



To Alabama Certified Lead Contractors and Firms:

The Alabama Department of Public Health enforces the Renovate, Repair, Paint (RRP) regulations in the State of Alabama. In an effort to simplify and streamline the required reporting and documentation requirements contained within our regulations, we have revised a few of our forms. They can be found here <https://www.alabamapublichealth.gov/lead/> under the Forms link. If you are unfamiliar with our website and the information it contains, please take a few moments to review it. Below is a list of the changes and links to the forms.

1. Pre-Renovation Form: This is an update to an existing form on our website. Documentation of providing the lead hazard information pamphlet (Renovate Right) to the homeowner and/or occupants of a Pre-78 dwelling is required by the RRP regulations. The form has been streamlined and a QR code added so the Renovate Right can be accessed more readily using a smart phone.

<https://www.alabamapublichealth.gov/lead/assets/prerenovationform.pdf>

2. RRP Notification: This is an update to the project notification form and has been condensed into one page. This form is required to be submitted to our office 7 working days prior to beginning any project. Revisions may be submitted any time before the project begins. It is to be submitted for any Pre-78 housing or child-occupied facility regardless if lead paint is present or not. In the past, this form had to be mailed or faxed in. We have now set up an email account where this form can be electronically submitted by scanning or by taking a picture. It can be submitted to ENVLead@adph.state.al.us. This is a routinely monitored email address and will be forwarded to the appropriate staff.

<https://www.alabamapublichealth.gov/lead/assets/renovationprojectnotification.pdf>

3. RRP Checklist: This is an update to an existing form. Its purpose and design are to help ensure that all regulations are being adhered to during a renovation and that proper record keeping is being achieved. The use of the checklist is not required for your firm's documentation of compliance. You may use your own documentation methods as long as compliance with the record keeping requirement is achieved.

<https://www.alabamapublichealth.gov/lead/assets/renovationrecordkeepingchecklist.pdf>

4. Worker Training: This simple form is an example of how worker training can be documented. The regulations require accredited renovators provide training to workers on the work practices they will be using in performing their assigned tasks. This form is an example of the documentation that can be used to show this for record keeping purposes. This form, or an equivalent, should be retained as long as the worker is employed.

<https://www.alabamapublichealth.gov/lead/assets/workertraining.pdf>

As mentioned in the beginning of this document, these forms have been modified to help streamline the task of proper record keeping for auditing purposes by our office. Each firm is required to maintain records for each renovation site for 3 years following completion of the renovation. Through some audits we have performed, we identified areas to help bring compliance across the industry. The idea was if all of these documents are properly completed and filed for each pre-78 job, then compliance with the record keeping regulation can be easily achieved. Some firms have developed their own documents for record keeping. While we are not requiring you to use the provided checklist, pre-renovation form, or worker training form, please review them to ensure your documentation is adequate.

One last document. This is a map detailing the current staff and areas of coverage. During the past years we have undergone many personnel changes and will continue to change and evolve. This document shows the current staff assigned across the state and gives contact information. ****Please note Jefferson Co is covered by two inspectors and either one can be contacted with questions or concerns.*

<https://www.alabamapublichealth.gov/lead/assets/leadterritorymap.pdf>

Finally, we would like to say that we appreciate you and your willingness to be compliant. We know there are many occasions that others are working on the same street as you that do not have the proper permits, much less have RRP accreditation or training. Please understand that most of our time is focused towards identifying these individuals and helping them to become trained and accredited, versus performing inspections on companies who are already compliant with these laws. If you have any questions, would like to request a jobsite inspection, or an inspection of your record-keeping and documentation practices, please reach out to the inspector for your area. If unsure who to contact at any time, you can use our general email address ENVLead@adph.state.al.us, or call our main number at either 334-206-5373 or 800-819-7644.