - Medical Center

*PACM* - Potential Asbestos Containing Material

*PM* - Preventive Maintenance

*SMD* - University of Rochester School of Medicine and Dentistry

**IV. RESPONSIBILITIES**

The UR Asbestos Control Group will be responsible for visual inspection of 100% of the identified windows of concern. Windows with air conditions units installed in them are identified as a higher priority and inspections might be increased.

**V. PROCEDURES**

1. Acceptance criteria of inspection as identified in Section VI References
2. Area to be surveyed is determined and drawings are made available
3. Schedule survey
4. Develop and send a communication to department contacts that may be affected by the survey.
5. Notify UR MC Facility's for any seals found degraded or needing repair.

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**VI. REFERENCES**

Condition of encapsulated window glazing to be considered intact is designated by the integrity of the caulk sealant used to encapsulating the asbestos glazing between the glass and window frame must be undisturbed.

**VII. REVISION HISTORY**

Date	Revision No.	Description
4/8/2015	New	To describe the process for the ACG to inspect windows where PACM caulk as been repaired in the Medical Center.
6/27/2018	1	Updated policy language
9/10/2021	2	Triennial Review