

**TURTLE MOUNTAIN SCHOOL DIVISION
SAFE WORK PROCEDURE**

Job or Task:	Procurement of Potential Asbestos Sample	
Completed By:		
Date:	Expiry Date:	
Applicable Division Policies: Personal Protective Equipment Job Hazard Analysis/Safe Work Procedures		
Supervisor to provide: (i.e. training, protective equipment) A half-face respirator with a *NIOSH-rated N100, P100, or R100 air filter, Nitrile gloves, sealable plastic bag or pill bottle, and eye protection.		
Employees will: (Identify steps of the Safe Work Procedure) Step 1: No more than 5 to 6 square centimeters should be collected. Step 2: If more than one layer of material is present, the sample must include material from each layer. Step 3: While collecting a sample, only employees required should be present. Step 4: employees taking samples must wear, at minimum, a half-face respirator with a *NIOSH-rated N100, P100 or R100 air filter, gloves and eye protection. Step 5: While collecting a sample, the sample must be held away from the face. Samples are to be placed in a sealable plastic bag or pill bottle for transportation to the lab for testing. Step 6: Suspect materials must be sprayed with a light mist of water to prevent fibre release during sampling. Step 7: Each sample must be marked for identification. The Maintenance Supervisor shall be responsible to arrange for the Supervisor of Transportation/Designate to receive all samples. Step 8: The Supervisor of Transportation/ designate will arrange required testing.		