

Recommended Checklist for Lead-Based Paint (LBP) Activity

INTRODUCTION:

What to look for when contracting with an individual to perform Lead Based Paint Activities (Inspection, Risk Assessment, Clearance testing, Project Design and Abatement)

- When contracting with an individual to conduct a Lead-Based Paint Inspection, Risk Assessment, Project Design, Abatement or Clearance testing, make sure the **Individual/Firm is NC Certified by the Health Hazards Control Unit (HHCU)**.
 - [Ask for a photocopy of their individual certification card and a copy of their firm certification.](#)

- When receiving a copy of the **Lead-Based Inspection/Risk Assessment** the following items shall be included in the report:
 - Name and signature of NC-Certified person, certification number and firm information
 - Date of the survey
 - Name, address, and telephone number of the owner of the facility, and date of construction
 - Summary of results listing location(s) of Lead-Based Paint and/or LBP Hazards and what recommendations are provided
 - Drawing if applicable
 - Results for paint chip, dust wipe and soil sampling
 - Listing sample locations, testing method(s) and sampling procedure(s)
 - XRF device, model, serial number and calibration/quality control records
 - Name and telephone number of the laboratory recognized by National Lead Laboratory Accreditation Program (NLLAP) for paint chip, dust wipe and soil sampling.

- When contracting with an individual to perform Lead-Based Paint Abatement, make sure they have applied to the HHCU for a Lead-Based Paint "**Abatement Permit.**" Remember that the HHCU must receive the permit application, and associated fees, ten (10) working days in advance. **Note:** There are cases when an emergency permit can be issued. [Visit our website to Review the "Guidance Document for LBP Abatement."](#)
 - Obtain a copy of the Abatement Permit for your records. The permit has a state seal printed on it.

- Obtain a copy of the **Occupant Protection Plan (OPP)**. Visit our website to review the "**OPP Guidance Document**".

- When receiving a copy of the **Clearance Report** the following items shall be included in the report:
 - Name and signature of NC-Certified person, certification number and firm information
 - Date of the survey
 - Name, address, and telephone number of the owner of the facility, and date of construction
 - Summary of results listing areas that passed or failed clearance
 - Document visual inspection and samples taken.
 - Drawing if applicable
 - Results for paint chip, dust wipe and soil sampling listing sampling locations, testing method(s) and sampling procedure(s)
 - Name and telephone number of the laboratory recognized by National Lead Laboratory Accreditation Program (NLLAP) for paint chip, dust wipe and soil sampling.

- When the LBP Abatement project has been completed, a final **Abatement Report** is required to be completed by the certified supervisor or designer. The abatement report should include all the detailed information listed above, as well as the following items listed below:
 - A list of each certified supervisor(s) conducting abatement
 - A detailed written description of the abatement, methods used and abated locations.

- [American Rescue Plan Act](#) Notifications
 - **Pre-Abatement Notification:** At least 10 calendar days before lead abatement starts, submit an ARPA notification to HHCU.
 - **Post Abatement Notification:** Within 45 calendar days following the date on which an abatement is completed, a final clearance report shall be submitted to HHCU.

- Replacement Materials
 - Documentation that replacement material does not contain more than 90 parts per million of lead. Confirmation by either a safety data sheet, letter from manufacturer, or laboratory test.