

14018

Name of Operator Rose Marabetti Date: 4/6/02 Time: 2:25pm

Category: (circle one)

Environment

Cleaning

Health

Indoor Air

Specific Contaminant

School

Old WTC

Other _____

IAQ

Question:

About reimbursement for IAQ Testing
or house.

Answer:

I gave him #s of WTC Relief (1-800-456-8369);
Cardinal Lee (1-212-504-6000); and several others. Also referred
him to DEP website for licensed Air Monitoring Cos.

Comments:

Caller Information:

PII

Follow up:

Referral/Follow-Up Needed? (circle one)

YES

NO

Referral Agency/Organization:

DEP / DOH

DEP Reference # _____

Also filed

in IAQ

X

Name of Operator Rose Marabotti Date: 3/26/02 Time: 11¹⁵

13734

Category: (circle one)

<u>Environment</u>	Cleaning	Health	Indoor Air
Specific Contaminant	School	Old WTC	Other _____

Question: Had general questions about air quality
in area. (I read him the USEPA Press Release, which had
just come in) -

Answer: Will fax him material on cleaning dust + other
house keeping information.

Comments:

Caller Information:

PII

Work FAX

Referral/Follow-Up Needed? (circle one) YES NO

Referral Agency/Organization: DEP

DEP Reference # _____

3/26/02
 Faxed material +
 called PII
 left message on his
 Vm

Fax:2127045142

**** Transmit Conf. Report ****

P.1

Mar 26 2002 19:44

Telephone Number	Mode	Start	Time	Page	Result	Note
99668592	NORMAL	26,19:41	2'48"	9	* O K	

FAX COVER SHEET

3/26/02

From: LOWER MANHATTAN
AIR QUALITY HOTLINE
212-221-8635

To: PII

Fax Number: (212) 966-8592

9 Pages (including cover sheet)

Comments: PII - There is some information regarding routine cleaning from your home & addressing dust in your home or business. In addition, I've included the Press Release from the USEPA regarding the...

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PII

There is some information regarding routine cleaning from your home + addressing dust in your home or business. In addition, I've include the Press Release from the USEPA regarding further clean up of roofs + facades of buildings and the ATSDR + NY State Dept. of Health are planning to expand their indoor air quality study done from 11/01 - 12/21/01.

Also can get info on EPA website - www.epa.gov/region2

Rose
Lower Manhattan Air
Quality Hotline
(212) 221-8635

**Mayor's Office of Environmental Coordination,
New York City Department of Health,
New York City Department of Environmental Protection
Respond to the World Trade Center Disaster**

FACT SHEET FOR ROUTINE CLEANING OF HOMES

The collapse of the World Trade Center (WTC) caused dust, soot, ash, and other building materials to enter into some buildings and homes in the surrounding area. The dust, etc. generated by the collapse of the WTC is composed primarily of common building materials, which include components of concrete, silica, calcite, gypsum, mica, metals, fibrous glass (a type of man-made mineral fiber), and asbestos. Because cleanup work continues at the site, dust can still be a concern for some residents, making regular and frequent cleaning important for the safe occupancy of buildings in the lower Manhattan area. Dust can irritate your eyes, nose and throat. Dust can also cause cough, shortness of breath and wheezing in some people. The cleaning methods described in this fact sheet are appropriate for the routine removal of particulate and fibrous constituents of the dust (additional information concerning the health effects of the dust constituents and the results of air monitoring being conducted by various governmental agencies may be found at the websites listed at the end of this fact sheet). The following information provides guidance to tenants and building owners on routine cleaning responsibilities and procedures.

Building Owner Responsibilities

In September, building owners were advised to take the following steps prior to re-occupancy. Please refer to the Department of Health (DOH) and Department of Environmental Protection (DEP) links listed at the conclusion of this fact sheet for additional information on initial entry and re-occupancy advisories.

- Assess debris for possible hazardous material contamination, including asbestos;
- Replace filters on air circulation systems and run systems on recirculation settings where possible;
- Drain, flush, clean, and refill open water tanks and flush plumbing systems;
- Clean building grounds and exteriors, including rooftops;
- Clean common indoor areas; and
- Ensure that general building services such as heat, water, electric, and gas were provided.

Due to changing conditions and continued activity at the WTC site, building owners should continue to:

- Periodically assess the condition of building exteriors and air conditioning systems for cleanliness;
- Periodically re-clean areas where necessary;
- Discuss building-related cleaning concerns with tenants and determine mutually satisfactory resolutions;

- Provide tenants information on how buildings were initially assessed and cleaned;
- Provide tenants with the results of any testing performed; and
- Follow the guidelines for proper cleaning described below.

Tenants

Many aspects of the general advisements issued in September also apply to tenants. Tenants should:

- Continue to clean their own interior living spaces and terraces once any common building concerns that may interfere with interior living space cleanup have been addressed by the owner;
- Follow the guidelines for proper cleaning described below; and
- Share information with building owners.

The DOH and DEP will respond to any additional or continuing concerns or questions building owners and tenants may have. City agency contact information is listed below.

Routine Cleaning Procedures in Homes

The following are recommendations for routine cleaning of minimal dust accumulation or a light coating of dust:

Hard Surfaces and Non-Porous Materials

- Use a wet/damp cloth or paper towel or wet/damp mop; or
- A high efficiency particulate air (HEPA) vacuum can also be used before wet wiping;
- DO NOT USE a broom, dust, or regular vacuum cleaner. A regular vacuum cleaner bag may throw the smaller dust particles from these surfaces into the air.

Carpets, Upholstery, and Other Materials that Cannot Be Cleaned with Wet Wiping

- Use a HEPA vacuum only;
- Wash fabrics with heavy accumulations of dust two times; and
- If you do not have a HEPA vacuum, ask your building management company for one. Additionally, the Red Cross may be able to provide financial assistance to you (if you live below Canal Street) for the purchase of a HEPA vacuum. For more information, call the Red Cross Disaster Relief Help Line at (877) 746-4987.

Disposal of Materials

- Dispose of waste water in sink or toilet;
- Wash dirty mop heads or cleaning cloths intended for reuse separately from regular laundry; wash these materials after each use; and
- Place damp/wet disposable materials in plastic bags for disposal.

Personal Protection

- After cleaning, wash hands before eating, drinking, or smoking;
- Those who wear contact lenses may consider removing their lenses while

cleaning in order to avoid possible eye irritation;

- Rubber gloves or work gloves may be worn to reduce the possibility of skin irritation while cleaning; and
- Some people have reported irritation from airborne dust when they clean. The dust can cause irritation of your nose, throat, and lungs. If you experience irritation while cleaning and wish to use a dust mask, use an N-95 type disposable dust mask. These masks can be found at most local hardware and home improvement stores.

Dust Suppression and Control

- Outdoor surfaces, such as terraces, with small accumulations of dust can be cleaned by HEPA vacuuming or by wet mopping/wiping if the surface type allows;
- When cleaning terraces, take precautions to prevent dust from falling to sidewalk or other areas below;
- Clean frequently to minimize dust accumulation;
- Remove shoes before going inside and wipe shoes with damp cloth to clean off dust;
- Wipe pets' paws with a damp cloth before they come inside;
- The use of a HEPA air purifying device in living areas can be an effective way of reducing the amount of dust in the air. The HEPA units are sold in various sizes depending upon room size and are available at local hardware and retail stores. Some units are equipped with charcoal or carbon filters that can remove minor, nuisance-level odors. Additional information on the selection and purchase of residential air cleaning devices can be obtained from the Environmental Protection Agency's website at www.epa.gov/iaq/pub/resdair;
- Wash or change air conditioning filters on a frequent basis; and
- Seal gaps around windows and outer openings to prevent the introduction of dust and fine particles into the home.

For further information, please refer to the special hotline number or agency website listed below:

WTC Air Quality Hotline
Monday through Friday 11:00 AM - 7:00 PM
(212) 221-8635

New York City Department of Health
nyc.gov/health

New York City Department of Environmental Protection
nyc.gov/dep

For Professional Counseling Information and Referral Services:
Project Liberty
projectliberty.state.ny.us
1-800-LIFENET

DUST IN YOUR HOME/BUSINESS

Removing It and Reducing Your Exposure

Dust created from the collapse of the World Trade Center and surrounding buildings has found its way into homes and businesses throughout the region. Scientists have NOT proven whether this dust is or is not dangerous, but believe that caution should be used when cleaning your home/business to safely remove the dust.

Remember dust may be present on a surface even if you can not see it. *While somewhat costly, homes or businesses with excessive dust should seriously consider hiring a professional cleaning service.*

If you attempt to do your own cleaning, please follow the safety steps outlined below.

When cleaning, be sure to:

- ◆ Wear a dust mask and gloves. *Remember: Breathing in dust under normal conditions is not good for your lungs.*
- ◆ Wear old clothes and when finished be sure to wash them twice.
- ◆ Do not let children, the elderly or people with pre-existing health conditions (such as dust allergies, asthma or other respiratory illnesses) in your home/business while you are removing the dust.
- ◆ Clean everything in your home/business even if you do not see signs of dust. *Dust is made up of fine particles that can get into cracks and crevices.*

Click on the links below to learn the safe cleaning methods for each type of surface.

CARPET, RUGS and UPHOLSTERY

FLOORS

FOOD

HEATING AND AIR CONDITIONING SYSTEM

LINENS and CLOTHES

OTHER HARD SURFACES

TOYS

CARPET, RUGS and UPHOLSTERY

- DO NOT USE traditional vacuums or carpet sweepers. These cleaners are designed to pick up large pieces of dust and dirt. They will not collect the fine particles found in dust.
- If sofas, chairs, etc., have removable covers, wash them as recommended by the manufacturer.

CLEANING METHOD:

Step #1: WEAR a dust mask and gloves.

Step #2: SHAMPOO with a steam cleaner. *Be sure to continually change the water.*

Step #3: If you own or can rent/purchase a HEPA vacuum: When dry, VACUUM with HEPA vacuum.

If you don't own or can not purchase a HEPA vacuum: When dry, SHAMPOO again with less cleaning solution. *Be sure to continually change the water.*

FLOORS

- **DO NOT SWEEP SURFACES.** Sweeping will cause the dust to become airborne, settling once again on floors and other surfaces, which may then be breathed in.
- Floors include tile, linoleum or hardwood floors.

CLEANING METHOD:

- Step #1: **WEAR** a dust mask and gloves.
- Step #2: **MOP** or spray a cleaner appropriate for the surface onto a mop or rag to clean the floors.
Be sure to continually rinse your mop or rag. If using a bucket, do not rinse your mop or rag in the cleaning solution; either rinse in a separate bucket or a sink.
- Step #3: When dry, **WIPE** your floors with an electrostatic sweeper, such as a Grab-It or a Swiffer.

FOOD

- If possible, throw out any food items that were directly exposed to dust (i.e., fruit left out on tables or counters, dog or cat food left in bowls).
- Food items that were in sealed containers, i.e., jars, boxes, and not directly exposed to dust are fine.
Be sure to follow the steps below for the outside of the sealed containers.

CLEANING METHOD:

- Step #1: **WEAR** a dust mask and gloves.
- Step #2: **WET WIPE** the outside of all the containers using water or a cleaner appropriate for the surface. *Be sure to continually rinse your cloth/rag. If using a bucket, do not rinse your cloth/rag in the cleaning solution; either rinse in a separate bucket or a sink.*
- Step #3: When dry, **WIPE** the surface with an electrostatic cloth, such as a Grab-It or a Swiffer.

HEATING AND AIR CONDITIONING SYSTEM

- Do not turn on your heating or air conditioning system until all of the ducts and filters have been cleaned. Using these systems before cleaning will cause the dust to become airborne, settling once again on floors and other surfaces, which may then be breathed in.
- Check with your building owner or supervisor to be sure that the entire heating and air conditioning system, including ducts and filters, have been cleaned professionally.

CLEANING METHOD FOR DUCTS:

- Duct cleaning should be completed by a professional.

CLEANING METHOD FOR FILTERS ONLY:

- Step #1: **WEAR** a dust mask and gloves.
- Step #2: **REMOVE** the old filter carefully; try not to disturb the dust.
- Step #3: **REPLACE** the filter if it is disposable, and try not to disturb the dust. Or **CLEAN** the filter, if it is designed to be reused, using water or a cleaner appropriate for the filter.
- Step #4: If you cleaned your filter: When dry, **WIPE** your filter with an electrostatic cloth, such as a Grab-It or a Swiffer.

LINENS and CLOTHES

- **DO NOT SHAKE YOUR LINENS OR CLOTHES.** Shaking will cause the dust to become airborne, settling once again on floors and other surfaces, which may then be breathed in.

CLEANING METHOD:

- Step #1: **WEAR** a dust mask and gloves.
- Step #2: **CAREFULLY REMOVE** the linens and clothes from drawers or closets. Try not to disturb the dust.
- Step #3: **WASH** all items as specified by the manufacturer. *You may want to wash everything twice before wearing or using.*

OTHER HARD SURFACES

- **DO NOT DUST SURFACES WITH A DRY CLOTH/RAG-USE A WET WIPE.** Dusting with a dry cloth will cause the dust to become airborne, settling once again on floors and other surfaces, which may then be breathed in.
- Hard surfaces include tables, window blinds, shelving, lamps, walls, bathroom and kitchen counters, picture frames, dishes, pots and pans -- any surface that would traditionally collect dust.
- Pay special attention to places where food is prepared.

CLEANING METHOD:

- Step #1: **WEAR** a dust mask and gloves.
- Step #2: **WET WIPE** all surfaces using water or a cleaner appropriate for the surface. *Be sure to continually rinse your cloth/rag. If using a bucket, do not rinse your cloth/rag in the cleaning solution; either rinse in a separate bucket or a sink.*
- Step #3: When dry, **WIPE** your surface with an electrostatic cloth, such as a Grab-It or a Swiffer.

TOYS

- **CLEAN ALL OF YOUR CHILDREN'S TOYS BEFORE THEY PLAY WITH THEM.** This is especially important for toys that may be put into mouths.

CLEANING METHOD:

- Step #1: **WEAR** a dust mask and gloves.
- Step #2: **CAREFULLY COLLECT** all of the toys. Try not to disturb the dust.
- Step #3: **RUN** soft toys, such as stuffed animals, in the dryer to remove dust particles. *Be sure to clean out your dryer's dust guard.*
- Step #4: **WASH** all plastic and other hard toys with water to remove the dust.
- Step #5: **AFTER CLEANING**, store toys in sealed toy box or container to lessen further exposure.

MAR. 26. 2002 12:03PM

MAYOR'S PRESS OFFICE

NO. 1396 P. 2
1 212 2375 1.01/02



U.S. Environmental Protection Agency - Region

2

New Jersey, New York, Puerto Rico and the U.S. Virgin Islands
270 Broadway - New York, New York 10007-1846

www.epa.gov/region2

EPA - Mary Means 212-637-3669
NYC - Frank McCarron (OEM) 718-422-4888

FOR RELEASE: Monday, March 25, 2002

**FEDERAL, STATE AND CITY AGENCIES ANNOUNCE ACTIONS FOR LOWER
MANHATTAN AIR QUALITY**

(#02114) New York, New York - Today the Environmental Protection Agency (EPA), along with New York City and other federal and state agencies, announced additional actions to address outdoor and indoor air quality. As part of the overall effort to continue to protect air quality, DEP will remove residual debris from rooftops and facades with EPA's guidance. OSHA will work in a coordinated effort with the City and EPA to ensure the safety and health of the workers performing this cleaning.

EPA and New York City will expand the program to remove residual debris from rooftops and facades around the World Trade Center site. In addition, agencies will work to build on an indoor air study conducted in November and December. These actions are a result of the collaborative efforts of the EPA Administrator Christie Whitman's Task Force on Indoor Air and New York City Mayor Michael Bloomberg's Lower Manhattan Air Quality Task Force.

"Actions speak louder than words, and these actions will help increase confidence about outdoor and indoor air quality," said Jane Kenny, EPA Regional Administrator. "We have been working hand-in-hand with the city to resolve the public's health concerns."

"I am extremely pleased that EPA continues to work with the City to address concerns regarding air quality in Lower Manhattan," said incoming DEP Commissioner Christopher Ward.

Tests conducted since September 11th have indicated that there is no evidence of significant long-term health risks to residents and office workers from the air quality in Lower Manhattan. Inspectors from the City and EPA have surveyed area rooftops and facades identifying buildings where residual debris remains. As removal of debris from the World Trade Center site nears completion, City, State and Federal agencies are committed to continuing to protect and improve the downtown environment.

MAR. 26. 2002 12:03PM
MAR-26-2002 12:14

MAYOR'S PRESS OFFICE

NO. 1396 P. 3
1 212 100 2375 P. 32/02

City, state and federal health and environmental agencies are working collaboratively to continue to assess the cleaning that was conducted and determine testing criteria. Building on earlier tests, EPA will conduct field work to assess cleanup techniques and provide information for ongoing cleaning. The Agency for Toxic Substances and Disease Registry, with support from the New York City Department of Health and EPA, is planning to expand the indoor air study conducted in December 2001.

As these projects are developed, the Federal Emergency Management Agency (FEMA) will fund components that are eligible under its programs. As the agency responsible for coordinating federal assistance in support of the city's long term recovery efforts, FEMA is working closely with all concerned agencies.

Both the EPA and New York City Task Forces will work cooperatively to continue to protect air quality. The Lower Manhattan Air Quality Hotline (212-221-8635) will continue to be the principal point of information dissemination to businesses, residents and visitors regarding air quality and environmental issues in and around the World Trade Center site. The City's Task Force will also coordinate additional community outreach and local initiatives as part of the broader effort to build public confidence in the downtown environment.

For more information, call the City's Lower Manhattan Air Quality Hotline at 212-221-8635 between 11:00 am and 7:00 pm Monday through Friday. In addition, information can be found on EPA's web site at: www.epa.gov; OSHA's web site at: www.osha.gov; NYC DOH's web site at: www.ci.nyc.ny.us/html/doh/home.htm; and NYCDEP's web site at: www.nyc.gov/html/dep/html/airmonit.html.

MAR. 26. 2002 12:03PM

MAYOR'S PRESS OFFICE

NO. 1396 P. 2
1 212 300 2375 P. 01/02

U.S. Environmental Protection Agency - Region 2

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NO. 1396 P. 3
1 212 100 2375 3/22/02

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TOTAL P.01

TOTAL P.02