Management Planner - This is a certificated position responsible for the 3 year inspections of all school district buildings and creating or maintaining the District’s Management Plan. During the 3 year inspections they will conduct thorough walkthroughs of all buildings that have recorded or assumed friable materials and check the condition. They will verify that all renovations, demolitions, and abatements have been updated in the plan.

* Recommended Personnel –OESD 114 Certified AHERA Management Planner and Building Inspector, a respected environmental company 3rd party, or a school district environmental specialist with the required certifications

Building Inspector - This is a certificated position and can be the individual responsible for performing the 6 month inspections of all school buildings if the District has one on staff. *Note: Six month inspections do not require a Building Inspector certificate, this work can be done by a maintenance person that has completed the 2 hour Asbestos Awareness course in SafeSchools.* During renovations or demolitions the inspector can also do “Good Faith Inspections” and take samples for asbestos testing prior to work being done.

* Recommended Personnel – OESD 114 Certified Management Planner and Building Inspector, a respected environmental company 3rd party, or a school district maintenance lead with the required certifications

Designated Person - This District Employee is appointed by the Local Education Agency (LEA)/School District. According to the other ESD Safety & Health departments in WA State, and Kyron Environmental Services standard practice is for the Designated Person to be assigned in a signed letter from the District’s Superintendent. When a new Designated Person or Superintendent takes over there needs to be a new letter. The newly assigned Designated Person is required to fill out an AHERA Designated Person Statement of Responsibilities Checklist when they take on the role. The letter and checklist should be kept in the AHERA Management Plan binder.

This position does not have any training requirements, but the minimum recommendation is the 2 hour Asbestos Awareness course in SafeSchools, and a Building Inspector can hold the position as well. The EPA has also developed a "Designated Person's Self-Study Guide” that the person needs to be familiar with. When taking the position they need to fill out a designated person checklist. *Note: the Designated Person should not be the District’s Management Planner, the six month inspections and the 3 year inspections should be completed by different individuals to provide a double check.* The Designated Person must be able to identify Asbestos-Containing Materials (ACM), use qualified 3rd parties or employees to keep Asbestos-Containing Materials in good condition, notify school staff/guardians/contractors about ACM, ensure activity which disturbs asbestos is conducted by qualified workers, verify staff are trained at the required levels and the management plan inspection is done every 3 years by a qualified party.

* Recommended Personnel - an executive, manager, or director in charge of maintenance, facilities, and/or custodial departments. A District employee with the authority and means to verify qualifications and training completion, contract 3rd parties, and maintain the Management Plan binder.