

BULK SAMPLE RECORD LANGUAGE/CONSIDERATIONS

The following guidelines are provided to standardize language for TYPE OF MATERIAL and DESCRIPTION OF SAMPLING AREA portions of bulk sample records. Since each sampling area is unique, these examples can be altered to fit most situations.

Thermal System Insulation

Type: Corrugated paper
Description: Insulation on pipe. Insulation on associated fittings is assumed to contain asbestos; estimated quantity of insulated fittings is included within that reported below.

Type: Fabric
Description: Jacketing over glass fiber breaching insulation.

Type: Insulating cement
Description: Insulation on breaching. Material is troweled over glass fiber.

Type: Insulating cement (I) & fabric jacket (F)
Description: Insulation system on fittings of pipe insulated with glass fiber.
Lab: *Analyze three samples of jacket, regardless of quantity of insulating cement samples. For insulating cement in homogenous areas with more than 150 insulated pipe fittings, analyze samples until three are found to contain greater than 1% asbestos.*

Type: Insulation
Description: Pipe wrap insulating tape on pipe. Insulation is black.

Type: Layered paper
Description: Insulation on pipe consisting of ____ layers. Insulation on associated fittings is assumed to contain asbestos; estimated quantity of insulated fittings is included within that reported below.
Lab: *Analyze until positive as follows: outer, inner, then middle. If pipe insulation is NAD, analyze insulating cement on associated fittings. Due to issues with laboratory analyses, each layer of layered paper system should be put in separate vials.*

Type: Paper
Description: Tape sealing ductwork joints. (Insulation on ductwork.)

Type: Preformed block
Description: Insulation on _____ (pipe, boiler, breaching, tank, heat exchanger, etc.). Insulation on associated fittings is assumed to contain asbestos; estimated quantity of insulated fittings is included within that reported below. **-or-** Insulation on pipe composed of calcium silicate.
Lab: *If pipe insulation is NAD, analyze insulating cement on associated fittings, corners, joints, etc.*

Surfacing Material

Reference to estimated quantity (as defined in description) should be deleted if material contains asbestos. Where material exists on both ceiling and walls, Inspector should indicate within brackets adjacent to sample location on Bulk Sample Record whether given sample was procured from ceiling or wall.

Type: Acoustical plaster; finish (F) & base (B) coats
Description: Ceiling system. Finish coat was only layer sampled; base coat is assumed to contain asbestos. Refer to corresponding Sample Area Diagram. Inspector estimated quantity of material to be (less than 1,000 square feet, less than 5,000 square feet, or greater than 5,000 square feet). ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8.
Lab: *Analyze finish coat sample first; if finish coat sample is NAD then analyze a base coat sample; if both samples are NAD then analyze remaining samples. Where material exists in a quantity greater than 5,000 square feet, analyze samples until three are found to contain greater than 1% asbestos.*

Type: EIFS
Description: Exterior Insulation Finishing System (EIFS). Refer to corresponding Sample Area Diagram. Inspector estimated quantity of material to be (less than 1,000 square feet, less than 5,000 square feet, or greater than 5,000 square feet).
Lab: *Where material exists in a quantity greater than 5,000 square feet, analyze samples until three are found to contain greater than 1% asbestos.*

Type: Fireproofing
Description: Fireproofing applied to structural steel framing (and deck); overspray exists on adjacent surfaces. Refer to corresponding Sample Area Diagram. Inspector estimated quantity of material to be (less than 1,000 square feet, less than 5,000 square feet, or greater than 5,000 square feet).
Lab: *Where material exists in a quantity greater than 5,000 square feet, analyze samples until three are found to contain greater than 1% asbestos.*

Type: Gypsum board (G) with skim coat (S)
Description: Ceiling and wall system. Refer to corresponding Sample Area Diagram. Inspector estimated quantity of material to be (less than 1,000 square feet, less than 5,000 square feet, or greater than 5,000 square feet). Skim coat may have been used on adjacent surfaces to feather finishes together. ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8.
Lab: *Analyze all skim coat samples first; gypsum board samples should be analyzed only if skim coat samples are NAD. Where material exists in a quantity greater than 5,000 square feet, analyze samples until three are found to contain greater than 1% asbestos.*

Type: Hard plaster; finish (F) & base (B) coats
Description: Ceiling and wall system. Refer to corresponding Sample Area Diagram. Inspector estimated quantity of material to be (less than 1,000 square feet, less than 5,000 square feet, or greater than 5,000 square feet). ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8.
Lab: *For Pre-Renovation/Demolition Inspections only, finish coat samples should not be analyzed unless base coat samples are found to be NAD.*

Type: Stucco
Description: Exterior finish. Refer to corresponding Sample Area Diagram. Inspector estimated quantity of material to be (less than 1,000 square feet, less than 5,000 square feet, or greater than 5,000 square feet). ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8.
Lab: *Where material exists in a quantity greater than 5,000 square feet, analyze samples until three are found to contain greater than 1% asbestos.*

Type: Textured finish
Description: Decorative finish over (hard plaster, gypsum board, concrete). Refer to corresponding Sample Area Diagram. Inspector estimated quantity of material to be (less than 1,000 square feet, less than 5,000 square feet, or greater than 5,000 square feet). *Inspector needs to be clear of whether or not estimated quantity includes substrate or if the substrate quantity is covered on another Bulk Sample Record.*
Lab: *Where material exists in a quantity greater than 5,000 square feet, analyze samples until three are found to contain greater than 1% asbestos.*

Miscellaneous Material

Where material exists on both ceiling and walls, inspector should indicate within brackets adjacent to sample location on Bulk Sample Record whether given sample was procured from ceiling or wall.

Type: 12" x 12" Acoustical tile
Description: Concealed grid ceiling system. Tiles are white with directional fissures.
Lab: *Replacement tile samples should be analyzed only if main tile samples are NAD.*

Miscellaneous Material (Cont'd)

- Type:** 12" x 12" Acoustical tile
Description: Glue-applied ceiling system. Tiles are white with random pin perforations. Refer to Bulk Sample Record No. ____ for associated mastic. ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8.
Lab: *Replacement tile samples should be analyzed only if main tile samples are NAD.*
- Type:** 24" x 48" Acoustical panel
Description: Suspended ceiling system. Panels are white with directional fissures and random pin perforations. - **or** - Panels have a tegulated (functional edge allowing panel to extend below grid) edge and pebbled finish. - **or** - Panels have a beveled edge (face of panel turns up at edge at 45° at perimeter of panel) and pebbled finish.
- Type:** 24" x 48" Acoustical panel
Description: Replacement ceiling panels. Panels are _____.
Lab: *Replacement panel samples should be analyzed only if primary panel samples are NAD.*
- Type:** 9" x 9" Resilient floor covering; tile (T) & mastic (M)
Description: Floor covering system. Tiles are red with black streaks. - **or** - Various/Two colors of tiles exist. Mastic is _____. ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8.
Lab: *Analyze 1 mastic sample first; if mastic sample is NAD than analyze a tile sample. If both samples are NAD then analyze remaining samples. Replacement tile samples should be analyzed only if main tile samples are NAD. Where multiple colors of tiles exist within a Construction Unit, procure at least one sample from each color of tile and have lab analyze samples till positive.*
- Type:** 12" x 12" Resilient floor covering; tile (T) & mastic (M)
Description: Floor covering system. Tiles are red with black streaks. - **or** - Various/Two colors of tiles exist. Mastic is _____. ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8.
Lab: *Where multiple colors of tiles exist within a Construction Unit, procure at least one sample of each color tile and lump them based on Construction Unit and mastic color. If multiple colors of tile have black mastic, have all mastic samples analyzed.*
- Type:** *Asphalt mastic flooring; finish (F) & base (B) coats*
Description: Floor covering system. - **or** - Flooring with a terrazzo or concrete edge base detail.
- Type:** Boiler(s)/Furnace(s)/Incinerator(s) - *Pick One*
Description: Interior components of boiler(s)/furnace(s)/incinerator(s) were not accessible at time of this Inspection and may contain asbestos.
Protocol: *If boiler, furnace, or incinerator was installed before 1990, location of this equipment should be noted on drawing (if applicable) and a BSR should be created.*
- Type:** Built-up roof material; bitumen (B) & felts (F)
Description: Ballasted multi-ply built-up membrane over _____" glass fiber insulation installed over a [concrete/metal/wood (note if metal deck is perforated)] deck. System information and estimated thicknesses of insulations are based on information collected at sample locations only; additional components/thicknesses may exist. Refer to Bulk Sample Record No. ____ regarding associated roof flashings.

Miscellaneous Material (Cont'd)

- Type:** Caulking
Description: Sealant associated with expansion joints, grills, approximately _____ window/door assemblies, glass block window systems, and other penetrations. Sealant on seams of Ethylene Propylene Diene Monomer (EPDM) rubber roofing system. Caulking is white. Additional field reconnaissance work may be prudent to determine whether or not caulking associated with each of the aforementioned components is homogeneous and extent of which should be treated as asbestos-containing materials. *Estimated quantity of material (in square feet – use lf of material/10) and number of assemblies should only be provided when material is ACM.*
- Lab:** *Procure one sample from each component and have all samples analyzed.*
- Type:** Cement board
Description: Laboratory tabletops and countertops.
- Type:** Cement pipe
Description: Cement pipe.
- Type:** Chimney pipe
Description: Double wall chimney pipe which is assumed to have a suspect asbestos-containing core.
- Type:** Coating
Description: Fibered aluminized asphaltic based roof coating over metal roof. Coating is silver.
- Type:** Composition flooring
Description: Magnesite composition flooring and base - **or** - with a concrete edge base detail - **or** - underlayment existing beneath _____.
- Type:** Fabric
Description: Duct connectors.
- Type:** Fire door
Description: Fire door cores may consist of asbestos-containing material. -**or**- Core within fire doors having a 3/4-hour fire rating.
- Type:** Firestopping
Description: Material associated with penetrations for conduits, ductwork, etc. Firestopping is _____.
- Type:** Gasket
Description: Seals associated with mechanical equipment.
- Type:** Glazing compound
Description: Putty associated with approximately _____ window assemblies. Glazing compound is white. *Estimated quantity of material (in square feet – use lf of material/10) and number of assemblies should only be provided when material is ACM.*
- Type:** Glazing tape
Description: Seals associated with approximately _____ window assemblies. Glazing tape is _____. - **or** - Seals associated with approximately _____ door lites. Glazing tape is _____. *Estimated quantity of material (in square feet – use lf of material/10) and number of assemblies should only be provided when material is ACM.*

Miscellaneous Material (Cont'd)

Type: Gypsum board (G) with compound (C)
Description: Wall system. Compound may have also been used on adjacent surfaces to feather finishes together. Although this material is an asbestos-containing material under OSHA regulations, it may be treated as a system containing less than one percent asbestos under U.S. and Ohio EPA regulations (which allow for composite analyses for this type of system). ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8. *For wall systems, estimated square footage is gross area of system in each area material exists (e.g., double sided wall systems would be quantified twice); for design purposes, field notes should include an estimated quantity for single-sided systems separate from that for double-sided systems.*

Lab: *Where material exists in a quantity greater than 5,000 square feet, analyze samples until three are found to contain greater than 1% asbestos.*

Protocol: *Reported Asbestos Content is the highest layer result. Third sentence of Description is only used when composite of gypsum board and compound is analyzed and point counted to <1.0% asbestos.*

Type: Gypsum board without compound
Description: Ceiling system.

Type: Gypsum deck or Gypsum plank
Description: Roof decking system. Material is assumed not to contain asbestos; two samples were analyzed to confirm this assumption.

Lab: *Procure and analyze two samples.*

Type: Insulation
Description: Blown-in insulation approximately _____" thick.

Type: Insulation
Description: Vermiculite within core of masonry block - **or** - within wall cavity existing between masonry block and brick veneer.

Type: Mastic
Description: Acoustical tile adhesive. Mastic is _____. Refer to Bulk Sample Record No. ___ for associated tile. Associated tiles are composed of glass/wood fiber. ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8.

Lab: *Replacement mastic samples should be analyzed only if mastic samples associated with main tile are NAD.*

Type: Mastic
Description: Carpet adhesive. Carpet is light blue. - **or** - Various/Two colors of carpet exist. Mastic is _____. ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8.

Lab: *Where multiple colors of carpet exist within a Construction Unit, procure at least one sample from each color of carpet and have lab analyze samples till positive.*

Type: Mastic
Description: Duct seam sealant. Mastic is yellow.

Type: Mastic
Description: Lag seal associated with glass fiber pipe insulation. Mastic is _____.

Type: Mastic
Description: Resilient wall base adhesive. Base is 4" black. - **or** - Various/Two colors of wall base exist. Mastic is _____.

Lab: *Where multiple colors of wall base exist within a Construction Unit, procure at least one sample from each color of wall base and have lab analyze samples till positive.*

Type: Mastic
Description: Stair tread adhesive. Tread is black. Mastic is _____.

Miscellaneous Material (Cont'd)

Type: Mastic (M) & felt (F)
Description: Underlayment associated with wood floors. Mastic is _____.

Type: Metal panel
Description: Metal panel cores may consist of asbestos-containing material. - **or (if sampled)** - Panels within window and door assemblies. Core material is _____.
Lab: *If core material is gypsum, analyze two samples.*

Type: Paper
Description: Reflective shield within light fixtures.

Type: Pyrobar (P) and mortar (M)
Description: Fireproof wall system. Pyrobar blocks are white and are assumed not to contain asbestos; one sample was analyzed to confirm this assumption.
Lab: *Procure and analyze one sample of Pyrobar and 3 samples of mortar.*

Type: Roof flashing; bitumen (B) & felts (F)
Description: Multi-ply flashing membrane over _____ insulation. System information and estimated thicknesses of insulation(s) are based on information collected at sample locations only; additional components/thicknesses may exist. Refer to Bulk Sample Record No. ___ for associated built-up roof materials.
Lab: *Roof flashing samples should be analyzed only if associated built-up roof mat samples are NAD.*

Type: Sheet resilient floor covering; sheet (T) & mastic (M) *if applicable*
Description: Floor covering system. Flooring is beige with a pebbled appearance. Mastic is _____.
ADD SUBSTRATE LANGUAGE; REFER TO PAGE 8.

Type: Shingle (S) & felt (F)
Description: Roofing shingles installed over felt vapor barrier.

Type: Thread sealing compound
Description: Seals associated with piping systems.

Type: Tremco roofing system; felt (F) & mastic (M)
Description: Single-ply membrane over _____" glass fiber insulation.

Type: Undercoating
Description: Spray-applied insulation covering underside of sinks. Undercoating is _____.

Type: Vapor barrier
Description: Glass fiber pipe insulation jacketing. Vapor barrier is black.

Columbus Heating & Ventilating Company (CH&V) Furnace Information

Description language:

1. Cementitious material between sections in the hot air plenum within Columbus Heating & Ventilating Company (CH&V) Furnace.
2. Insulation associated with tempered air plenum of Columbus Heating & Ventilating Company (CH&V) Furnace. Insulation is between layers of sheet metal.
3. Cementitious material within hot and cold air plenums of Columbus Heating & Ventilating Company (CH&V) Furnace. Chinking is white and brown.
4. Cementitious material within fire box of Columbus Heating & Ventilating Company (CH&V) Furnace. Chinking is brownish-grey.
5. Material within hot air plenum of Columbus Heating & Ventilating Company (CH&V) Furnace. Material is troweled over brick.

Types of Roofing Insulations

Fiberboard (cellulose/wood fiber)
Glass fiber
Isocyanurate (brittle foam)
Perlite (volcanic rock)
Phenolic foam (1980s product, soft foam, usually orange)
Polystyrene (Styrofoam)

Miscellaneous Sample Record Wording

Since this material was installed after use of asbestos was banned for this type of material, it is assumed not to contain asbestos; two (several) samples of this material were analyzed to confirm this assumption.

Material was recently installed and assumed not to contain asbestos; two samples were analyzed to confirm this assumption.

System (flashing) was covered by (installed over) built-up roof system/flashing described on Bulk Sample Record No. _____.

System (flashing) was covered by a non-suspect Ethylene Propylene Diene Monomer (EPDM) roofing system.

System (flashing) was covered by Tremco roofing system described on Bulk Sample Record No. _____.

Floor covering system. Two different colors of tile were installed in a checkered pattern; one tile is green and the other tile is olive.

Laboratory result includes associated inseparable leveling compound.

This material was subsequently removed from some of the sample locations during asbestos hazard abatement work (Project No. GA____-____).

Ethylene Propylene Diene Monomer (EPDM) rubber roofing system [or Thermoplastic Polyolefin (TPO) roofing system]; since this system is composed of non-suspect materials, it has been reported as an "Assumed Asbestos-Free Material" below. Presence or absence of other roofing materials beneath EPDM was not confirmed during Inspection. If suspect materials (insulations, vapor barriers, deck materials, other roofing systems, etc.) exist beneath EPDM [TPO], they should be assumed to contain asbestos until proper sampling and laboratory analyses prove otherwise. *Type of material is EPDM roofing system or TPO roofing system. Reported Asbestos-Content for this Bulk Sample Record should be noted as "Assumed Asbestos-Free Material."*

Ethylene Propylene Diene Monomer (EPDM) rubber roofing system [or Thermoplastic Polyolefin (TPO) roofing system]; since this system is composed of non-suspect materials, it has been reported as an "Assumed Asbestos-Free Material" below. No suspect materials were found beneath EPDM [TPO] during Inspection. If suspect materials (insulations, vapor barriers, deck materials, other roofing systems, etc.) exist beneath EPDM [TPO], they should be assumed to contain asbestos until proper sampling and laboratory analyses prove otherwise. *Type of material is EPDM roofing system or TPO roofing system. Reported Asbestos-Content for this Bulk Sample Record should be noted as "Assumed Asbestos-Free Material."*

Estimated quantity of this material reflects only that found in _____.

Materials represented by Sample Data provided below are limited to those found in _____; findings reported on this Bulk Sample Record should not be used to determine asbestos content of similar materials in other portions of this Facility.

Although samples of tile/mastic were analyzed and found not to contain asbestos, this material should be assumed to contain asbestos until additional analyses by TEM or gravimetric methods prove otherwise.

Although reported to be “No Asbestos Detected,” laboratory recommended reanalyzing a few of the finish coat samples using TEM; therefore, this additional analysis should be performed prior to disturbing this material during renovation, demolition, and/or O&M activities.

Wall base installed during the 2011 Capital Improvements Project. For purposes of AHERA regulations, this material is assumed to be an asbestos-free material; refer to architect exclusionary statement from Triad Architects, LTD. This material should be properly sampled (and samples should be properly analyzed for asbestos) prior to their disturbance during renovation, O&M activities, or demolition.

Sample Number _____ was a quality control split sample. *Write on Sample Area Diagram.*

Example substrate and material component description language for use on BSRs

Plaster: At locations from which samples were procured and/or as observed during field work, the following substrates were found: masonry (masonry block, brick, stone, etc.); concrete; metal sheet lath; wire lath; and gypsum lath. Also, non-asbestos-containing blown-in glass fiber insulation (approximately six inches thick) was found above plaster ceiling systems on Third Floor. Additional substrates may be present.

Flooring: At locations from which samples were procured and/or as observed during field work, tiles/carpet/sheeting were applied to concrete/wood underlayment/wood subfloor/tongue and groove flooring system/wood. Additional substrates may be present.

Gypsum board: At locations from which samples were procured and/or as observed during field work, gypsum board was installed over metal studs/installed over wood studs/glued to masonry substrate. Additionally, non-asbestos-containing glass fiber batt insulation within exterior wall systems. Additional gypsum board system components may be present.

Thermal system insulation: Preformed block tank insulation was installed with twisted wire cloth reinforcement.

Glue-applied acoustical tiles: At locations from which samples were procured and/or as observed during field work, acoustical tiles were glued to masonry substrate (brick, masonry block, etc.)/non-asbestos-containing hard plaster systems. Additional substrates may be present.

REPORTING ASBESTOS CONTENT

Two different types of material (e.g., tile and mastic) - Use highest result.

Example: 6% Chrys. (T); 4% Chrys. (M) = 6% for asbestos content

More than one sample of same type of material - Add amounts and average.

Example: 30% Chrys.; 15% Chrys.; 15% Chrys. = 20% for asbestos content

More than one type of asbestos - Add amounts together.

Example: 10% Amos.; 15% Chrys. = 25% for asbestos content

Always ignore <1.0% results for the purpose of averaging asbestos content.

INSPECTION CONSIDERATIONS

Room Names:

1. Do not use identical area names in a building [e.g., use Exterior (1957) and Exterior (1988)].
2. If an area is in two construction units, give them two different names and complete separate ABIs (e.g., Corridor A and Corridor B).
3. Stairwells should include floor designation in name [e.g., Stairwell A (flrs. 1-8)].
4. Floor designations for the following areas shall be identified as -- : Stairwells; and Exterior (1987). Dates are only necessary when there is more than one C.U.
5. Try to make area names as short as possible but name them in a way so they fall together on inventory records as appropriate (e.g., Main Office, Main Office Principal, Main Office Principal RR, Main Office Clinic).
6. For facilities with multiple floors, use corresponding floor with each corridor name (e.g., on first floor, use Corridor 1A and Corridor 1B; on second floor, use Corridor 2A and Corridor 2B, etc.).

Material Identification:

1. Database inspections - do not create new material types or uses without discussing with IACM Reviewer first.
2. All "--" entries should have a remark.

ABI Entry:

1. Do not have more than one C.U. on any given ABI (including "same as" entries).
2. If "same as" entries are used on an ABI for rooms on different floors, make sure that floor designation for each room is clearly marked.
3. Review ABIs to verify complete (e.g., floor and C.U. identified) prior to giving to office staff (except estimated quantities).
4. Vermiculite insulation inside exterior block wall cavities shall be entered on ABI as an exterior material.
5. Any time miscellaneous insulation (e.g., blown-in insulation and vermiculite) is reported on an ABI, inspector should include remark that identifies the type of insulation and where it is found.
6. Estimated quantity for caulking, glazing compound, and glazing tape on ABIs should be provided on a square foot and window/door count basis. Estimated quantity of associated window and/or door assemblies should be included in "Description of Sampling Area" on Bulk Sample Record and as a Remark on Schedule; square footage should be provided as it is for other types of material.
7. When possible, entry of fire doors should be included on ABI for each room in lieu of adjacent corridor (e.g., list with area furthest from closest exit).

Drawings:

1. If possible, give drawings to CAD operator for correction of area configurations and room names before giving field forms to office staff for entry so the drawings can be used as a guide during entry.
2. Building numbers should be entered behind name in title block of all drawings [e.g., Asbestos H.S. (Bldg. 17)].

Field Work/Notes:

1. All sample locations need to be identified on field drawings for our files.
2. A window assembly should be defined as that existing between structural vertical mullions or other structural components.
3. Sample numbers should be written on thermal system insulation adjacent to each area from which a bulk sample is procured.
4. Sample numbers should include building numbers (even if inspection is for only one building).

Report Considerations:

1. Inspector Name on Bulk Sample Record for previous sampling should be EEA if previous sampling was conducted for OSFC or the company name of individual procuring samples prior to this inspection (even if conducted by G&A).
2. Lab reports for previous sampling:
 - a. Non-Database Inspections - **do not copy** lab reports for inclusion to new inspection.
 - b. Database Inspections - **copy** old lab reports for inclusion to new inspection.
3. Due to limitations of database, any revised BSRs should be addressed as follows: date of original BSR remains in header; and revised date goes in “Description of Sampling Area” along with explanation of revisions made.