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## Annual Asbestos Notifications

*The purpose of this document is to establish procedures for customers to submit annual notifications for the 2018 calendar year.*

### Background

The Ohio Department of Health (ODH) and Ohio EPA asbestos programs will merge in January of 2018. As part of the merger, ODH asbestos staff will be relocating to Ohio EPA at the end of December. Ohio EPA will be handling all aspects of the ODH asbestos program. A new notification software system is being developed and will go live in early January of 2018. The notification process is being centralized and therefore all notifications will be processed by Central Office. The new system will allow customers to submit notifications through the eBusiness center online. Hardcopy notifications will still be accepted; however, those notifications must be submitted to Central Office. The merger of the two programs will affect how **annual notifications** (formerly known as Blanket Notifications at ODH) need to be submitted and processed, since the program will be centralized. Historically, annual notifications submitted to the Ohio EPA would be sent to the District Offices or Local Air Agencies for processing. For ODH, the notifications were submitted hardcopy or electronically through their online system.

### Rules

***Below revisions to the Ohio Administrative Code (OAC) "Emission Control" rule (OAC 3745-20) and "Licensing" rule (OAC 3745-22, formerly OAC 3701-34 under ODH) will become effective on January 1, 2018.***

OAC Rule 3745-20-02(B)(4) states in part "In a facility being renovated, including any individual nonscheduled renovation operation, rules 3745-20-03, 3745-20-04 and 3745-20-05 of the Administrative Code apply if the combined amount of regulated asbestos-containing material to be stripped, removed, dislodged, cut, drilled, or similarly disturbed is at least two hundred sixty linear feet on pipes or at least one hundred sixty square feet on other facility components, or at least thirty-five cubic feet off facility components where the length or area could not be measured previously.

(a) Paragraph (B)(4) of this rule applies to planned renovation operations involving a series of individual nonscheduled operations, that individually are exempt from this chapter, if the combined amount of regulated asbestos-containing material to be removed or striped during a calendar year, January first through December thirty-first, exceeds two hundred sixty linear feet on pipes or at least one hundred sixty square feet on other facility components or thirty-five cubic feet off facility components."

OAC Rule 3745-20-03(A)(3) states in part "Notify the director via one of the following schedules:

(b) At least ten working days before the end of the calendar year preceding the year for which notice is being given for individual nonscheduled renovations described in paragraph (B)(4)(a) of rule 3745-20-02 of the Administrative Code"

OAC Rule 3745-22-04(C) states in part "an asbestos hazard abatement contractor engaging in any asbestos hazard abatement project shall:

(4) Notify the director at least ten business days before beginning each asbestos hazard abatement project conducted during the term of his license."

OAC Rule 3745-22-01(F) states an “asbestos hazard abatement project” means one or more asbestos hazard abatement activities that are conducted by one asbestos hazard abatement contractor and that are reasonably related to each other.

OAC Rule 3745-22-01(C) states an “asbestos hazard abatement activity” means any activity involving the removal, renovation, enclosure, repair, or encapsulation of reasonably related friable asbestos-containing materials in an amount greater than fifty linear feet or fifty square feet. Asbestos hazard abatement activity also includes any such activity involving such asbestos-containing materials in an amount of fifty linear or fifty square feet or less if, when combined with any other reasonably related activity in terms of time and location of the activity, the total amount is in an amount greater than fifty linear or fifty square feet.

**Submittal Procedure**

Since the new software system will not go into effect until after the annual notification due date, customers need to send (postmarked no later than December 18th) the attached hard copy notification form along with a check for \$140 dollars to Ohio EPA’s Central Office:

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|--|----|---|
| Asbestos Program<br>Ohio EPA, DAPC<br>P.O. Box 1049<br>Columbus, OH 43216-1049 | OR | Asbestos Program<br>Ohio EPA, DAPC<br>50 W. Town St., Suite 700<br>Columbus, OH 43215 |
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The \$140 fee is derived from the \$65 “Licensing” rule and \$75 “Emission Control” rule notification fees. All RACM fees will be billed at the end of 2018. Ohio EPA’s Central Office staff will review the annual notifications and call customers if they are determined to be incomplete.

**NOTE:** ODH’s notification system will be turned off January 2, 2018 and no longer used. Please do not submit an annual notification for the 2018 calendar year to ODH. If ODH receives an annual notification for 2018, it will be returned to the contractor with instructions to complete the new hard copy notification form and submit to Ohio EPA per directions above. In addition, a monthly report and fee for annual notifications will no longer be required.

**Procedural Timelines**

| Work to be done   | Required Timeframe                     |
|---|--|
| Customer submit hardcopy notification to Ohio EPA, Central Office, Division of Air Pollution Control’s Asbestos Program | Postmarked no later than December 18th |
| Ohio EPA Central Office staff will process annual notification  | within 1 business day of receipt       |
| Check logged into Revenue’s software by Central Office staff  | within 1 business day of receipt       |

**Contact**

For questions not addressed here, or questions about the SOP, please contact Josh Koch at (614) 466-0061.