



To: University Contractors
From: Department of Environmental Health & Safety
Re: Employee Safety Programs Manual
Campus Asbestos Containing Material (ACM) Locations

Towson University, in its commitment to the preservation of employee health and safety, is providing on-line for your reference the following documents. They can be accessed/viewed/downloaded from the Department of Environmental Health & Safety website at:

<http://wwwnew.towson.edu/adminfinance/facilities/ehs/EmployeeSafetyProgram.asp>.

1. **Employee Safety Programs Booklet**

This booklet is being provided to you for use while your employees are working at our facilities. Since many of your employees work in the same areas as university personnel, there is the same level of exposure for both groups.

REMINDER: IT IS THE RESPONSIBILITY OF ALL UNIVERSITY CONTRACTORS TO PROVIDE TO EHS A MATERIAL SAFETY DATA SHEET (MSDS) FOR ANY HAZARDOUS CHEMICAL UTILIZED AT THIS CAMPUS.

2. **Campus Asbestos Containing Material (ACM) Locations**

This list is intended to be a guidance document only. It is substantially complete. However, the purpose is to inform and alert personnel to known locations of ACM and thereby avoid accidental disturbance and reduce the potential for fiber release episodes.

It is your responsibility to review and discuss the information contained in these documents with all of your employees. Please keep a copy available on location for use by your employees. Should you have any questions or concerns, please contact the Department of Environmental Health and Safety (x4-2949).

Please sign the bottom of the form and return a copy with the original signature to EHS.

I, the undersigned, acknowledge it is my responsibility to review the above information in its entirety; to familiarize myself and other company employees with the contents.

_____	_____	_____
NAME (PRINT)	SIGNATURE	DATE
_____	_____	_____
COMPANY	TITLE	

Department of
Environmental Health & Safety

Towson University
8000 York Road
Towson, MD 21252-0001

t. 410 704-2949
f. 410 704-2993