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Asbestos Annual Notice of Intent

For Agency Use Only
Case #: _____

A. For Calendar Year: _____

Annual notice of intent is for calendar year only. Annual Fee \$806 General

B. Owner information and work schedule: Work schedule: M T W TH F SA SU

Property Owner: _____ Hours: _____

Mailing Address: _____ City: _____ Zip: _____ County: _____

Contact Person: _____ Phone No. 1: _____ Phone No. 2: _____

C. Type of Material Anticipated to be Removed: Total amount of material abated can not exceed 259 in ft or 159 sq ft per structure per year

<p>Thermal System Insulation:</p> <p><input type="checkbox"/> Boiler Insulation <input type="checkbox"/> Pipe Lagging</p> <p><input type="checkbox"/> Duct Insulation <input type="checkbox"/> Valve Packing</p> <p><input type="checkbox"/> HVAC Gaskets</p> <p><input type="checkbox"/> Other surfacing/TSI _____</p>	<p>Class II (Non-TSI/Surfacing)</p> <p><input type="checkbox"/> Fire Proofing <input type="checkbox"/> Taping Compounds</p> <p><input type="checkbox"/> Paints <input type="checkbox"/> Textured Coatings</p> <p><input type="checkbox"/> Plaster/Acoustical</p> <p><input type="checkbox"/> Other _____</p>	<p>Miscellaneous Materials</p> <p><input type="checkbox"/> Ceiling Tile <input type="checkbox"/> Friable Flooring</p> <p><input type="checkbox"/> Cement Board <input type="checkbox"/> Friable Roofing</p> <p><input type="checkbox"/> Cement Pipe</p> <p><input type="checkbox"/> Other _____</p>
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D. List all site addresses for each structure, vessel and building included in this notification:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Attach additional information on a separate sheet(s) if necessary

E. Training Requirements: Asbestos work will be performed by: Certified Asbestos Contractor In House Staff or Both

All asbestos project work shall be performed by persons trained and certified in accordance with the standards established by the Washington State Department of Labor and Industries, the federal Occupation Health & Safety Administration, or the United States Environmental Protection Agency, whichever has jurisdiction over the site where the work is performed.

<p>F. I do hereby certify that the information contained in this Annual Notice of Intent and supplemental data described herein is to the best of my knowledge, accurate and complete.</p> <p>_____ Signature</p> <p>_____ Date</p>	<p style="text-align: center;">For Agency Use</p> <p>Reviewed By: _____</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
<p>_____ Representing</p> <p>_____ Date</p>	

ANNUAL NOTICE OF INTENT - Instructions and Requirements

Annual Fee Required

REQUIREMENTS

A property owner may file one Annual Notice of Intent for asbestos projects to be conducted on one or more structures, vessels, or buildings during each calendar year if all of the following conditions are met:

1. A Notice is filed with the Agency prior to commencing any abatement activities, and
2. The total amount of asbestos-containing material for all asbestos projects from each structure, vessel, or building in a calendar year under this notification must be less than **260 linear feet** on pipes or less than **160 square feet** on other components.
3. The property owner submits **quarterly** written reports on Agency-approved forms within 15 days after the end of each calendar quarter.

Filing Instructions:

- An Annual Notice of Intent must be submitted on this form.
- **Notices containing incomplete or incorrect information will be returned to the applicant.**
- All structures, vessels, or buildings to be covered by the Annual notice must be listed on this form or attached to this form as supplemental information.
- **BOX A: FOR CALENDAR YEAR**
Specify the current calendar year for which the annual is being submitted. Notices are **not** pro-rated from the date of submittal.
- **BOX B: PROPERTY OWNER**
Specify the property owner's name, complete mailing address (please print clearly, this will be the return mailing label), proposed work schedule, contact person, and the telephone number. **BOX C: TYPE OF MATERIAL TO BE REMOVED**
Check the appropriate box(es) indicating the type(s) of asbestos-containing material that is typically involved in the asbestos project(s).
- **BOX D: LIST ALL APPLICABLE STRUCTURES, VESSELS OR BUILDINGS**
List the site addresses, or specific location if no address is applicable, for all structures, buildings or vessels to be covered by the Annual Notice of Intent. In addition, include any names, numbers or other designations that help identify the structures, buildings or vessels.
- **BOX E: TRAINING REQUIREMENTS:**
Check the appropriate box indicating who will be performing the asbestos removal projects under this notification.
- **BOX F: SIGNATURE**
Sign the Annual Notice of Intent certifying the accuracy and completeness of the information provided on the form.

QUARTERLY REPORTS

Filing Instructions:

- Written Quarterly Reports must be submitted on Agency provided forms or in a format approved by the Control Officer.
- Quarterly Reports must only list those projects performed under the Annual Notice of Intent (**DO NOT INCLUDE PROJECTS FILED UNDER SEPARATE NOTICES OF INTENT**).
- If no asbestos removal occurred during the previous quarter, the Quarterly Report must be submitted to indicate that no removal has occurred.
- Each structure, building, or vessel on the Quarterly Report must be included on your Annual Notice of Intent.

ASBESTOS REMOVAL PROJECTS UNDERTAKEN

List the quarter and calendar year that you are filing for.

- **FACILITY NAME (list the following):**
Specify the name, complete address and the telephone number of the facility.
Specify the facility owner or Chief Executive Officer and site contact accompanied by the telephone number.
- **PROJECT DATES**
Specify the starting and completion dates of each project completed during the quarter.
- **JOB SITE ADDRESS OR LOCATION**
List the name and address of each building, structure or vessel where projects have been completed.
- **ASBESTOS CONTRACTOR OR EMPLOYEE NAME(S)/CERTIFICATION NUMBER(S)**
List the name(s) and certification number(s) of the contractor or employee(s), where applicable, that performed the removal.
- **QUANTITY REMOVED**
Specify (in linear or square feet) the amounts removed during the quarter being reported for, along with the Year-to-Date totals for the quarter so far (YTD totals do not apply to the 1st quarter).
- **METHOD OF REMOVAL**
Describe what method(s) were used on each project to remove the asbestos (glove-bag, ceiling scrape, cut and wrap, etc.).
- **COMPLIANCE PROCEDURES**
Describe what precautions were taken to control asbestos emissions on each project (negative-pressure enclosure, wetting, HEPA vacuum, etc.).
- **ANTICIPATED ASBESTOS REMOVAL PROJECTS FOR NEXT QUARTER**
List the buildings you plan to work on in the upcoming quarter and the type(s) of project(s) planned.