

# OCCUPANT INFORMATION RECORD

DOCUMENT NUMBER \_\_\_\_\_

DATE \_\_\_\_\_

RECEIPT ACKNOWLEDGING THAT I HAVE BEEN INFORMED OF THE PRESENCE OF  
ASBESTOS-CONTAINING BUILDING MATERIALS IN:

School: _____	Address: _____
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I FURTHER ACKNOWLEDGE THE INFORMATION PROVIDED TO ME INCLUDED THE FOLLOWING:

- 1) The locations of asbestos-containing materials to which I might have access in the normal course of my presence in the building;
- 2) The hazards to health presented by asbestos;
- 3) Appropriate behavior in the presence of asbestos-containing materials which will prevent or reduce the potential hazard;
- 4) Notification procedures which I must follow in the event I observe a possible change in the condition of any of the asbestos-containing materials. ***Notify building engineer or call Leland Bliss at 541-447-4419 or 541-668-1074.***
- 5) Safety procedures which I am to follow in the event of an emergency which might involve the asbestos-containing materials. ***Immediately stop work and contact the asbestos designated person, Elvie Gaskey, 541-233-3084 or Leland Bliss, 541-447-4419 or 541-668-1074.***

MY REASON FOR BEING IN THE BUILDING IS \_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE** \_\_\_\_\_

\_\_\_\_\_  
PLEASE PRINT YOUR NAME

\_\_\_\_\_  
EMPLOYER NAME

\_\_\_\_\_  
EMPLOYER ADDRESS

\_\_\_\_\_  
EMPLOYER PHONE