



Environmental audit checklists are designed to assist businesses by providing a low cost way of reviewing compliance with Minnesota's environmental laws and rules. Because the laws and rules are numerous and often complicated, this checklist cannot be a complete guide to your legal obligations. You may have obligations that are not covered on this checklist. If you have questions regarding the Environmental Audit Program or this checklist, please call the Small Business Environmental Assistance Program (SBEAP) at 651-282-6143 or 800-657-3938.

Date of audit _____

Company _____

Completed by/Title _____

Environmental Audit Program Participation

A check mark in any of the boxes indicating that a requirement is not being met designates a violation of one or more regulations. To participate in the Environmental Audit Program, submit a report of your findings to the Minnesota Pollution Control Agency (MPCA). The Report Inventory form lists items that need to be included in the report and meets the audit report requirements. You do not need to submit a copy of this checklist.

Answer each question unless specifically directed otherwise.

1. Does your business conduct brake or clutch work?

- Yes Some parts, especially foreign parts, may still have asbestos in them. Continue to the next question.
- No You do not need to complete this checklist.

2. When you clean brakes and drums that might contain asbestos, do you use either of the following?:

- Special high-efficiency particulate aerosol filtration system (HEPA) vacuum cleaners to draw out and store the brake dust?
 - Low-pressure spray equipment, along with the liquid recommended by the equipment manufacturer, to wet down brake dust and properly catch the runoff?
- Yes You meet this requirement.
 - No You are not meeting this requirement.

3. When you clean brakes and drums that might contain asbestos, do you use any of the below?:

- an air hose
 - dry or wet brush or rag
 - a garden hose
 - a solvent spray, liquid squirt bottle
 - an ordinary shop-vac
- Yes If you use *any* of the above to clean your brakes, you are not meeting this requirement. Stop using these cleaning methods! They stir up asbestos dust.
 - No If you are not using any of the above to clean your brakes, you are meeting this requirement.

4. Do you store any asbestos waste from your brake and clutch work in marked, heavy-plastic, double-tied bags within leak proof, air tight containers designated for asbestos waste?

- Yes You meet this requirement.
- No You are not meeting this requirement.

5. Do you use pre-ground, ready-to-install parts?

- Yes You meet this requirement.
- No You are not meeting this requirement.

6. Do you ever grind brake linings that might contain asbestos?

- Yes You are not meeting this requirement. Stop immediately! Slow lathe turning will get the same job done.
 No You meet this requirement.

7. If you must drill, groove, cut, bevel or lathe-turn a brake lining that might contain asbestos, do you:

- Set the machinery on low speeds?
 - Ensure that all machinery has HEPA equipped local exhaust dust collection systems?
- Yes You meet these requirements.
 No You are not meeting these requirements.

8. Do you conduct your brake work, on brakes that might contain asbestos, in a special area that is:

- Set apart from other work areas, when practical?
 - Away from areas where people smoke, eat or drink?
- Yes You meet these requirements.
 No You are not meeting these requirements.

9. Do you send affected work clothes to facilities equipped to launder clothes containing asbestos?

- Yes You meet this requirement.
 No You are not meeting this requirement.

10. Do you dispose of your asbestos waste at an EPA approved landfill?

- Yes You meet this requirement.
 No You are not meeting this requirement. Contact the MPCA Asbestos Help Line at 651-297-8685 for disposal questions.

Contacts

MPCA Web site <http://www.pca.state.mn.us>

Small Business Environmental Assistance Program 651-282-6143
http://www.pca.state.mn.us/programs/sbap_p.html 800-657-3938