

## MEMORANDUM

**TO:** DIIT, OFNS, SPACE PLANNING, PRINCIPALS, CEs, DSF TEAMS, SUSTAINABILITY & ENERGY UNIT, GORDIAN GROUP [REQUESTING PARTY]

**SUBJECT:** AHERA MANAGEMENT PLAN  
REVIEW PROTOCOL FOR PROJECT INITIATION

**FROM:** NYC DEPARTMENT OF EDUCATION  
OFFICE OF ENVIRONMENTAL HEALTH & SAFETY

**DATE:** April 9, 2025

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The New York City Department of Environmental Protection (NYCDEP) adopted amendments to its asbestos control program rules and regulations (NYC DEP Title 15, Chapter 1) that went into effect on February 14, 2025. Going forward, if a renovation or repair project will disturb building material (floor, wallpaper, baseboard molding, wall tile, ceiling tile, pipes, etc.), the protocols set forth below must be followed.

1. **The requesting party may not unilaterally rely on the current AHERA Management Plan on file at the school/building as the basis for determining whether the material in the work proposal is ACM or non-ACM**
2. The requesting party must submit a proposal to the Office of Environmental Health & Safety (EHS) that includes the location, description, plans/drawings and timelines of the work.
3. In compliance with the newly adopted NYCDEP amendment, a certified asbestos investigator (CAI) must review and approve the proposal before work begins.
4. The CAI's review must be onsite and include a review of the current AHERA Management Plan for the school/building and supplemental survey data to determine if the materials that will be impacted have been sufficiently tested to determine whether it is ACM or non-ACM.
5. When the CAI review is complete and the classification of the impacted materials as either ACM or non-ACM has been determined, EHS will advise the requesting party how to proceed with the proposed work.

Thank you for your cooperation. Should you have any questions, please do not hesitate to contact the NYC DOE Office of Health & Safety at [EHSrequest@schools.nyc.gov](mailto:EHSrequest@schools.nyc.gov).