

**Messiah University**  
**Mold Remediation Policy and Procedure**  
**April 2024**

**Policy:** It is the policy of Messiah University to provide services and assistance that insures a safe and clean environment for employees, students, volunteers, and visitors.

**Objectives:** To provide housekeeping, maintenance and consultation that is necessary to maintain a safe and clean environment.

**Equipment:** Eye Protection (chemical splash goggles), Chemical Resistant Gloves (disposable gloves are not heavy enough), Super HDQ Neutral, N-95 Mask (optional)

**NOTE:** Chemicals used in this procedure are corrosive to eyes and skin. Avoid inhaling and use eye and hand protection.

N-95 masks are available for use; however, use of these masks, while recommended, is voluntary. If employee uses this mask, Appendix D from OSHA's Respiratory Standard must be reviewed by the employee (see Attachment A).

**Procedure:**

Residence Life

If in dorms or apartments, Residence Life evaluates/responds initially to the reported mold call. Residence Life then will notify Campus and Building Services for action to be taken.

Campus and Building Services/Dining Services (for issues in dining areas)

Any mold sighting received by Campus and Building Services staff must be reported to the Assistant Director, Buildings and Grounds and/or their immediate supervisor.

Level 1- Small isolated areas (<10 SQFT) ceiling tiles, small areas on walls.

- A. Don eye protection and gloves. Masks are available for voluntary use.
- B. Apply Super HDQ Neutral to area. Allow the solution to remain on the area for 10 minutes.
- C. Containment is not necessary.
- D. Clean the area with Super HDQ Neutral or apply Clorox 360 with the atomizer (Person applying this chemical must be trained in its application, wear N95 respirator which requires a successful fit test) and dispose of products in the regular waste.
- E. Report stained ceiling tiles or wall coverings to x6011 for replacement, if necessary.

Campus and Building Services

Level 2- Mid-sized isolated areas (10-30SQFT) Individual wallboard panels.

- A. Don eye protection and gloves. Masks are available for voluntary use.
- B. Apply Super HDQ Neutral to the area. Allow the solution to remain for 10 minutes.
- C. Containment is not necessary.
- D. Clean the area with Super HDQ Neutral or apply Clorox 360 with the atomizer (See level 1 for restrictions on its use) and dispose of products in the regular waste.
- E. Report any stained ceiling tiles or walls to x6011 for replacement if necessary.
- F. Notify VP of Operations.

Facility Services

Level 3- Large isolated areas (30-100SQFT) several wallboards panels.

- A. Need project oversight by qualified contractor.
- B. Ventilation should be turned off to prevent cross contamination.
- C. Don eye protection and gloves. Masks are available for voluntary use.
- D. Apply Super HDQ Neutral and notify ACIA at 717-767-1850 or EHC Associates at 717-393-8861 or emergency cell phone number is 717-278-8398.
- E. Notify VP of Operations.
- F. Contractor will complete the remediation.

#### Level 3- Remediation Contractor

- A. Containment **is** necessary.
- B. Product of remediation can be disposed of in regular waste.

#### Facility Services

#### Level 4- Extensive Contamination (>100 sq ft)

- A. Need project oversight by qualified contractor.
- B. Ventilation should be turned off to prevent cross contamination.
- C. Don eye protection and gloves. Masks are available for voluntary use.
- D. Apply Super HDQ Neutral and notify ACIA at 717-767-1850 or EHC Associates at 717-393-8861 or emergency cell phone number is 717-278-8398.
- E. The contractor will complete the remediation.
- F. Notify VP of Operations.

#### Level 4- Remediation Contractor

- A. Containment is necessary.
- B. Remediation will require full face respirator, and containment protective clothing.
- C. A Containment anteroom with negative airflow is necessary.
- D. Air monitoring is required.
- E. Products of containment can be bagged and go into the regular waste.

#### **SPECIAL CONSIDERATION:**

1. Report and address any water leaks or water intrusion ASAP.
2. Only a small group of molds can cause human illness.
3. If mold returns after the first treatment, promptly notify the Assistant Director of Physical Plant and/or the Facility Services front office. Call ACIA at 717-767-1850 or EHC Associates at 717-393-8861 or the EHC emergency cell phone number at 717-278-8398 so that testing can be done to determine the type of mold and to determine if a more aggressive treatment is necessary.

**NOTE:** The above information is from New York City Guidelines, they were developed by NYC, DOH, NYC Human Resources Administration and MT. Sinai Occupational Health Clinic. OSHA uses the New York Guidelines as a reference.

Any molds that appear to be caused from sewage or other contaminated water must be cleaned up and contained by a qualified contractor. ACIA should be contacted to address these types of issues.

#### **Attachment A**

#### **(Appendix D to Sec. 1910.134)**

(Mandatory)

#### **Information for Employees Using Respirators When Not Required Under the Standard**

Respirators are an effective method of protection against designated hazards when properly selected and worn. Respirator use is encouraged, even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator itself can become a hazard to the worker. Sometimes, workers may wear respirators to avoid exposures to hazards, even if the amount of hazardous substance does not exceed the limits set by OSHA standards. If your employer provides respirators for your voluntary use, or if you provide your own respirator, you need to take certain precautions to be sure that the respirator itself does not present a hazard.

You should do the following:

1. Read and heed all instructions provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the respirators limitations.
2. Choose respirators certified for use to protect against the contaminant of concern. NIOSH, the National Institute for Occupational Safety and Health of the U.S. Department of Health and Human Services, certifies respirators. A label or statement of certification should appear on the respirator or respirator packaging. It will tell you what the respirator is designed for and how much it will protect you.
3. Do not wear your respirator into atmospheres containing contaminants for which your respirator is not designed to protect against. For example, a respirator designed to filter dust particles will not protect you against gases, vapors, or very small solid particles of fumes or smoke.

4. Keep track of your respirator so that you do not mistakenly use someone else's respirator.  
[63 FR 1152, Jan. 8, 1998; 63 FR 20098, April 23, 1998]

**Note - The signed copy of this procedure is filed in the Facility Service Department. By signing this policy you have agreed to enforce the contents, share with your staff and adhere to standards.**

Scott Zeigler, Form  
creator Signature

Electronically signed by Scott Zeigler on 03/26/2024 9:30:19 AM

Vice President for HR&C  
Signature

Electronically signed by Amanda Coffey on 03/26/2024 11:49:45 AM

Vice President for  
Operations Signature

Electronically signed by Kathie Shafer on 03/26/2024 2:18:02 PM

Dean of Students  
Signature

Electronically signed by Doug Wood on 03/26/2024 4:27:01 PM

Director of Dining  
Services Signature

Electronically signed by Mark Wirtz on 03/26/2024 9:59:23 AM

Director of Facility  
Services Signature

Electronically signed by Bradley Markley on 03/26/2024 10:58:00 AM

Assistant Director,  
Buildings and Grounds  
Signature

Electronically signed by Mark Graybill on 03/26/2024 10:37:08 AM

Assistant Director,  
Physical Plant Signature

Electronically signed by Brian Miller on 03/26/2024 1:07:00 PM

Project Manager  
Signature

Electronically signed by Russ Ehrich on 03/26/2024 9:37:20 AM