



**SAN FRANCISCO
STATE UNIVERSITY**

EHS Written Practice Directive

Asbestos - Annual Notifications

Division: Administration & Finance
Department: Environment, Health, and Safety
Contact Information: Director. EHS Marc Majewski x82596 majewski@sfsu.edu
Effective Date: October 1, 2019
Revised Date: July 13, 2024

Authority:

Health and Safety Code (HSC) 25915.2 (a)

Objective:

Establishment of a formal process for completing the annual asbestos notification

Statement:

The procedures below describe a formal process for completing the annual asbestos notification

Procedures:

1. Each year by May 1, CPDC will update the information spreadsheet regarding the location of asbestos containing materials for EHS.
2. Each year by July 1, EHS will update the annual memo with the list of asbestos-containing materials and post it on the EHS website Asbestos Program page. <https://ehs.sfsu.edu/asbestos-program-1>
3. EHS will send out the asbestos notification to all employees to read as an assignment in CSU-Learn.