

note 1 of Work Order Center Attach

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-DEP LEGAL

***** -718 595 6543 - ***** -718 595 6543 - *****

DEPARTMENT OF ENVIRONMENTAL PROTECTION59-17 Junction Boulevard
Corona, NY 11368

Bureau of Legal Affairs

DATE: 9/19/01

TO:

Spencer Fisher

FAX NO.:

917-510-1150

FROM:

Robin Levine

FAX NO.:

(718)595-6543

TELE. NO.:

(718)595-6555

OF PAGES INCLUDING COVER SHEET

4

COMMENTS:

FBI. Please call if we can help
in any way. Be well.

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**Department of
Environmental
Protection**

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

**Joel A. Miele Sr., P.E.
Commissioner**

**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 cellar, 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.



www.nyc.gov/dep

(718) DEP-HELP



**Department of
Environmental
Protection**

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

**Joel A. Miele Sr., P.E.
Commissioner**

**Robert C. Avaltroni
Deputy Commissioner**

**Bureau of
Environmental Compliance**
Tel (718) 595-4418
Fax (718) 595-4422

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



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).