

Documentation of Compliance Worksheet

This worksheet sample or similar documentation may be used as documentation of compliance with rule 420-3-29-.15 Record Keeping and Reporting Requirements of the Renovation Contractor Certification regulations. This form should be completed only for renovations containing lead-based paint and must be kept on file for at least 3 years.

Location of Renovation: _____

Date of renovation: _____ Planned Renovation Emergency Renovation

Work Practice Standards (420-3-29-.10)

Accredited renovator assigned: _____

Occupant Protection:

- Warning signs posted at entrance and around work area until post-renovation cleaning

Containing the work area:

- Work area containment established to prevent the spread of dust and debris

Interior:

- All objects removed or covered
- All openings, including HVAC duct openings sealed
- Windows and doors in work area closed
- Pass-through doors have proper containment of work area
- Flooring in work area covered and coverage extended 6 feet if possible
- Personnel, tools, and other items free of dust and debris before leaving containment

Exterior:

- Doors and windows within 20 feet of work area closed
- Pass-through doors have proper containment of work area
- Ground covered extending 10 feet from work area and anchored
- Vertical Containment sufficient to contain falling debris

- Waste properly contained to prevent release of dust and debris before removal from work site

Cleaning the work area:

- All chips and debris picked up and sealed in heavy-duty bag
- Protective sheeting misted, folded, taped, and disposed
- Work area cleaned from top to bottom with HEPA vacuum and/or damp cloth

Standards for Renovation Activities (420-3-29-.11)

- Provided training to workers on work practices needed to complete assigned tasks
- Physically present while work area containment established and during work area cleaning
- Regularly monitoring the integrity of containment barriers
- Must be available either on-site or by telephone during active renovations
- Use of an acceptable test kit to determine whether components containing lead are affected
- Must be able to present proof of Safe State registration

Standards for Post-Renovation Cleaning Verification (420-03-29-.10(2))

- Visual Inspection performed by accredited renovator
 - Windowsill adequately cleaned
 - Floor and countertops adequately cleaned
 - Exterior visual inspection complete

- If dust clearance testing performed or required, attach the report

Name of Inspector or Risk Assessor: _____

I certify under penalty of law that the above information is true and complete.

RRP Certified Renovator Name: _____

Signature: _____ Date: _____