



**Department of
Environmental
Protection**

59-17 Junction Boulevard
Corona, New York
11368-5107

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Commissioner**

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**NEW YORK CITY
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**NOTICE TO BUILDING OWNERS
LOCATED SOUTH OF 14TH STREET, MANHATTAN**

**Building Maintenance Issues Involved in
Reopening Buildings Closed Since Tuesday**

- **Air Circulation Systems:** Building owners are advised that air circulation systems not operated since Tuesday must have their filters replaced before the system is restarted. Systems should be run on a recirculated air setting and not on fresh air, if possible, until the WTC fire is extinguished.
- **Asbestos or other Hazardous Materials situations:** Owners/managers should have possible contamination problems, indoors or at roofs, reviewed by competent professionals (i.e., R.A.s, P.E.s, Asbestos Inspectors, etc.) prior to beginning clean-up of buildings with maintenance personnel. Where no problems are noted, proceed with clean-up. Where problems (i.e., HazMat) are noted, contact DEP as indicated below.
- **All issues regarding air asbestos and/or hazardous material clean-up** should be directed to the Department of Environmental Protection's complaint center at 1-718 DEP-HELP (337-4357). Help center operators will refer your call to Asbestos and Hazardous Materials staff from 8:00 a.m. to 8:00 p.m. every day including weekends until such time as the Mayor's office declares the emergency over. Staff will review each case individually on the telephone and verbally approve clean-up activities--paperwork to follow. Emergency situations which arise outside of these time frames will be handled by help center staff taking down the caller's name and contact phone number and notifying personnel on stand-by who will then contact the caller directly.
- **Open Water tanks:** Building owners are advised that water tanks not operated since Tuesday must be completely drained from the collar, flushed, cleaned, refilled and plumbing systems flushed before having the building reoccupied. You should contact the water tank cleaner who normally performs this yearly operation for you to arrange for this cleaning, if possible.
- **All other water pressure, sewage, noise and air quality complaints** should be directed to 1-718-DEP-HELP.





ROSE MARABETTI
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Jim Luke
DOH (646)-
879-2709

(Call only if really necessary) →

9/22/01

- 1) Due to heavy rain the particulates in the air have dissipated - No need to worry
- 2) Water in lower Manhattan tested yesterday - It is clean.
- 3) Battery Park City residents - Their water has been continually running; Tank should be cleaned though.
Also, Tenants should run all the taps in the apt until water runs clean
- 4) DEP - gives status on asbestos in air - Bldg. owners shld. have an R.A., or P.E., Asbestos inspectors review indoor asbestos contamination Prior to any clean up.

NYPD Guide for Contractors and Building Personnel

Initial Procedure to Obtain Access:

Building owner with proof of ownership of building or right to occupy same (e.g. deed, ground lease) or building manager with management agent registration or other proof of authority to act on the owner's behalf must meet with contractor and together go to NYPD access van at Broadway and Fulton Streets. Owner, manager and contractor must also have personal photo identification. All must speak to NYPD inspector in charge, present personal ID and building credentials. Owner or managing agent will be required to sign a police release form issued by NYPD whereby owner assumes liability for the building, its contents and occupants. Upon NYPD satisfaction of proof of ownership/management authority and all photo ID, NYPD may, in its sole discretion, make arrangements with the owner and contractor and NYPD to establish a checkpoint and time for access for contractor and its crew.

Work Crew Access Procedure:

The contractor is responsible for assembling the entire work crew at the established checkpoint at the appointed time.

Each crew member must have its own photo ID, and ID establishing its employment by the contractor (including social security number).

Once NYPD has inspected and approved all ID, NYPD will escort the contractor and the entire crew to the building.

This Work Crew Access Procedure will be repeated each day access is required.

Procedure for Contractor Vehicles for Work Crews and Equipment:

The contractor is responsible for assembling all vehicles requiring access for the workday at South and Pike Streets. Contractor's crew chief will then go to the access van at Broadway and Fulton Streets and notify the NYPD inspector in charge that all vehicles are ready and waiting at South Street.

The crew chief will then ride with NYPD to South and Pike Streets where all vehicles will be inspected and all personnel ID will be checked. Upon NYPD's satisfactory inspection and approval of all vehicles and personnel, NYPD will escort the contractor's vehicles to a checkpoint at the perimeter of the restricted area. Any other personnel joining the crew at that time will have to present proper ID at that point. Contractor may be required to undergo another overall vehicle and ID check at that time. Once NYPD is satisfied and clears the vehicles and personnel for admission into the restricted area, NYPD will escort the contractor vehicle(s) to the worksite. This procedure must be followed each and every time the contractor requires vehicular access to the site.

CONTRACTORS MUST HAVE SUCCESSFULLY COMPLETED NYPD'S INITIAL PROCEDURE TO OBTAIN ACCESS BEFORE WORK CREW AND VEHICLE ACCESS WILL BE PERMITTED!

9/22/01



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Bureau of
Environmental Compliance
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To: Building Owners

From: R. Radhakrishnan, P.E.

Date: September 14, 2001

Subject: Clean-up of Asbestos-containing Material

Building owners or their representatives instituting clean-up activities of areas affected by the World Trade Center attack should follow these procedures:

1. Minimal dust accumulations (light coating) can be cleaned using wet methods and/or vacuums equipped with HEPA filters.
2. HVAC-system filters should be replaced prior to re-occupancy.
3. Accumulations of dust that include pieces of debris must be sampled by a NYC-DEP certified investigator or NYS-DOL inspector to determine whether the material is asbestos-containing material (ACM) or it may be assumed to be ACM. Wipe sampling and/or micro-vacuum sampling are not recognized methods for asbestos sampling and should not be used. Bulk sample analysis (PLM) must be performed by laboratories with ELAP accreditation.
4. Only individuals certified by the NYC-DEP as asbestos handlers can handle dust and debris accumulations identified to be ACM or asbestos-contaminated objects. ACM is any material containing more than one percent asbestos. All work shall be performed in accordance with Title 15, Chapter 1 of the Rules of the City of New York.
5. Emergency telephone notification must be provided to the Department. The telephone notification must include the name affiliation, and telephone number of the caller; the exact location including street address, floor, and surface types to be cleaned; the name, address, and telephone number of the NYS DOL licensed asbestos contractor handling the material; and the starting date. The Asbestos and Lead Control Program (ALCP) may be reached via (718) DEP-HELP (24 hrs/7days).
6. A scope-of-work including the information outlined in number 3 above and the procedures to be employed should be faxed to the ALCP at fax number (718) 595-3744 or (718) 595-3648. The Department will review plans, provide assistance, and offer recommendations. Our staff will be available to answer your questions from 8:00 a.m. to 8:00 p.m. seven days per week. A field office has been set up to expedite on-site assistance if necessary.
7. Remote showering units shall be acceptable. The area where the installation is proposed shall be pre-cleaned using wet wiping and/or HEPA vacuuming procedures. The location of the unit shall be specified in the scope of work

(over)



submitted to the DEP. The unit should be set up so as to avoid tracking of materials into already cleaned areas.

8. Isolation barriers shall be installed between unaffected areas and areas to be cleaned.

9. A third party, who is independent of the asbestos abatement contractor, must perform air sampling and analysis. Any person(s) who conducts sampling must possess a valid NYS Asbestos Project Air Sampling Technician Certificate. Air sampling must be performed in accordance with the requirements set forth in Title 15, Chapter 1 of the Rules of the City of New York.

10. An "Asbestos Inspection Report" form, ACP 7, shall be submitted directly to the DEP within one-week. The ACP 7 must list the emergency clean up quantities in item 30.

11. Please note, the disturbance/ removal of in place material in the work place is not permitted during clean-up activities unless the Department specifically determines the need to abate damaged in place as part of the clean up. The emergency phase of the project must be completed prior to in place ACM abatement.

If you have any questions or require clarification, please do not hesitate to call the Department at (718) DEP-HELP (24 hrs/7days).



PUBLIC HEALTH ADVISORY CONCERNING AIR QUALITY IN THE AFFECTED AREA OF THE WORLD TRADE CENTER DISASTER

The NYC Department of Health (DOH), in collaboration with the City, State, and Federal agencies, is closely monitoring and analyzing air quality data in the wake of the World Trade Center disaster. Following the collapse of the Twin Towers, significant quantities of smoke and dust have been released into the air. The plume of smoke contained dust, ash, soot, and other burning materials present at the site.

In general, dusts can cause respiratory symptoms and eye and throat irritation. Because dust will continue to remain in the air during the ensuing clean-up efforts following the World Trade Center disaster, residents in the vicinity of the World Trade Center are encouraged to take precautions when they return to their homes.

What are the Recommendations for Residents Living in Lower Manhattan?

All residents in the immediate vicinity of the World Trade Center - particularly those who live the area bounded by Warren Street to the North, Broadway to the East, the Hudson River to the West, and Exchange and Thames Streets to the South - should take the following precautions when they return to their homes:

- ! Avoid unnecessary outdoor strenuous activity;
- ! Avoid sweeping or other outdoor maintenance;
- ! Keep dust from entering the home (e.g., remove shoes before entering the home);
- ! Keep windows closed;
- ! Set the air conditioner to recirculate air (closed vents), and clean or change the filter frequently;

What should I do if I experience respiratory symptoms?

Dust and other particulate matter have the greatest impact on persons with underlying respiratory conditions. Such individuals may experience chest tightness, wheezing, and shortness of breath. Anyone who has difficulty breathing should consult their physicians, especially those with underlying respiratory conditions. People with asthma may need to increase their usual medical treatment with more frequent use of bronchodilators, and should consult their physicians if necessary.

If I experience any eye irritation what should I do?

Ocular saline solutions or tap water may be used to rinse eyes irritated by dust. All persons should avoid wearing contact lenses while in the affected area.

What are the health effects of asbestos?

Destruction of the World Trade Center buildings released large amounts of dust and ash, some of which contained trace amounts of asbestos. Based on the asbestos test results received thus far, the general public's risk for any short or long term adverse health affects are very low. Residents who live near the affected area are not at risk of developing asbestos-related illness following the collapse of the World Trade Center buildings.

In general, asbestos-related lung disease general results only from intense asbestos exposure experienced over a period of many years, primarily as a consequence of occupational exposures. The risk of developing an asbestos-related illness following an exposure of short duration is very low.

What measures are being taken to protect the rescue workers?

Rescue workers have been equipped with half-face masks, goggles, and protective clothing to reduce their exposure to dust and other particulate matter while working in the blast zone.

How can I clean up dusts in or near my home or office?

The best way to remove dust is to use a wet rag or wet mop. Sweeping with a dry broom is not recommended because it can make dust airborne again. Dirty rags should be put in plastic bags while they are still wet and bags should be sealed and discarded (cloth rags can be washed, see instructions below). Rags should not be allowed to dry out before bagging and disposal or washing. Because the dust particles are so small, standard vacuuming is not an efficient way to remove the dust. High efficiency vacuums, which are now widely available in stores, should be used to remove dust. Carpets and upholstery can be shampooed, then vacuumed.

Persons should shower to rinse off any dust from hair and skin. Dusty clothes should be washed separately from other clothing. Pets can be washed with running water from a hose or faucet; their paws should be wiped to avoid tracking dust inside the home. To clean plants, rinse leaves with water. *Throw away* any food that may have been contaminated with dust. Food in cans, jars or containers with tight-fitting lids do not need to be discarded. However, if there is dust present on the exterior of vacuum-sealed food containers, just wash the can or jar with water and wipe it clean. **If in doubt, throw it out.**

Air purifiers may help reduce indoor dust levels. High efficiency air purifiers are superior to other models in filtering the smallest particles. Air purifiers are only useful for removing dust from the air. They will not remove dust already deposited on floors, shelves, upholstery or rugs. Keep windows closed when using an air purifier.

Do pregnant women and young children need to take additional precautions?

No. Pregnant women and young children do not need to take additional precautions

Services and Business Assistance Center 80 Maiden Lane Resource Contacts

Continuous Updates

www.nyc.gov

Business Assistance Hotline

718-403-2220

Building Status/ Access

The area east of Nassau / Broad Street will be open Monday morning (9-17-01). Information on additional openings is not yet available.

Check local media, www.nyc.gov or call the Business Assistance Hotline listed above for updates

Office Space and Business Services

Real Estate

Submit e-mail to spacebank@rebny.com to request assistance with specific real estate needs. Hotline 212-621-9502/9517 or 212-952-7621

Business/Relocation Hotline

718-403-2220

Financing Assistance

www.nycif.org

Walk-in Business Services

633 3rd Avenue, Empire State Development Corporation

NYC Dept. of Environmental Protection Hotline (Air, Water, Noise, and Hazardous materials) 718-DEP-HELP (337-4357)

NYC Dept. of Buildings 212-871-9438

NYC Dept. of Health 212-447-2676

FEMA (Federal Emergency Management Agency) 1-800-462-9029

Pets/Residential Inquiries 212-876-7700

Donations c/o the NYS Emergency Management Office 1-877-870-4278

American Red Cross 1-877-RED-CROSS (733-2767)

September 20, 2001



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9/22/01

To have one's apt. Tested for asbestos,
 Tenant should / or owner of bldg. should
 hire either 1) a "Certified
 Investigator" — certified by NYCDEP,
 or 2) a "Certified Inspector" —
 certified by NYS Dept. of Labor.
 In both cases (Cert. Investigator +
 Cert. Inspector) need be certified
 by NYCDEP as a Air Technician

Call 718-NYC-DEP-HELP +
 They will connect you to an
 Asbestos person at DEP.

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