



Sample Annual Notice of AMP Availability

May 2020

School Letterhead/Website/Parent-Student Handbook

Date

ASBESTOS MANAGEMENT PLAN ANNUAL NOTICE OF AVAILABILITY

To Staff, Parents/Guardians, and Students:

This notice serves to fulfill annual notification requirements in accordance with Section 763.93 of the *Asbestos Emergency Response Act* (AHERA). AHERA requires that all school buildings be visually inspected by accredited inspectors to identify all asbestos-containing building materials (ACBM) that may be present in the school environment. As required under AHERA, **[NAME OF SCHOOL]** must maintain an Asbestos Management Plan (AMP) and keep the AMP on file at the school, and the School Administrative Unit Office. The AMP is available for review during school hours, Monday through Friday.

Periodic surveillance of known asbestos in **[NAME OF SCHOOL]** is performed every six months by a designated person to assess the condition of the ACBM. Six-month Assessment Results are maintained and are also available for review in the AMP.

For additional information, please contact our Local Educational Agency Designee, **[NAME OF DESIGNEE]** at **[PHONE NUMBER]**, or **[E-MAIL]**.

Sincerely,

TITLE [e.g., Principal, Headmaster, Head of School, etc...]
[NAME OF SCHOOL]

cc: Faculty Staff
Parents/Guardians
School Website