

State of Maine

Department of Environmental Protection
Lead & Asbestos Hazard Prevention Program
17 State House Station, Augusta, Maine 04333
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Asbestos Supervisor Abatement Project Recordkeeping Checklist

Asbestos Abatement Project Code:

Important Notice

Pursuant to 06-096 CMR 425, Maine Asbestos Management Regulations, an Asbestos Abatement Contractor must maintain asbestos abatement project documents at its principal place of business and at the asbestos abatement work site in a manner that is easily retrievable. The "Asbestos Supervisor Abatement Project Recordkeeping Checklist" is meant as a quick reference guide for Asbestos Project Supervisors to determine which documents must be kept at an asbestos abatement work site throughout the abatement activity and be immediately available to the Department upon request. **Please refer to 29 CFR 1926.1101 for OSHA recordkeeping requirements.**

Documents required to be at the asbestos abatement work site:

A copy of Chapter 425, "Asbestos Management Regulations"

A copy of the site-specific asbestos abatement project design

A Department certification card for each on-site employee

A daily sign-in log identifying each employee involved in the project by name and Department certification number (OSHA requires that you also maintain a daily containment log showing time of entry and egress into the regulated area)

Records of all on-site air monitoring (background or area)

Personal air samples required by 29 CFR 1926.1101

A copy of the project notification

A signed copy of the Department approval for any non-standard work practice granted

A copy of the form signed by the building owner or owner's agent acknowledging receipt of the bulk sampling and/or project monitoring disclosures

A copy of the Air Monitor release of the regulated area report (visual evaluation and air clearance sampling)

Asbestos abatement project logbook

Documentation of Final Inspection after Removal of Containment

Documents recommended to be at the asbestos abatement work site:

Blank waste manifests required by the federal NESHAP regulations and Maine's Non-Hazardous Waste Transporter Licenses, 06-096 CMR 411

Asbestos waste generator labels

Copies of Asbestos Consultants' and Asbestos Analytical Laboratories' sampling reports

Signature:

Signature

Date:

Print Name

Title:

ME Certification #:

Expiration Date: