



File EIF

THE CONTROL OF PCB-CONTAINING EQUIPMENT

Preamble

This guideline is intended to assist the staff of the School Division in dealing effectively with health and safety concerns regarding PCBs in schools. The primary objective is to provide information regarding steps to be taken to ensure the safety and health of students and staff.

Where the presence of PCBs in schools may be encountered:

1) In laboratory materials:

Some media used to mount specimens for microscopic examination, and some immersion oils used for high magnification microscope lenses contain PCBs.

2) In hydraulic equipment:

PCBs were used in some hydraulic fluids prior to 1978. Such equipment may be used in power mechanics and maintenance shops.

3) In fluorescent and high intensity discharge (HID) lamps:

An inspection of the HID lamps in the Division has determined that the types in use do not contain PCBs.

The fluorescent light ballasts manufactured prior to 1980 may contain about 17 milliliters of PCB sealed inside the capacitor of the ballast. The capacitor is wrapped in paper and sealed in asphalt inside the ballast case. High temperatures may cause the asphalt to soften and leak out of the ballast case. Often this leakage of asphalt is mistakenly believed to be PCB. Asphalt, when cooled to room temperature, will reharden, whereas PCB dielectric from a leaking capacitor will remain as a heavy oil.

4) Smoke or soot from burn-out of PCB-containing ballasts or fires involving PCBs:

- Ballasts installed in Manitoba schools are equipped with thermal protectors, and to date, no reports of thermal burn-out with release of smoke and soot have been received.
- Fires in equipment containing PCBs:

Such incidents are uncommon and large transformers and capacitors are not likely to be found inside schools.



File EIF

Training

The School Division will provide training for the following staff members who are primarily responsible for inspections, maintenance, and replacement of PCB-containing equipment, and the clean-up, decontamination, packaging for disposal, and storage of PCB wastes:

- Maintenance Supervisor
- Custodial Supervisor
- Electrician

Other staff members will be trained by Division staff in the various aspects of PCB control as part of the ongoing staff training program.

Inspections and Replacement

This is a priority item.

PCB containing fixtures and components are to be replaced with PCB-free fixtures or components:

- Where the fixture or component is leaking.
- In areas where food is stored, prepared, or consumed, i.e. canteens and lunch areas.
- In Kindergarten rooms.

Follow-up Action

- Inspection of other fixtures and components will occur under routine maintenance procedures. Those found to contain PCBs shall be replaced with PCB-free fixtures and components.
- Fixtures that are reaching the end of their service life and models with a high failure rate will be given special attention.

Identification of PCB-Containing Equipment

Each piece of equipment inspected shall be recorded in a master log book, indicating:

- Date inspected
- Name of inspector
- Location of equipment
- PCB status, i.e. free or PCB-containing
- Removed-from-service date
- Storage location



File EIF

Precautions

All students and staff members are to be instructed on a regular basis by their respective Principals and supervisors:

- Not to touch fluid leaking from electrical equipment.
- To immediately report any such leaks to the Principal, supervisor, or Teacher.

Any leaking equipment, and any area or surface contaminated by leaking PCB fluid (or suspected PCB fluid) is to be isolated until the area is cleaned and decontaminated.

A person familiar with dealing with PCBs is required to supervise the cleaning and decontamination of areas affected by PCBs.

Each site is to have printed guidelines for dealing with PCBs. The document entitled, "Guideline for the Control of PCB-Containing Equipment in Schools", (August 1987) shall be used as on-site reference information.

Storage and Disposal of PCB Wastes

PCB ballasts shall be packaged according to proper procedures and stored in an approved PCB storage drum. The location of the drum(s) shall be approved by Manitoba Environment.

The transportation and disposal of PCBs shall be according to Manitoba Environment regulations.

Inventory

An inventory of all PCB wastes must be maintained. The storage record will indicate:

- Date stored.
- Item description, serial number and catalogue number.
- Source or location of the item.
- Authorized signature.