



# Notice

Number: **07-18**

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**APPLICABLE TO:**

**DATE:** October 4, 2007

<input checked="" type="checkbox"/>	Municipal & Private Non Profit
<input checked="" type="checkbox"/>	Co-operatives
<input checked="" type="checkbox"/>	Federal Non Profits
<input type="checkbox"/>	OCHAP/CSHP
<input type="checkbox"/>	Rent Supplement

<input checked="" type="checkbox"/>	Mandatory
<input type="checkbox"/>	For Information

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**Subject** Asbestos Management Programs and Inventory

## Background

On May 10, 2005 NRH issued NRH Notice 05-02 describing new regulations under the *Occupational Health and Safety Act*. The new regulations required housing providers to:

- ✓ Inventory asbestos containing materials (friable and non-friable) in their portfolio;
- ✓ Train all staff who are likely to contact asbestos;
- ✓ Notify contractors if they may contact asbestos during their work; and,
- ✓ Abate certain asbestos containing materials.

## Asbestos Management Programs and Inventory

There are certain new requirements and obligations for housing providers under the *Occupational Health and Safety Act* which will be in effect in November 2007, as follows:

1. By **November 1, 2007** all housing providers should hire a consulting firm that specializes in asbestos surveys to:
  - a. Complete an inventory of asbestos present in the building.
  - b. Assess the condition of the asbestos and surrounding materials.
  - c. Establish the risk the asbestos poses to tenants/members, employees, contractors etc.
  - d. Recommend any required asbestos control measures.

2. Housing providers should also:
  - a. Develop a policy that any employee, who will be performing work that will put him/her in contact or close proximity with asbestos identified by the consultant, receive training that meets the Ontario Ministry of Labour guidelines.
  - b. Adopt a plan to manage the asbestos including work procedures for employees and contractors.
  - c. Implement procedures for the proper handling and maintenance of the asbestos including preventative maintenance to reduce the likelihood of damage to the area containing asbestos as well as routine inspections, maintenance, cleaning, renovation and emergency responses to fibre releases.

To assist housing providers in meeting the new requirements, NRH has enclosed a **sample** request for proposal, (RFP). This RFP can be used to invite qualified consultants to complete the required work. The RFP should be amended to suit the specific needs of your building.

Although efforts are made to ensure the accuracy, currency and completeness of the information, NRH does not guarantee, warrant, represent or undertake that the information provided in the attached sample Request for Proposal is correct, accurate or current. In no event shall NRH be liable for any loss, claim, damage or demand arising out of or in connection with (directly or indirectly) the use of, or the reliance on, any information in the attached sample RFP.

Housing providers should obtain and review all available information on this legislative requirement. More information on the new asbestos rules can be obtained through:

- Health Canada website - [www.hc-sc.gc.ca](http://www.hc-sc.gc.ca)
- Occupational Health and Safety - [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca)
- Ontario Regulation 278/05 - [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca)
- Ontario Non-Profit Housing Association - [www.onpha.on.ca](http://www.onpha.on.ca)
- Cooperative Housing Federation (CHF) - [www.chfcanada.coop](http://www.chfcanada.coop)

## **Service Manager's Role**

Service managers are responsible for ensuring all housing providers operate their portfolios in accordance with all applicable legislation, including those regarding asbestos. Niagara Regional Housing will review housing provider compliance with this requirement during the operational review process.

## **Housing Provider's Role**

Housing providers are required to comply with the all applicable legislation including the Occupational Health and Safety Act and the revisions regarding the identification and management of asbestos.

NRH is willing to coordinate a meeting for housing providers who would like to participate in a bulk Request for Proposals to hire a consultant to complete the work as outlined in the RFP. Housing providers who are interested in a joint meeting should contact Deborah Firmin, 905-682-9201 extension 3918 by October 15, 2007.

For further information on the legislative requirements regarding asbestos, please visit the websites noted above.

*(Original signed by Lora Beckwith)*

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Lora Beckwith, General Manager

Attachments: Sample Request for Proposals RFP Asbestos