

Terms of Reference University of Toronto Asbestos Review

Mandate:

The University of Toronto is seeking advice and recommendations with respect to the University's asbestos program on all three campuses and other owned properties ("the Program"). The University wants to ensure that its program follows best practices and that it complies with Ontario regulations.

The Review team will be established by, report to, and be advisory to Vice-Presidents Scott Mabury (University Operations), Vivek Goel (Research and Innovation) and Kelly Hannah-Moffat (Human Resources and Equity).

Given the limited time available to the Review team, the expectation is that the Review Team will become familiar with and be competent to comment on the broad outlines of the Program, specifically its oversight structure and the resources it can call upon, rather than the implementation details of the Program.

Context:

Asbestos is a commonly found building material that is present in many University of Toronto buildings, as it was routinely used in construction until the 1980s. It is present in a variety of building materials, including (but not limited to) sprayed fireproofing, thermal insulation, acoustic tiles and vinyl flooring. Serious health problems, such as asbestosis, lung cancer, and mesothelioma are associated with inhalation of harmful levels of asbestos fibres.

The University maintains a detailed database of locations where asbestos is known to be present. The U of T *Asbestos Management Policy* commits to removal of asbestos prior to demolition work. Any work is managed by our Capital Projects Group, overseen by our Hazardous Materials Group (HMG), and supported by Environmental Health & Safety (EH&S); activities are guided by our procedures and protocols.

Due to recent incidents where concerns have arisen regarding the handling of construction work involving asbestos, and as part of the University's ongoing commitment to a safe environment for work and study, the Review has been commissioned to evaluate oversight and resources provided to the University's Asbestos Management Program.

Scope:

This Review concerns the entirety of the University's asbestos program. The Program applies to all buildings and structures, machinery and equipment owned, occupied or operated by the University of Toronto at all campuses and other locations. It applies to all employees and students of the University, to occupants of University buildings, and to external organizations who may come in contact with or disturb asbestos-containing materials in University buildings.

Membership:

The Review Panel will comprise three individuals with advanced subject-matter expertise, chosen following an open call for nominations. Nominations will be accepted from individuals internal and external to the University. The Review Panel will be chaired by a member who is external to the University.

Process:

Reviewers will have discretion as to how to create a process that will facilitate the fulfilment of their mandate. They will conduct their meetings and interviews at the University. The University will provide secretariat support to the Reviewers to enable them to undertake their task.

Reviewers are encouraged to interview any individuals or specific groups they believe will help them in their review. These should include members of relevant Joint Health & Safety Committees, the Asbestos Advisory Committee, staff of the University's Capital Projects unit, HMG and EH&S groups, and representatives of undergraduate and graduate student groups. The reviewers shall invite representatives of employee groups, including representatives of the University of Toronto Faculty Association, USW and CUPE 3902 to be interviewed. Reviewers will schedule interviews with representatives from all three campuses, and interviews may be supplemented by provision of written materials to the Reviewers.

The Review Panel will be provided, for examination, access to all materials maintained as part of U of T's Asbestos Management Program; for example these will include the asbestos program and policy, our standard operation procedures, and access to the Asbestos Data Website.

Reviewers will aim to deliver a brief written report to the three Vice-Presidents within two months of the Review Panel first face-to-face meeting. The report should focus on the adequacy of the oversight structure and resources provided to the Program. The University will make public the report and provide an administrative response within one month of receiving the report. The University will provide the report and the administrative response to the business Board of Governing Council for information.