

COMPLIANCE PLAN

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
LEAD RENOVATION, REPAIR, AND PAINTING RULE

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I. INTRODUCTION

A. Purpose

The Buffalo Municipal Housing Authority (BMHA) is submitting this document and all attachments hereto in order to facilitate compliance with Title 40 of the Code of Federal Regulations (C.F.R.), Part 745, Subpart E, hereafter referred to as the United States Environmental Protection Agency (EPA) Lead Renovation, Repair, and Painting (RRP) Rule.

B. Applicability

This Plan applies to the BMHA and their direct employees and any/all contractors and subcontractors that work on Renovation projects within BMHA's owned and managed pre-1978 housing portfolio. Currently, the BMHA housing portfolio of residential structures that were constructed prior to 1978 consists of the following locations:

Development Name	Year Open
AD Price Courts	1939
Camden Apartments	1972
Commodore Perry Homes	1940
Commodore Perry Extension	1956
Commodore Perry Extension High-rises	1956
Elmhurst Apartments	1970
Frederick Douglass Tower - 515 Clinton	1959
Ferry Grider Homes	1953
Holling Homes	1970
Jasper Parrish Homes	1953
Kelly Gardens	1967
Kenfield Homes	1937
Kowal Apartments	1966
LB Johnson Apartments	1973
Langfield Homes	1941
LaSalle Courts	1941
Schwab Terrace	1966
FA Sedita Apartments	1972
Shaffer Village	1953
Slater Courts	1971
Stuyvesant Apartments	1920
Marine Drive	1950

Note that in addition to the pre-1978 residential structures and child-occupied facilities, the conversion of any class of property (i.e., commercial, industrial, etc.) constructed prior to 1978 to residential use makes such property subject to the requirements of 40 C.F.R. Part 745 and this Plan.

The Compliance Plan for the RRP Rule is not a replacement for compliance with all applicable requirements and there may be additional and different federal, state, and local regulations with which BMHA must comply.

C. Covered Activities

This Plan applies to any activity that has the potential to disturb Lead-Based Paint (LBP) in Buffalo Municipal Housing including but not limited to the following:

1. Renovations, including remodeling, repair, or routine maintenance work.
2. Electrical work.
3. Plumbing.
4. Window repair, painting, or replacement.
5. Interim controls.
6. Interior or exterior work in residential units and common areas.

The determination of whether an activity is or is not subject to the RRP Rule shall be made by the Director of Technical Operations or his/her designee of the Buffalo Municipal Housing Authority (BMHA). The BMHA will ensure that all relevant maintenance staff be trained as Certified Renovator(s) in accordance with the requirements detailed in Section 5.0, and therefore, each is qualified to make this determination.

D. Contractors and Subcontractors

Contractors, subcontractors, and the BMHA when working on Renovation within BMHA housing are responsible for full compliance with the RRP Rule. Proof of compliance shall be submitted to BMHA as a pre-project submittal prior to the start of any Renovation project.

Proof of compliance shall include but not be limited to:

Current Firm Certification

Individual Certification(s)

Worker Training Records.

Proof that a Certified Renovator is assigned to each Renovation,

A written lead-safe work plan and all other records documenting compliance with RRP.

E. Limitations

This Plan applies to activities covered by the RRP Rule. The RRP Rule requires certain work practices where lead paint is disturbed by renovation activities. These practices minimize the creation of dust and debris, prevent it from leaving the work area, and require cleaning of the work area to ensure occupant safety.

This Plan does not apply to activities related to the abatement of LBP or related hazards. Abatement of LBP is covered by 40C.F.R. 745- Subpart L.

F. Supplies

BMHA shall develop an inventory and ensure maintenance of supplies necessary to perform renovation and lead-safe work practices in accordance with 40 C.F.R. Section 745.85 are available to certified renovators and trained workers for them to perform renovation activity in

each housing unit or common area. See the link below to EPA-HUD Lead Safety Instructor Manual (October 2011) which lists the recommended supplies on pages vi –viii.
https://www.epa.gov/sites/default/files/2014-11/documents/initial_renovator-instructor_oct2011.pdf

In order to ensure that there are no delays in implementing unanticipated or unscheduled repairs or interim controls, storerooms must have sufficient supplies that can be used by certified renovators and trained workers to fulfill the lead safe work practice requirements under the RRP Rule.

II. EXEMPTIONS

This Plan applies to work performed in BMHA housing unless, through one of the following approved evaluation methods, it has been determined that each component affected by the renovation is free of paint or other surface coatings that contain lead equal to or in excess of 1.0mg/per square centimeter (mg/cm²) or 0.5% by weight:

1. Testing performed by a Certified Renovator using EPA-recognized test kits.
2. Testing performed by a Certified Inspector/Risk Assessor using X-Ray Fluorescence (XRF).
3. Testing performed by a Certified Renovator or Inspector/Risk Assessor using Paint Chip Sampling.

When testing is performed by the Certified Renovator using EPA-recognized test kits, documentation of the testing is required as described in Section 7.2. Third-party Lead Inspectors and Risk Assessors under contract with the Buffalo Municipal Housing Authority must provide a written inspection report.

Minor repair and maintenance activities are also exempt. Such activities include but are not limited to minor heating, ventilation or air conditioning work, electrical work, and plumbing, that disturb six (6) square feet (SF) or less of painted surface per room for interior activities or twenty (20) SF or less of painted surface for exterior activities where the work does not involve window replacement or demolition of painted surface areas. Activities that do not fall under the minor repair and maintenance exemption include open flame burning on painted surfaces, mechanical abrasion of painted surfaces, or using a heat gun on painted surfaces. Any work other than emergency renovations, performed in the same room within the same thirty (30) calendar days must be considered the same job for the purpose of determining whether the job is a minor repair and maintenance activity.

III. DEFINITIONS

1. **Abatement** - any set of measures designed to permanently control or eliminate lead-based paint hazards in accordance with standards established by appropriate Federal, State, and Local agencies.
2. **Accessible Surface** - an interior or exterior surface painted with lead-based paint that is accessible for a young child to mouth or chew. Hard metal substrates and other materials that cannot be dented by the bite of a young child are not considered chewable.
3. **Atomic Absorption Spectrometry** - a laboratory analytical method for bulk samples which determines the percent of lead in paint chips, dust samples, soil and water. The results are reported in parts per million (ppm) and/or in % lead for amount of material tested.
4. **Biological Monitoring** - monitoring using blood lead and zinc protoporphyrin (ZPP) level or free erythrocyte protoporphyrin (FEP) sampling and analysis.
5. **Certified Firm** - a firm which has obtained certification as an EPA Lead-Safe Certified Firm in accordance with the RRP Rule.
6. **Certified Inspector** - an individual who has successfully completed a lead inspector training course accredited by EPA or an EPA-authorized State or Tribal Program, passed the EPA or State-Equivalent 3rd Party Examination, and has a current license to conduct lead-based paint inspections.

7. **Certified Renovator** - an individual who has completed a Renovator training course accredited by EPA or an EPA-authorized State or Tribal Program, in accordance with the RRP Rule.
8. **Certified Risk Assessor** - an individual who has successfully completed a lead risk assessor course accredited by EPA or an EPA-authorized State or Tribal Program, passed the EPA or State equivalent 3rd party examination, and has a current license to conduct lead risk assessments.
9. **Certified Industrial Hygienist** - a professional Industrial Hygienist who is certified in the comprehensive practice of industrial hygiene by the American Board of Industrial Hygiene.
10. **Cleaning verification card** - a card developed and distributed, or otherwise approved, by EPA for the purpose of determining, through comparison of wet and dry disposable cleaning cloths with the card, whether post-renovation cleaning is properly completed.
11. **Common Area** - means a portion of a building that is generally accessible to all occupants. Such an area may include, but is not limited to, hallways, stairways, laundry and recreational rooms, playgrounds, community centers, garages, and boundary fences.
12. **Competent Person** - a person who has sufficient training and experience to be capable of identifying existing and predictable lead hazards in the surroundings or working conditions.
13. **Deteriorated Paint** - means paint that is cracking, flaking, chipping, peeling, or otherwise separating from the substrate of a building component.
14. **Dry disposable cleaning cloth** - a commercially available dry, electrostatically charged, white disposable cloth designed to be used for cleaning hard surfaces such as uncarpeted floors or counter tops.
15. **EPA-recognized test kit** - a commercially available kit recognized by EPA as being capable of allowing a user to determine the presence of lead at levels equal to or in excess of one (1.0) milligrams per square centimeter, or more than one-half (0.5) percent (%) lead by weight, in a paint chip, paint powder, or painted surface.
16. **Evaluation** - a risk assessment, inspection, or risk assessment and inspection designed to identify lead- based paint or lead containing paint, or related hazards.
17. **Friction Surface** - an interior or exterior surface that is subject to abrasion or friction, including certain window, floor, and stair surfaces.
18. **Hazard Reduction** - measures designed to reduce or eliminate human exposure to lead-based paint hazards through methods including interim controls and abatement.
19. **HEPA Filters** - High-efficiency particulate air (HEPA) filters are capable of trapping and retaining at least 99.97% of particles in the air that are greater than or equal to 0.3 micrometers in diameter. This type of filter is used in respirators, HEPA vacuums, and other air filtering devices.
20. **HEPA Vacuum** - means a vacuum cleaner which has been designed with a high-efficiency particulate air (HEPA) filter as the last filtration stage. A HEPA filter is a filter that is capable of capturing particulates of 0.3 microns with 99.97% efficiency. The vacuum cleaner must be designed so that all the air drawn into the machine is expelled through the HEPA filter with none of the air leaking past it. HEPA vacuums must be operated and maintained in accordance with the manufacturer's instructions.
21. **Impact Surface** - an interior or exterior surface that is subject to damage by repeated sudden force such as certain parts of door frames.
22. **Industrial Hygienist** - a professional qualified by education, training, and experience to anticipate, recognize, evaluate and develop controls for occupational health hazards.

23. **Interim Controls** - a set of measures designed to reduce temporarily human exposure or likely exposure to lead-based paint hazards, including specialized cleaning, repairs, maintenance, painting, temporary containment, ongoing monitoring of lead-based paint hazards or potential hazards, and the establishment and operation of management and resident education programs.
24. **Lead** - metallic lead, inorganic lead compounds, and organic lead soaps.
25. **Lead-Based Paint (LBP)** - means paint or other surface coatings that contain lead equal to or in excess of 1.0 milligrams per square centimeter or more than 0.5 percent by weight.
26. **Lead - Based Paint Inspection** - a surface-by-surface investigation to determine the presence of lead- based paint and the provision of a report explaining the results of the investigation. It is performed by a Certified Inspector or Risk Assessor.
27. **Lead-Based Paint Hazard** - any condition that causes exposure to lead from lead-contaminated dust, lead-contaminated soil, and lead-based paint that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects.
28. **Lead Clearance Examination** - Clearance is performed after hazard reduction, abatement, and rehabilitation or maintenance activities to determine if a unit is safe for occupancy. It involves a visual assessment, analysis of dust samples, and preparation of report. The certified risk assessor, paint inspector, or lead sampling technician performing clearance must be independent from the entity/individual conducting paint stabilization or hazard reduction.
29. **Lead-Containing Paint** - Lead-containing materials are any materials which contain lead. There is no minimum concentration required.
30. **Lead Hazard Screening** - a limited risk assessment activity that can be performed instead of a risk assessment in units that meet certain criteria (e.g. good condition). The screen must be performed by a certified risk assessor. If the unit fails the lead hazard screen, a full risk assessment must be performed.
31. **Lead Risk Assessment** –
 - a. an on-site investigation to determine the existence, nature, severity, and location of lead-based paint hazards, and
 - b. the provision of a report by the individual or the firm conducting the risk assessment, explaining the results of the investigation and options for reducing lead-based paint hazards.
32. **Paint Testing** - testing of specific surfaces, by XRF (x- ray fluorescence) or lab analysis, to determine the lead content of these surfaces, performed by a certified lead-based paint inspector or certified risk assessor.
33. **Pamphlet** - EPA pamphlet titled Renovate Right: Important Lead Hazard Information for Families, Child Care Providers and Schools.
34. **Renovation** - modification of any existing structure, or portion thereof, that results in the disturbance of painted surfaces, unless that activity is performed as part of an abatement. renovation includes (but is not limited to): The removal, modification or repair of painted surfaces or painted components (e.g. modification of painted doors, surface restoration, window repair, surface preparation activity (such as sanding, scraping, or other such activities that may generate paint dust)); the removal of building components (e.g., walls, ceilings, plumbing, windows); weatherization projects (e.g., cutting holes in painted surfaces to install blown-in insulation or to gain access to attics, planing thresholds to install weather-stripping), and interim controls that disturb painted surfaces. A renovation performed for the purpose of converting a building, or part of a building, into Target Housing is covered under this definition. The term renovation does not include minor repair and maintenance activities.

35. **Renovator** - an individual who either performs or directs workers who perform renovations. See also Certified Renovator.
36. **Target Housing** - any housing constructed prior to 1978, except housing for the elderly or persons with disabilities (unless a child under age six (6) is expected to reside in such housing) or any zero (0) bedroom dwelling.
37. **Visual Assessment** - a visual inspection of interior and exterior surfaces to identify specific conditions that may be lead-based paint hazards. A visual inspection does not identify lead-based paint. The assessment may be performed by a person trained in visual assessment.
38. **Wet disposable cleaning cloth**- means a commercially available, pre-moistened white disposable cloth designed to be used for cleaning hard surfaces such as uncarpeted floors or counter tops.
39. **Work area** - the area that the certified renovator establishes to contain the dust and debris generated by a renovation.

IV. CODES AND STANDARDS

The following is a summary of the codes and standards which may apply to various lead hazard assessment and lead hazard reduction activities.

- a) 29 C.F.R. 1910 – General Industry (OSHA)
- b) 29 C.F.R. 1910 – Subpart I “Personal Protective Equipment (OSHA)
- c) 29 C.F.R. 1910 – Subpart Z “Toxic and Hazardous Substances” (OSHA)
- d) 29 C.F.R. 1910 .10 25 – Lead (OSHA)
- e) 29 C.F.R. 1926 – Construction Industry (OSHA)
- f) 29 C.F.R. 1926.62 “Lead in Construction” (OSHA)
- g) 29 C.F.R. 1926 .1200 “Hazard Communication “ (OSHA)
- h) 40 C.F.R. 745 Subpart E- Residential Property Renovation or “Lead Renovation, Repair, and Painting (RRP) Rule” (EPA)
- i) 40 C.F.R. Subchapter R- Toxic Substances Control Act (EPA)

V. CERTIFICATIONS

A. Firm Certification

The RRP Rule requires all renovation, repair, and painting firms working in housing, or facilities where children are routinely present, built before 1978, to be certified. This applies to all in-house employees, contractors, and subcontractors who perform work within the Buffalo Municipal Housing Authority when work activities have the potential to disturb LBP.

The Buffalo Municipal Housing Authority has applied for certification training as an EPA Lead-Safe Certified Firm. A copy of the RRP firm certification is included in Appendix I.

Contractors and subcontractors who perform RRP work in BMHA housing will be required to provide proof of Firm Certification as part of their pre-project submittals for each Renovation.

B. Individual Certification

Any BMHA employee who performs RRP work will be a Certified Renovator. A list of individuals registered to receive certification training are included in Appendix II. A copy of their certifications will be furnished upon completion. In addition, copies of the certifications

of BMHA's currently certified renovators are also included in Appendix II.

Contractors and subcontractors who perform RRP work in BMHA housing will be required to provide proof of certification (course completion certificate issued by an EPA accredited training provider) for the Certified Renovator assigned to each Renovation. Proof of individual certification or on-the-job training in compliance with the RRP Rule will also be provided for each contractor/subcontractor individual working on a Renovation.

C. Renewal of Firm and Individual Certifications

The BMHA Building Superintendent and/or designee will be responsible for ensuring that the BMHA RRP Firm Certifications and Individual Renovator Certifications are maintained in accordance with the RRP Rule. RRP Firm Certification is valid for five (5) years from the date of issuance. For renovators who take the 4-hour in-person EPA-accredited Renovator Refresher course which includes hands-on training, certification will be valid for five (5) years following completion of that course.

For renovators who take the 4-hour online EPA-accredited Renovator Refresher course which does NOT include hands-on training certification will be valid for three (3) years following completion of that course.

All firm certification renewals are done electronically at <https://www.epa.gov/lead/getcertified>. The BMHA shall renew their RRP Firm certification prior to expiration. All certified renovators shall take and successfully complete an EPA-accredited renovator refresher course prior to the expiration date of their existing renovator certifications.

D. Certification of Current and New Employees

All current employees and/or newly hired employees of BMHA who will perform RRP work must first complete an EPA accredited training course to become a Certified Renovator.

VI. TRAINING REQUIREMENTS

A. Certified Firm

There are no specific training requirements for the Firm Certification. Firms must apply to EPA for certification to perform renovations. To apply, a firm must submit a completed application and fee to EPA online. EPA RRP Firm Certifications are valid for five (5) years from the date of issuance.

B. Certified Renovator

Renovators are certified upon successful completion of an EPA-accredited training course. The course completion certificate serves as the certification credential. For initial certification, renovators must take an eight (8) hour training course that includes two (2) hours of hands-on learning. The initial certification is valid for five (5) years from the date of completion of the accredited training.

To remain certified a renovator must complete a refresher training course before the current

certification expires. For recertification, renovators must take a 4-hour refresher training that includes hands-on learning every other time they take the refresher course. Renovators who take the online refresher training will be certified for three years; renovators who take the hands-on training in the refresher course will be certified for five years. If certification expires, then the eight (8) hour initial certification course must be taken again to regain certification.

VII. RESPONSIBILITIES

A. Certified Firm

The Buffalo Municipal Housing Authority is in the process of becoming a Certified Firm and is responsible for ensuring the following for each Renovation conducted in BMHA pre-1978 housing:

1. A Certified Renovator is assigned to each renovation
2. Individuals performing activities that disturb painted surfaces on behalf of the firm in BMHA housing, whether employed by BMHA contractor, or subcontractor, are either Certified Renovators or have been trained on-the-job by the Certified Renovator assigned to the Renovation.
3. Certified Renovators may be contractors, subcontractors, or employees of BMHA. If the assigned Certified Renovator is an employee of BMHA, that employee must have a valid and current Renovator certification form from an EPA-accredited training provider before he or she can serve the Certified Renovator function.
4. If BMHA is involved in multiple concurrent projects, they will be required to ensure the availability of a sufficient number of Certified Renovators to maintain proper coverage and ensure compliance with the RRP Rule at all Renovations.
5. Renovations performed by the firm are performed in accordance with RRP work practice standards.
6. Pre-renovation education and lead Pamphlet distribution requirements of the RRP Program are performed as detailed in Section VIII, below
7. The RRP program recordkeeping requirements are met.

B. Certified Renovator

Certified Renovators are responsible for ensuring overall compliance with the RRP Program's requirements for lead-safe work practices at renovations for which they are assigned including the following:

1. Be continuously present at the worksite when warning signs are posted, while the work-area containment is being established and while the work-area cleaning is performed.
2. Direct oversight of work being performed by other individuals to ensure that lead-safe work practices are being followed, including maintaining the integrity of the containment barriers and ensuring that dust or debris does not spread beyond the work area.
3. A certified renovator is required to be onsite during all work site preparation and during the post cleanup of renovated work areas. At all other times when renovation activities are being conducted, the certified renovator shall be onsite or available by telephone and able to be present at the work site in no more than 2 hours.
4. Must perform post-renovation cleaning verification.

5. Furnish at the worksite, copies of their initial course completion certificate and their most recent refresher course completion certificate.
6. Prepare records as required by the RRP Rule.

When testing is performed, the Certified Renovator must use an EPA-recognized test kit or must collect paint chip samples, submit them to an EPA-recognized laboratory, and obtain test results from the laboratory to determine whether components affected by the renovation contain lead-based paint. The Lead-Based Paint Testing Form presented in Appendix III must be completed whenever testing is performed by a Certified Renovator. This report must include:

1. The date of testing
2. Identification and contact information for the Certified Firm and Certified Renovator performing the testing.
3. Laboratory name and address.
4. Locations of surfaces tested.
5. Descriptions of the surfaces tested.
6. The results of testing.

VIII. PRE-RENOVATION EDUCATION

A. Renovations in Dwelling Units

No more than sixty (60) calendar days prior to the start of renovation activities BMHA must:

1. Provide the occupant(s) of the unit with a copy of the Pamphlet included in Appendix IV.
2. Complete the Pre-Renovation Occupant Acknowledgement Form included in Appendix V.

B. Renovations in Common Areas

No more than sixty (60) calendar days prior to the start of renovation activities, BMHA must:

1. Provide the occupant(s) of each affected with a written notification describing the type of work and locations of work being performed, and the anticipated completion date, and contact information for a Designated Person responsible for overseeing the work activities.
2. Make copies of the Pamphlet available upon request.
3. Prepare a signed and dated statement detailing the steps performed to notify the affected occupants of the intended renovation activities.
4. Complete the Notice of Common Area Renovation Notification Form in Appendix VI.

IX. LEAD-SAFE WORK PRACTICES

The BMHA and their Certified Renovators are responsible for ensuring that the following minimum Work Practices are employed on all projects covered by the Plan.

A. Occupant Protection and Containment

For any project undertaken, the assigned Certified Renovator shall carry out the following tasks and complete the RRP Renovation Recordkeeping Checklist, as included in **Appendix VII**.

1. Signage - the Certified Renovator must post signs clearly defining the work area and warning occupants and other persons not involved in renovation activities to remain outside of the work area. To the extent practicable, these signs must be in the primary language of the occupants. These signs must be posted before beginning the renovation and must remain in place and readable until the renovation and the post-renovation cleaning verification have been completed.
2. Isolation Barriers - Before beginning the renovation, the Certified Renovator assigned to the Renovation will ensure that isolation barriers are in place. The work area will be isolated so that no dust or debris leaves the work area while the Renovation is being performed. In addition, the Certified Renovator(s) must maintain the integrity of the containment by ensuring that any plastic or other impermeable materials are not torn or displaced and taking any other steps necessary to ensure that no dust or debris leaves the work area while the renovation is being performed. The containment must be installed in such a manner that it does not interfere with occupant and worker egress in an emergency.

B. Interior Renovation

The Certified Renovator(s) shall ensure that the following are performed:

1. Remove all unit contents from the work area, including furniture, rugs, and window coverings, or cover them with plastic sheeting with all seams and edges taped or spray glued.
2. Seal all openings into the HVAC system with plastic and tape.
3. Close windows and doors in the work area. Cover doors with a critical barrier of plastic sheeting consisting of a double-flap or zipper entry to allow for worker egress.
4. Cover the floor surface with poly sheeting at least six (6) feet beyond the perimeter of surfaces undergoing renovation or a sufficient distance to contain the dust, whichever is greater.
5. Ensure that all personnel, tools, and other items, including the exteriors of containers of waste, are free of dust and debris before leaving the work area.

C. Exterior Renovation

The Certified Renovator(s) shall ensure that the following are performed:

1. Close all doors and windows within twenty (20) feet in all directions of the renovation.
2. Cover doors and windows within the work area with a critical barrier of plastic sheeting consisting of a double-flap or zipper entry to allow for worker egress.
3. Cover the ground surface in the work area with plastic sheeting at least ten (10) feet beyond the perimeter of the work area, plus an additional ten (10) feet for each level of the building above which the work is being performed up to a maximum of fifty (50) feet.
4. Erect additional containment as needed when work is near the property line to ensure off-site contamination does not occur.

D. Prohibited and/or Restricted Practices

Prohibited and restricted practices. The following work practices listed below are prohibited or restricted during a renovation:

- (i) Open-flame burning or torching of painted surfaces is prohibited.
- (ii) The use of machines designed to remove paint or other surface coatings through high-speed operation such as sanding, grinding, power planing, needle gun, abrasive blasting, or sandblasting, is prohibited on painted surfaces unless such machines have shrouds or containment systems and are equipped with a HEPA vacuum attachment to collect dust and debris at the point of generation. Machines must be operated so that no visible dust or release of air occurs outside the shroud or containment system.
- (iii) Operating a heat gun on painted surfaces is permitted only at temperatures below 1,100 degrees Fahrenheit.

E. Work Area Cleaning

For all renovations, after the work is completed the Certified Renovator(s) will ensure that the work area is cleaned until no dust or debris remains. All paint chips and debris must be collected, double bagged, and sealed. After cleaning is performed, remove the protective sheeting. Sheeting shall be misted and folded dirty sides inward. Double-bag and seal all used sheeting. Sheeting used to isolate contaminated rooms from non-contaminated rooms must remain in place until after the cleaning and removal of other sheeting.

In addition, for interior renovation the Certified Renovator shall ensure that following additional cleaning is performed:

1. Clean all objects and surfaces in the work area and within two (2) feet of the work area cleaning from higher to lower:
2. Walls - Clean walls starting at the ceiling and working down to the floor by either vacuuming with a HEPA vacuum or wiping with a damp cloth.
3. Remaining surfaces - Thoroughly vacuum all remaining surfaces and objects in the work area, including furniture and fixtures, with a HEPA vacuum. Wipe all remaining surfaces and objects in the work area, except for carpeted or upholstered surfaces, with a damp cloth. Mop uncarpeted floors thoroughly, using a mopping method that keeps the wash water separate from the rinse water, such as the two (2) bucket mopping method, or using a wet mopping system.

F. Post-Renovation Cleaning Verification

The following are the requirements for Post-Renovation Cleaning Verification. If Dust Clearance Testing is performed, these requirements do not apply. When performing a Post-Renovation Cleaning Verification, the Certified Renovator shall complete the Post Renovation Cleaning Verification Form included in **Appendix VIII**.

For exterior renovations, a Certified Renovator must perform a visual inspection to determine whether dust, debris or residue is still present on surfaces in and below the work area, including windowsills and the ground. If dust, debris or residue is present, these conditions must be eliminated, and another visual inspection must be performed. When the area passes

the visual inspection, remove the warning signs.

For interior renovations, a Certified Renovator must perform a visual inspection to determine whether dust, debris or residue is still present. If dust, debris or residue is present, these conditions must be removed by re-cleaning and another visual inspection must be performed. After a successful visual inspection, a Certified Renovator must:

1. Verify that each windowsill in the work area is adequately cleaned, using the following procedure:
 - a. Wipe the windowsill with a wet disposable cleaning cloth that is damp to the touch. If the cloth matches or is lighter than the cleaning verification card, the windowsill is adequately cleaned.
 - b. If the cloth does not match and is darker than the cleaning verification card, re-clean the windowsill, then either use a new cloth or fold the used cloth in such a way that an unused surface is exposed and wipe the surface again. If the cloth matches or is lighter than the cleaning verification card, that windowsill is adequately cleaned.
 - c. If the cloth does not match and is darker than the cleaning verification card, wait for one (1) hour or until the surface has dried completely, whichever is longer.
 - d. After waiting for the windowsill to dry, wipe the windowsill with a dry disposable cleaning cloth. After this wipe, the windowsill is adequately cleaned.
2. Wipe uncarpeted floors and horizontal surfaces within the work area with a wet disposable cleaning cloth. Floors must be wiped using an application device with a long handle and a head to which the cloth is attached. The cloth must remain damp at all times while it is being used to wipe the surface for post-renovation cleaning verification. If the surface within the work area is greater than forty (40) square feet, the surface within the work area must be divided into roughly equal sections that are each less than forty (40) square feet. Wipe each such section separately with a new wet disposable cleaning cloth. If the cloth used to wipe each section of the surface within the work area matches the cleaning verification card, the surface is adequately cleaned.
 - a. If the cloth used to wipe a particular surface section does not match the cleaning verification card, re-clean that section of the surface. If the cloth matches the cleaning verification card, that section of the surface is adequately cleaned.
 - b. If the cloth used to wipe a particular surface section does not match the cleaning verification card after the surface is re-cleaned, wait for one (1) hour or until the entire surface within the work area has dried completely, whichever is longer.
 - c. After waiting for the entire surface within the work area to dry, wipe each section of the surface that has not yet achieved post-renovation cleaning verification with a dry disposable cleaning cloth. After this wipe, that section of the surface is adequately cleaned.
 - d. When the work area passes the post-renovation cleaning verification, remove the warning signs.

G. Waste Materials

Waste from renovation activities must be handled in a manner which prevents release of dust

and debris when removed from the work area for storage or disposal. Use of chutes should be avoided. If a chute is used, it must be covered. Waste transportation and disposal must comply with Local, State, and Federal regulations.

X. RECORD KEEPING

The BMHA shall maintain the following records for each project for a period of at least three (3) years following completion of each project:

1. Documentation that one or more individual certified renovators were assigned to each project, including the names of each individual Certified Renovator assigned to the project.
2. Copies of the Certified Renovator's initial and most recent refresher course completion certificates.
3. Non-certified worker (on the job) training documentation, including documentation that a certified renovator provided the training and direction to workers who performed the renovation.
4. Documentation of results of any testing performed by BMHA's EPA-certified Renovator, including information on and results of use of EPA-recognized test kits or paint chip samples by the Certified Renovator who acted as the representative of the BMHA at the job site and who conducted testing for the presence of lead-based paint on surfaces to be affected by the renovation.
5. Lead-based paint inspection reports prepared by an EPA-certified Lead Inspector or EPA-certified Lead Risk Assessor, if applicable.
6. Proof of owner/occupant pre-renovation education, including a signed and dated Acknowledgement of receipt of the Pamphlet from both the owner and/or occupant (i.e. pre-renovation education) or certificate of mailing providing proof of attempted distribution of the Pamphlet.
7. All reports required from BMHA and the Certified Renovator by the EPA RRP Rule.
8. Documentation that BMHA's certified renovator performed the post-renovation cleaning verification.
9. Documentation that when the final invoice for the renovation is delivered or within 30 days of completion of renovation, whichever is earlier, BMHA provided information pertaining to compliance with RRP to an adult occupant of the unit, or if the renovation occurred in a child-occupied facility, an adult representative of the child-occupied facility.
10. Documentation of compliance with any other provision of the RRP Rule not specified above.
11. Copies of any completed RRP Recordkeeping forms collected in **Appendices III and V - VIII**.

The required records shall be maintained electronically in a folder dedicated to RRP Rule documentation and in an easily accessible format. Copies of the specified RRP-compliance documents shall also be kept with the individual project files or folders. All electronic files containing the specified documents shall be backed up regularly and copies shall be maintained off-site, in the cloud or on some independent medium to prevent inadvertent loss or destruction of the data. Records shall be maintained in PDF format or another format to prevent modification of historical data. Records shall be made available to EPA upon request in a timely manner.

XI. SIGNATURES

This Plan was prepared and is respectfully submitted by:



9/21/2023

Gillian D. Brown
Executive Director

Date

APPENDIX I

(BMHA RRP Firm Certification)

APPENDIX II

(Renovator Certifications and List of Individuals Registered for a Renovator Initial Course)

APPENDIX III
LEAD-BASED PAINT TESTING FORM
(To Be Filled Out By Certified Renovator)

This form is to document compliance with the United States Environmental Protection Agency (EPA) Lead Renovation Repair and Painting Rule (40 C.F.R. Part 745 - Subpart E). Complete this form if testing is used to determine if Lead- Based Paint (LBP) is present at the work location below.

Project Description

Date(s) and Location of Work: _____

Description of Work: _____

Testing Performed (choose one)

_____ Chip sampling was performed
 Laboratory Name/ Address: _____
 An EPA-recognized test kit was used to perform this testing.
 Manufacturer: _____ Manufacture Date: _____
 Model: _____ Serial#: _____
 Expiration Date: _____
 Date of Testing: _____

Sample#	Location/Description	Area/Volume	Sampled By	Results
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Lead Safe Work Practices Required: _____ Yes _____ No

Laboratory Analysis Results from 3rd Party Accredited Laboratory Attached:
 Yes _____ No _____

Certification

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

I am an EPA Certified Renovator with a current certificate. Certificate#: _____

 Name (Print) Signature Date

APPENDIX IV

Renovate Right Pamphlet

APPENDIX V
EPA-RRP RULE
PRE-RENOVATION OCCUPANT ACKNOWLEDGEMENT FORM

This form is to document compliance with the United States Environmental Protection Agency (EPA) Lead Renovation Repair and Painting Rule (40 C.F.R. Part 745 - Subpart E).

Project Description

Date(s) and Location of Work: _____

Description of Work: _____

Occupant Confirmation - Pamphlet Receipt

_____ I have received a copy of the lead hazard information Pamphlet informing me of the potential risk of the lead hazard exposure from renovation activity to be performed in my dwelling unit. I received this information before work began.

Name (Print)	Signature	Date
--------------	-----------	------

Renovator Self Certification
(When occupant signature cannot be obtained)

_____ Occupant Declined - I certify that I have made a good faith effort to deliver the lead hazard information Pamphlet to the rental dwelling unit listed below at the date and time indicated and that the occupant declined to sign the confirmation of receipt. I further certify that I have left a copy of the Pamphlet at the unit with the occupant.

_____ Occupant Unavailable - I certify that I have made a good faith effort to deliver the lead hazard information Pamphlet to the rental dwelling unit listed below and that the occupant was unavailable to sign the confirmation of receipt. I further certify that I have left a copy of the Pamphlet at the unit by sliding it under the door or by (fill in how Pamphlet was left).

_____ Mailing Option - The lead hazard information Pamphlet is sent to the owner and/or tenant. Pamphlet was sent Certified Mail and Delivery Receipt obtained at least seven (7) calendar days prior to starting work.

Name (Print)	Signature	Date
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APPENDIX VI
EPA RRP RULE
NOTICE OF COMMON AREA RENOVATION

This form is to document compliance with the United States Environmental Protection Agency (EPA) Lead Renovation Repair and Painting Rule (40 C.F.R. Part 745 - Subpart E). Renovation work which may disturb Lead-Based Paint is being performed in common areas near your dwelling unit.

Project Description

Date(s) and Location of Work: _____

Description of Work: _____

Anticipated Date of Completion of Work: _____

Designated Person

The Buffalo Municipal Housing Authority has assigned the following person as the Designated Person for this project. For questions regarding the work or for a copy of the EPA informational Pamphlet titled Renovate Right: Important Lead Hazard Information for Families, Child Care Providers and Schools, please contact:

Name (Print)	Phone Number	Email Address
--------------	--------------	---------------

Certified Renovator

The work is being performed by a Certified Renovator in accordance with the RRP Rule.

Renovator Name (Print)	Signature	Date
------------------------	-----------	------

APPENDIX VIII

RRP POST-RENOVATION CLEANING VERIFICATION

Date(s) and Location of Work: _____

Description of Work: _____

Name and Phone Number of Assigned Renovator: _____

Name of Dust Sampling Technician, if used: _____

Step 1: Visual Inspection

____ Visual Inspection PASSED. Proceed to Step 2.

____ Visual Inspection FAILED. Explain _____

Step 2: Wipe Verification

____ Wet Cloth Tests PASSED. Proceed to Step 3.

____ Total # of Wipes.

____ Wet Cloth Tests FAILED. Explain _____

____ Total # of Failed Wipes.

____ Dry Cloth Utilized Following Delayed Re-Inspection.

____ Total # Dry Wipes

Step 3: Certification

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

____ I am an EPA Certified Renovator with a current certificate. Certificate #: _____

Name (Print)

Signature

Date



Appendix I

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY WASHINGTON, D.C. 20460

August 18, 2023

Kevin Moran
Buffalo Municipal Housing Authority
300 Perry Street
Buffalo, NY 14204

OFFICE OF CHEMICAL SAFETY
AND POLLUTION PREVENTION

Dear Kevin Moran:

Thank you for applying to the U.S. Environmental Protection Agency (EPA) for certification to conduct Renovation, Repair and Painting Activities in target housing and child-occupied facilities. I am pleased to inform you that, pursuant to 40 CFR Part 745, Subpart E, your renovation, repair and painting firm is certified. Your certificate is enclosed.

This certification **expires on August 24, 2028 and is valid in All EPA Administered States, Tribes, and Territories**. However, if a State in which you are certified obtains program authorization during the term of this certification, the scope of your certification will be diminished to exclude the affected area.

Your EPA firm certification is subject to the following restrictions:

- 1) Individual states and Indian tribes, whether authorized or not, are not required to accept EPA certification and may accept or reject it under its own authority. Please be aware that your EPA certification does not relieve you of any obligations you may have to any State or Indian tribe regarding renovation, repair and painting activities.
- 2) EPA certification is specific and limited as described above. If you wish to obtain certification in other lead-based paint disciplines, you must apply separately.
- 3) In advertising the EPA certification, firms must indicate clearly that the firm is certified only for purposes of Section 402 of TSCA. Failure to accurately state EPA certification conditions could result in EPA suspending or withdrawing certification.
- 4) EPA may conduct audits and/or inspections to ensure continued compliance with regulatory standards, and may revoke or suspend its certification if subsequent alterations or deviations result with the firm no longer meeting the standards found at 40 CFR Part 745, Subpart E.

If you have questions about the renovation, repair and painting rule or need assistance, please contact the Regional Lead Coordinator, Tracy Truesdale, of the EPA Region 2 staff at 732-906-6855. If you have any questions about your firm certification, please contact the National Lead Information Center at 1-800-424-LEAD and refer to **Application ID number R873707**. Congratulations, and thank you for your interest in being a certified renovation, repair and painting firm.

Sincerely,

A handwritten signature in black ink that reads "Sheila C. Canavan".

Sheila Canavan, Associate Division Director
Existing Chemicals Risk Management Division

Enclosures



EPA Lead-Safe Certified Firm Logo Use

What is the Lead-Safe Certified Firm Logo?

The Lead-Safe Certified Firm Logo identifies a firm as certified under the Renovation, Repair, and Painting (RRP) Rule. The colors used to make the 2-color logo are Pantone 362C (green) and Pantone 660C (blue). The font is Helvetica.

What are the guidelines for using the Logo?

The Logo must be reproduced so that all of its components are legible. The Logo must not be altered or distorted in any way.

You MAY –

- Use the Logo to identify your firm as an RRP-certified firm. Firms that are not RRP-certified may not use the Logo.
- Use the Logo in brochures, advertisements, Web sites, proposals, bills, signs, uniforms, vehicles and other materials promoting or identifying your firm.
- Use the Logo on documents or other materials in black and white or color (2-color or 4-color versions are available).

You MAY NOT –

- Use the Logo in any manner that would imply EPA endorsement of a company, its products or services.
- Reduce the Logo to a size smaller than one inch wide by 0.687 inches in height.
- Allow a firm that is not RRP-certified (including your subcontractors) to use the Logo.

EPA will monitor the use of all Logos. If necessary, EPA will address failure to comply with these Logo Guidelines. To report a non-compliant use of the Logo, please contact EPA at 1-800-424-LEAD.

Your customized EPA logo .jpg file is attached in your firm's approval email. For further questions regarding your logo, please contact the National Lead Information Center (NLIC) at 1-800-424-LEAD.

Appendix II



ZOTA Professional Training

5701 Shingle Creek Parkway, Brooklyn Center, MN 55430
(763) 444-5323 zotapro.com

Certificate of Attendance and Successful Completion

Lead Renovator Initial – English

Per EPA Regulation 40 CFR Part 745.225

Francis Spagna

300 Perry Street, Buffalo, New York 14204

Certificate Number: R-I-43639-23-00819

Course Date: 6/2/2023

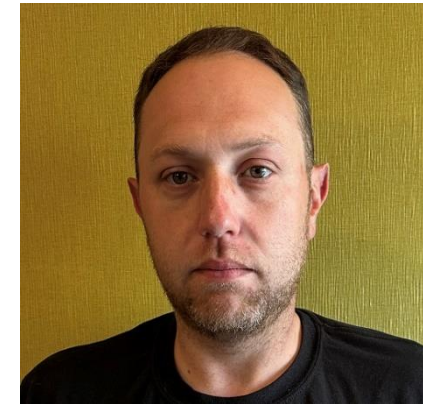
Exam Date: 6/2/2023

Expiration Date: 6/2/2028

Training Manager / Principal Instructor

6/2/2023

Date





ZOTA Professional Training

5701 Shingle Creek Parkway, Brooklyn Center, MN 55430
(763) 444-5323 zotapro.com

Certificate of Attendance and Successful Completion

Lead Renovator Initial – English

Per EPA Regulation 40 CFR Part 745.225

Kevin Moran

300 Perry Street, Buffalo, New York 14204

Certificate Number: R-I-43639-23-00821

Course Date: 6/2/2023

Exam Date: 6/2/2023

Expiration Date: 6/2/2028

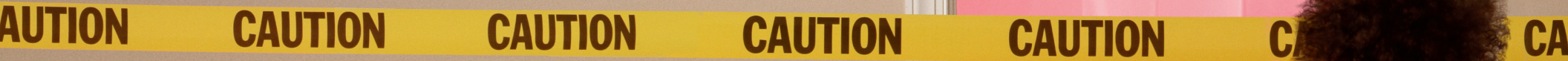
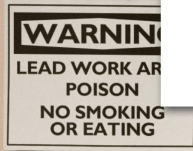
Training Manager / Principal Instructor

6/2/2023

Date



THE LEAD-SAFE CERTIFIED GUIDE TO RENOVATE RIGHT



1-800-424-LEAD (5323)

epa.gov/getleadsafe

EPA-740-K-10-001

Revised September 2011



Important lead hazard information for families, child care providers and schools.



This document may be purchased through the U.S. Government Printing Office online at bookstore.gpo.gov or by phone (toll-free): 1-866-512-1800.

IT'S THE LAW!

Federal law requires contractors that disturb painted surfaces in homes, child care facilities and schools built before 1978 to be certified and follow specific work practices to prevent lead contamination. Always ask to see your contractor's certification.

Federal law requires that individuals receive certain information before renovating more than six square feet of painted surfaces in a room for interior projects or more than twenty square feet of painted surfaces for exterior projects or window replacement or demolition in housing, child care facilities and schools built before 1978.

- Homeowners and tenants: renovators must give you this pamphlet before starting work.
- Child care facilities, including preschools and kindergarten classrooms, and the families of children under six years of age that attend those facilities: renovators must provide a copy of this pamphlet to child care facilities and general renovation information to families whose children attend those facilities.

WHO SHOULD READ THIS PAMPHLET?

This pamphlet is for you if you:

- Reside in a home built before 1978.
- Own or operate a child care facility, including preschools and kindergarten classrooms, built before 1978, or
- Have a child under six years of age who attends a child care facility built before 1978.

You will learn:

- Basic facts about lead and your health.
- How to choose a contractor, if you are a property owner.
- What tenants, and parents/guardians of a child in a child care facility or school should consider.
- How to prepare for the renovation or repair job.
- What to look for during the job and after the job is done.
- Where to get more information about lead.

This pamphlet is not for:

- **Abatement projects.** Abatement is a set of activities aimed specifically at eliminating lead or lead hazards. EPA has regulations for certification and training of abatement professionals. If your goal is to eliminate lead or lead hazards, contact the National Lead Information Center at **1-800-424-LEAD (5323)** for more information.
- **“Do-it-yourself”** projects. If you plan to do renovation work yourself, this document is a good start, but you will need more information to complete the work safely. Call the National Lead Information Center at **1-800-424-LEAD (5323)** and ask for more information on how to work safely in a home with lead-based paint.
- **Contractor education.** Contractors who want information about working safely with lead should contact the National Lead Information Center at **1-800-424-LEAD (5323)** for information about courses and resources on lead-safe work practices.



RENOVATING, REPAIRING, OR PAINTING?



- Is your home, your building, or the child care facility or school your children attend being renovated, repaired, or painted?
- Was your home, your building, or the child care facility or school where your children under six years of age attend built before 1978?

If the answer to these questions is YES, there are a few important things you need to know about lead-based paint.

This pamphlet provides basic facts about lead and information about lead safety when work is being done in your home, your building or the child care facility or school your children attend.

The Facts About Lead

- Lead can affect children's brains and developing nervous systems, causing reduced IQ, learning disabilities, and behavioral problems. Lead is also harmful to adults.
 - Lead in dust is the most common way people are exposed to lead. People can also get lead in their bodies from lead in soil or paint chips. Lead dust is often invisible.
 - Lead-based paint was used in more than 38 million homes until it was banned for residential use in 1978.
 - Projects that disturb painted surfaces can create dust and endanger you and your family. Don't let this happen to you. Follow the practices described in this pamphlet to protect you and your family.
-

LEAD AND YOUR HEALTH

Lead is especially dangerous to children under six years of age.

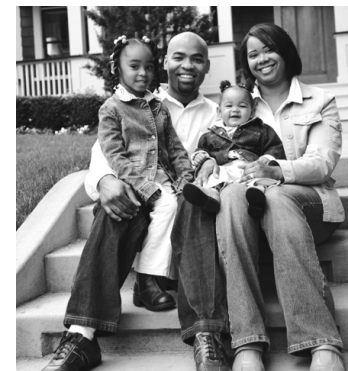
Lead can affect children's brains and developing nervous systems, causing:

- Reduced IQ and learning disabilities.
- Behavior problems.

Even children who appear healthy can have dangerous levels of lead in their bodies.

Lead is also harmful to adults. In adults, low levels of lead can pose many dangers, including:

- High blood pressure and hypertension.
- Pregnant women exposed to lead can transfer lead to their fetuses. Lead gets into the body when it is swallowed or inhaled.
- People, especially children, can swallow lead dust as they eat, play, and do other normal hand-to-mouth activities.
- People may also breathe in lead dust or fumes if they disturb lead-based paint. People who sand, scrape, burn, brush, blast or otherwise disturb lead-based paint risk unsafe exposure to lead.



What should I do if I am concerned about my family's exposure to lead?

- A blood test is the only way to find out if you or a family member already has lead poisoning. Call your doctor or local health department to arrange for a blood test.
- Call your local health department for advice on reducing and eliminating exposures to lead inside and outside your home, child care facility or school.
- Always use lead-safe work practices when renovation or repair will disturb painted surfaces.

For more information about the health effects of exposure to lead, visit the EPA lead website at epa.gov/lead/pubs/leadinfo or call 1-800-424-LEAD (5323).

There are other things you can do to protect your family every day.

- Regularly clean floors, window sills, and other surfaces.
- Wash children's hands, bottles, pacifiers, and toys often.
- Make sure children eat a healthy, nutritious diet consistent with the USDA's dietary guidelines, that helps protect children from the effects of lead.
- Wipe off shoes before entering the house.

WHERE DOES THE LEAD COME FROM?

Dust is the main problem.

The most common way to get lead in the body is from dust. Lead dust comes from deteriorating lead-based paint and lead-contaminated soil that gets tracked into your home. This dust may accumulate to unsafe levels. Then, normal hand-to-mouth activities, like playing and eating (especially in young children), move that dust from surfaces like floors and window sills into the body.

Home renovation creates dust.

Common renovation activities like sanding, cutting, and demolition can create hazardous lead dust and chips.

Proper work practices protect you from the dust.

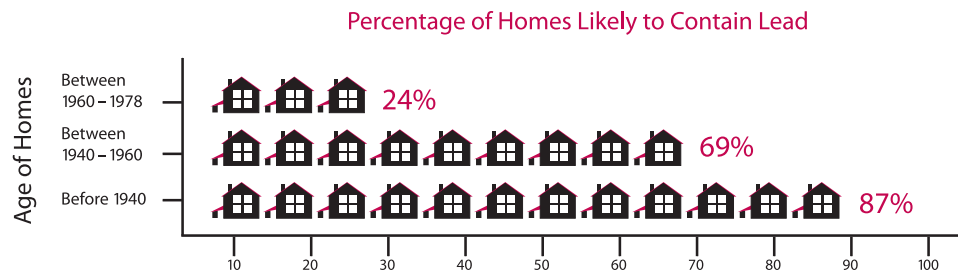
The key to protecting yourself and your family during a renovation, repair or painting job is to use lead-safe work practices such as containing dust inside the work area, using dust-minimizing work methods, and conducting a careful cleanup, as described in this pamphlet.

Other sources of lead.

Remember, lead can also come from outside soil, your water, or household items (such as lead-glazed pottery and lead crystal). Contact the National Lead Information Center at 1-800-424-LEAD (5323) for more information on these sources.



CHECKING YOUR HOME FOR LEAD-BASED PAINT



Older homes, child care facilities, and schools are more likely to contain lead-based paint.

Homes may be single-family homes or apartments. They may be private, government-assisted, or public housing. Schools are preschools and kindergarten classrooms. They may be urban, suburban, or rural.

You have the following options:

You may decide to assume your home, child care facility, or school contains lead.

Especially in older homes and buildings, you may simply want to assume lead-based paint is present and follow the lead-safe work practices described in this brochure during the renovation, repair, or painting job.

You can hire a certified professional to check for lead-based paint.

These professionals are certified risk assessors or inspectors, and can determine if your home has lead or lead hazards.

- A certified inspector or risk assessor can conduct an inspection telling you whether your home, or a portion of your home, has lead-based paint and where it is located. This will tell you the areas in your home where lead-safe work practices are needed.
- A certified risk assessor can conduct a risk assessment telling you if your home currently has any lead hazards from lead in paint, dust, or soil. The risk assessor can also tell you what actions to take to address any hazards.
- For help finding a certified risk assessor or inspector, call the National Lead Information Center at 1-800-424-LEAD (5323).

You may also have a certified renovator test the surfaces or components being disturbed for lead by using a lead test kit or by taking paint chip samples and sending them to an EPA-recognized testing laboratory. Test kits must be EPA-recognized and are available at hardware stores. They include detailed instructions for their use.

FOR PROPERTY OWNERS

You have the ultimate responsibility for the safety of your family, tenants, or children in your care.

This means properly preparing for the renovation and keeping persons out of the work area (see p. 8). It also means ensuring the contractor uses lead-safe work practices.

Federal law requires that contractors performing renovation, repair and painting projects that disturb painted surfaces in homes, child care facilities, and schools built before 1978 be certified and follow specific work practices to prevent lead contamination.

Make sure your contractor is certified, and can explain clearly the details of the job and how the contractor will minimize lead hazards during the work.

- You can verify that a contractor is certified by checking EPA's website at epa.gov/getleadsafe or by calling the National Lead Information Center at 1-800-424-LEAD (5323). You can also ask to see a copy of the contractor's firm certification.
- Ask if the contractor is trained to perform lead-safe work practices and to see a copy of their training certificate.
- Ask them what lead-safe methods they will use to set up and perform the job in your home, child care facility or school.
- Ask for references from at least three recent jobs involving homes built before 1978, and speak to each personally.

Always make sure the contract is clear about how the work will be set up, performed, and cleaned.

- Share the results of any previous lead tests with the contractor.
- You should specify in the contract that they follow the work practices described on pages 9 and 10 of this brochure.
- The contract should specify which parts of your home are part of the work area and specify which lead-safe work practices will be used in those areas. Remember, your contractor should confine dust and debris to the work area and should minimize spreading that dust to other areas of the home.
- The contract should also specify that the contractor will clean the work area, verify that it was cleaned adequately, and re-clean it if necessary.

If you think a worker is not doing what he is supposed to do or is doing something that is unsafe, you should:

- Direct the contractor to comply with regulatory and contract requirements.
- Call your local health or building department, or
- Call EPA's hotline 1-800-424-LEAD (5323).

If your property receives housing assistance from HUD (or a state or local agency that uses HUD funds), you must follow the requirements of HUD's Lead-Safe Housing Rule and the ones described in this pamphlet.

FOR TENANTS AND FAMILIES OF CHILDREN UNDER SIX YEARS OF AGE IN CHILD CARE FACILITIES AND SCHOOLS

You play an important role ensuring the ultimate safety of your family.

This means properly preparing for the renovation and staying out of the work area (see p. 8).

Federal law requires that contractors performing renovation, repair and painting projects that disturb painted surfaces in homes built before 1978 and in child care facilities and schools built before 1978, that a child under six years of age visits regularly, to be certified and follow specific work practices to prevent lead contamination.

The law requires anyone hired to renovate, repair, or do painting preparation work on a property built before 1978 to follow the steps described on pages 9 and 10 unless the area where the work will be done contains no lead-based paint.

If you think a worker is not doing what he is supposed to do or is doing something that is unsafe, you should:

- Contact your landlord.
- Call your local health or building department, or
- Call EPA's hotline 1-800-424-LEAD (5323).

If you are concerned about lead hazards left behind after the job is over, you can check the work yourself (see page 10).



PREPARING FOR A RENOVATION

The work areas should not be accessible to occupants while the work occurs.

The rooms or areas where work is being done may need to be blocked off or sealed with plastic sheeting to contain any dust that is generated. Therefore, the contained area may not be available to you until the work in that room or area is complete, cleaned thoroughly, and the containment has been removed. Because you may not have access to some areas during the renovation, you should plan accordingly.

You may need:

- Alternative bedroom, bathroom, and kitchen arrangements if work is occurring in those areas of your home.
- A safe place for pets because they too can be poisoned by lead and can track lead dust into other areas of the home.
- A separate pathway for the contractor from the work area to the outside in order to bring materials in and out of the home. Ideally, it should not be through the same entrance that your family uses.
- A place to store your furniture. All furniture and belongings may have to be moved from the work area while the work is being done. Items that can't be moved, such as cabinets, should be wrapped in plastic.
- To turn off forced-air heating and air conditioning systems while the work is being done. This prevents dust from spreading through vents from the work area to the rest of your home. Consider how this may affect your living arrangements.

You may even want to move out of your home temporarily while all or part of the work is being done.

Child care facilities and schools may want to consider alternative accommodations for children and access to necessary facilities.



DURING THE WORK

Federal law requires contractors that are hired to perform renovation, repair and painting projects in homes, child care facilities, and schools built before 1978 that disturb painted surfaces to be certified and follow specific work practices to prevent lead contamination.

The work practices the contractor must follow include these three simple procedures, described below:

1. Contain the work area. The area must be contained so that dust and debris do not escape from that area. Warning signs must be put up and plastic or other impermeable material and tape must be used as appropriate to:

- Cover the floors and any furniture that cannot be moved.
- Seal off doors and heating and cooling system vents.
- For exterior renovations, cover the ground and, in some instances, erect vertical containment or equivalent extra precautions in containing the work area.

These work practices will help prevent dust or debris from getting outside the work area.

2. Avoid renovation methods that generate large amounts of lead-contaminated dust. Some methods generate so much lead-contaminated dust that their use is prohibited.

They are:

- Open flame burning or torching.
- Sanding, grinding, planing, needle gunning, or blasting with power tools and equipment not equipped with a shroud and HEPA vacuum attachment.
- Using a heat gun at temperatures greater than 1100°F.



There is no way to eliminate dust, but some renovation methods make less dust than others. Contractors may choose to use various methods to minimize dust generation, including using water to mist areas before sanding or scraping; scoring paint before separating components; and prying and pulling apart components instead of breaking them.

3. Clean up thoroughly. The work area should be cleaned up daily to keep it as clean as possible. When all the work is done, the area must be cleaned up using special cleaning methods before taking down any plastic that isolates the work area from the rest of the home. The special cleaning methods should include:

- Using a HEPA vacuum to clean up dust and debris on all surfaces, followed by
- Wet wiping and wet mopping with plenty of rinse water.

When the final cleaning is done, look around. There should be no dust, paint chips, or debris in the work area. If you see any dust, paint chips, or debris, the area must be re-cleaned.

FOR PROPERTY OWNERS: AFTER THE WORK IS DONE

When all the work is finished, you will want to know if your home, child care facility, or school where children under six attend has been cleaned up properly.

EPA Requires Cleaning Verification.

In addition to using allowable work practices and working in a lead-safe manner, EPA's RRP rule requires contractors to follow a specific cleaning protocol. The protocol requires the contractor to use disposable cleaning cloths to wipe the floor and other surfaces of the work area and compare these cloths to an EPA-provided cleaning verification card to determine if the work area was adequately cleaned. EPA research has shown that following the use of lead-safe work practices with the cleaning verification protocol will effectively reduce lead-dust hazards.

Lead-Dust Testing.

EPA believes that if you use a certified and trained renovation contractor who follows the LRRP rule by using lead-safe work practices and the cleaning protocol after the job is finished, lead-dust hazards will be effectively reduced. If, however, you are interested in having lead-dust testing done at the completion of your job, outlined below is some helpful information.

What is a lead-dust test?

- Lead-dust tests are wipe samples sent to a laboratory for analysis. You will get a report specifying the levels of lead found after your specific job.

How and when should I ask my contractor about lead-dust testing?

- Contractors are not required by EPA to conduct lead-dust testing. However, if you want testing, EPA recommends testing be conducted by a lead professional. To locate a lead professional who will perform an evaluation near you, visit EPA's website at epa.gov/lead/pubs/locate or contact the National Lead Information Center at **1-800-424-LEAD (5323)**.
- If you decide that you want lead-dust testing, it is a good idea to specify in your contract, before the start of the job, that a lead-dust test is to be done for your job and who will do the testing, as well as whether re-cleaning will be required based on the results of the test.
- You may do the testing yourself. If you choose to do the testing, some EPA-recognized lead laboratories will send you a kit that allows you to collect samples and send them back to the laboratory for analysis. Contact the National Lead Information Center for lists of EPA-recognized testing laboratories.

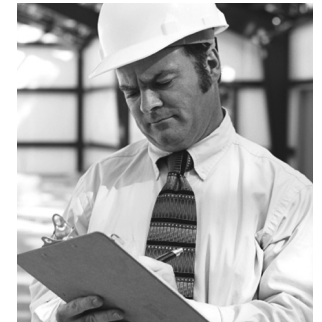


FOR ADDITIONAL INFORMATION

You may need additional information on how to protect yourself and your children while a job is going on in your home, your building, or child care facility.

The National Lead Information Center at **1-800-424-LEAD (5323)** or epa.gov/lead/nlic can tell you how to contact your state, local, and/or tribal programs or get general information about lead poisoning prevention.

- State and tribal lead poisoning prevention or environmental protection programs can provide information about lead regulations and potential sources of financial aid for reducing lead hazards. If your state or local government has requirements more stringent than those described in this pamphlet, you must follow those requirements.
- Local building code officials can tell you the regulations that apply to the renovation work that you are planning.
- State, county, and local health departments can provide information about local programs, including assistance for lead-poisoned children and advice on ways to get your home checked for lead.



The National Lead Information Center can also provide a variety of resource materials, including the following guides to lead-safe work practices. Many of these materials are also available at epa.gov/lead/pubs/brochure

- Steps to Lead Safe Renovation, Repair and Painting.
- Protect Your Family from Lead in Your Home
- Lead in Your Home: A Parent's Reference Guide



For the hearing impaired, call the Federal Information Relay Service at 1-800-877-8339 to access any of the phone numbers in this brochure.

EPA CONTACTS

EPA Regional Offices

EPA addresses residential lead hazards through several different regulations. EPA requires training and certification for conducting abatement and renovations, education about hazards associated with renovations, disclosure about known lead paint and lead hazards in housing, and sets lead-paint hazard standards.

Your Regional EPA Office can provide further information regarding lead safety and lead protection programs at epa.gov/lead.

Region 1

(Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island, Vermont)
Regional Lead Contact
U.S. EPA Region 1
Suite 1100
One Congress Street
Boston, MA 02114-2023
(888) 372-7341

Region 2

(New Jersey, New York, Puerto Rico, Virgin Islands)
Regional Lead Contact
U.S. EPA Region 2
2890 Woodbridge Avenue
Building 205, Mail Stop 225
Edison, NJ 08837-3679
(732) 321-6671

Region 3

(Delaware, Maryland, Pennsylvania, Virginia, Washington, DC, West Virginia)
Regional Lead Contact
U.S. EPA Region 3
1650 Arch Street
Philadelphia, PA
19103-2029
(215) 814-5000

Region 4

(Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee)
Regional Lead Contact
U.S. EPA Region 4
61 Forsyth Street, SW
Atlanta, GA 30303-8960
(404) 562-9900

Region 5

(Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin)
Regional Lead Contact
U.S. EPA Region 5
77 West Jackson Boulevard
Chicago, IL 60604-3507
(312) 886-6003

Region 6

(Arkansas, Louisiana, New Mexico, Oklahoma, Texas)
Regional Lead Contact
U.S. EPA Region 6
1445 Ross Avenue,
12th Floor
Dallas, TX 75202-2733
(214) 665-7577

Region 7

(Iowa, Kansas, Missouri, Nebraska)
Regional Lead Contact
U.S. EPA Region 7
901 N. 5th Street
Kansas City, KS 66101
(913) 551-7003

Region 8

(Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming)
Regional Lead Contact
U.S. EPA Region 8
1595 Wynkoop Street
Denver, CO 80202
(303) 312-6312

Region 9

(Arizona, California, Hawaii, Nevada)
Regional Lead Contact
U.S. Region 9
75 Hawthorne Street
San Francisco, CA 94105
(415) 947-8021

Region 10

(Alaska, Idaho, Oregon, Washington)
Regional Lead Contact
U.S. EPA Region 10
1200 Sixth Avenue
Seattle, WA 98101-1128
(206) 553-1200

OTHER FEDERAL AGENCIES

CPSC

The Consumer Product Safety Commission (CPSC) protects the public from the unreasonable risk of injury or death from 15,000 types of consumer products under the agency's jurisdiction. CPSC warns the public and private sectors to reduce exposure to lead and increase consumer awareness. Contact CPSC for further information regarding regulations and consumer product safety.

CPSC

4330 East West Highway
Bethesda, MD 20814
Hotline 1-(800) 638-2772
cpsc.gov

CDC Childhood Lead Poisoning Prevention Branch

The Centers for Disease Control and Prevention (CDC) assists state and local childhood lead poisoning prevention programs to provide a scientific basis for policy decisions, and to ensure that health issues are addressed in decisions about housing and the environment. Contact CDC Childhood Lead Poisoning Prevention Program for additional materials and links on the topic of lead.

CDC Childhood Lead Poisoning Prevention Branch

4770 Buford Highway, MS F-40
Atlanta, GA 30341
(770) 488-3300
cdc.gov/nceh/lead

HUD Office of Healthy Homes and Lead Hazard Control

The Department of Housing and Urban Development (HUD) provides funds to state and local governments to develop cost-effective ways to reduce lead-based paint hazards in America's privately-owned low-income housing. In addition, the office enforces the rule on disclosure of known lead paint and lead hazards in housing, and HUD's lead safety regulations in HUD-assisted housing, provides public outreach and technical assistance, and conducts technical studies to help protect children and their families from health and safety hazards in the home. Contact the HUD Office of Healthy Homes and Lead Hazard Control for information on lead regulations, outreach efforts, and lead hazard control research and outreach grant programs.

U.S. Department of Housing and Urban Development

Office of Healthy Homes and Lead Hazard Control
451 Seventh Street, SW, Room 8236
Washington, DC 20410-3000
HUD's Lead Regulations Hotline
(202) 402-7698
hud.gov/offices/lead/



SAMPLE PRE-RENOVATION FORM

This sample form may be used by renovation firms to document compliance with the Federal pre-renovation education and renovation, repair, and painting regulations.

Occupant Confirmation

Pamphlet Receipt

- I have received a copy of the lead hazard information pamphlet informing me of the potential risk of the lead hazard exposure from renovation activity to be performed in my dwelling unit. I received this pamphlet before the work began.

Printed Name of Owner-occupant

Signature of Owner-occupant

Signature Date

Renovator's Self Certification Option (for tenant-occupied dwellings only)

Instructions to Renovator: If the lead hazard information pamphlet was delivered but a tenant signature was not obtainable, you may check the appropriate box below.

- Declined** – I certify that I have made a good faith effort to deliver the lead hazard information pamphlet to the rental dwelling unit listed below at the date and time indicated and that the occupant declined to sign the confirmation of receipt. I further certify that I have left a copy of the pamphlet at the unit with the occupant.
- Unavailable for signature** – I certify that I have made a good faith effort to deliver the lead hazard information pamphlet to the rental dwelling unit listed below and that the occupant was unavailable to sign the confirmation of receipt. I further certify that I have left a copy of the pamphlet at the unit by sliding it under the door or by (fill in how pamphlet was left).

Printed Name of Person Certifying Delivery

Attempted Delivery Date

Signature of Person Certifying Lead Pamphlet Delivery

Unit Address

Note Regarding Mailing Option — As an alternative to delivery in person, you may mail the lead hazard information pamphlet to the owner and/or tenant. Pamphlet must be mailed at least seven days before renovation. Mailing must be documented by a certificate of mailing from the post office.

GUÍA DE PRÁCTICAS ACREDITADAS SEGURAS PARA TRABAJAR CON EL PLOMO PARA REMODELAR CORRECTAMENTE

ADVERTENCIA
AREA DE TRABAJO CON
PLOMO VENENO
NO FUMAR NI COMER

PRECAUCIÓN PRECAUCIÓN PRECAUCIÓN PRECAUCIÓN PRECAUCIÓN PRECAUCIÓN



1-800-424-LEAD (5323)
www.epa.gov/getleadsafe
EPA-740-K-10-002
April 2010



Información importante sobre el riesgo
del plomo para familias, proveedores de
cuidado infantil y escuelas



¡ES LA LEY!

La ley federal requiere que contratistas que alteran superficies pintadas en casas, instalaciones de cuidado infantil y escuelas construidas antes de 1978, sean acreditados y sigan prácticas de trabajo específicas para prevenir la contaminación causada por el plomo. Siempre pida ver la certificación de su contratista.

La ley federal requiere que los individuos reciban cierta información antes de remodelar más de seis pies cuadrados de superficies pintadas en una habitación para proyectos interiores o más de veinte pies cuadrados de superficies pintadas para proyectos exteriores o reemplazo de ventanas o demolición en viviendas, instalaciones de cuidado infantil y escuelas construidas antes de 1978.

- Propietarios de casas e inquilinos: los renovadores deben darle este folleto antes de empezar a trabajar.
- Instalaciones de cuidado infantil, incluyendo las aulas de escuelas preescolares y de kindergarten, y las familias de niños menores de seis años que asisten a esas instalaciones: los renovadores deben proveer una copia de este folleto a las instalaciones de cuidado infantil e información general de la remodelación a las familias de los niños que asisten a esas instalaciones.

¿QUIÉN DEBERÍA LEER ESTE FOLLETO?

Este folleto es para usted si usted:

- Reside en una casa construida antes de 1978.
- Es propietario u opera una instalación de cuidado infantil, incluyendo aulas preescolares y de kindergarten, construida antes de 1978, o
- Tiene un niño menor de seis años que asiste a una instalación de cuidado infantil construida antes de 1978.

Usted aprenderá:

- Datos básicos acerca del plomo y su salud.
- Cómo elegir a un contratista, si usted es el dueño de una propiedad.
- Lo que los inquilinos, y padres/tutores de un niño en una instalación de cuidado infantil o escuela deberían considerar.
- Cómo prepararse para el trabajo de renovación o reparación.
- Qué buscar durante el trabajo y después de que el trabajo esté completado.
- Dónde obtener más información acerca del plomo.

Este folleto no es para:

- **Proyectos de eliminación.** La eliminación es un conjunto de actividades dirigidas específicamente a eliminar el plomo o los riesgos del plomo. La EPA (Agencia de Protección Ambiental por sus siglas en inglés) tiene normas para la certificación y capacitación de profesionales en el campo de eliminación de plomo. Si su meta es eliminar el plomo o los riesgos del plomo, comuníquese con el Centro Nacional de Información sobre el Plomo (National Lead Information Center) al **1-800-424-LEAD (5323)** para mayor información.
- **Proyectos “Hágalo usted mismo”.** Si usted mismo planea hacer trabajos de remodelación, este documento es un buen inicio, pero usted necesitará más información para finalizar el trabajo con seguridad. Llame al Centro Nacional de Información sobre el Plomo (National Lead Information Center) al **1-800-424-LEAD (5323)** y pida más información sobre cómo trabajar con seguridad en una casa con pintura a base de plomo.
- **Educación del contratista.** Los contratistas que quieran información acerca de cómo trabajar de una manera segura con el plomo deberán comunicarse con el Centro Nacional de Información sobre el Plomo (National Lead Information Center) al **1-800-424-LEAD (5323)** para información sobre cursos y recursos sobre prácticas seguras para trabajar con el plomo.



¿REMODELANDO, REPARANDO O PINTANDO?



- ¿Está siendo remodelada, reparada o pintada su casa, su edificio, o la instalación de cuidado infantil o escuela a la que asisten sus hijos?
- ¿Fue su casa, su edificio, o la instalación de cuidado infantil o escuela a la que asisten sus hijos menores de seis años, construida antes de 1978?

Si la respuesta a estas preguntas es SI, hay unas cuantas cosas importantes que usted necesita saber acerca de la pintura a base de plomo.

Este folleto proporciona datos básicos sobre el plomo e información acerca de seguridad contra el plomo cuando se está haciendo trabajo en su casa, su edificio o la instalación de cuidado infantil o escuela a la que asisten sus hijos.

La realidad acerca del plomo

- El plomo puede afectar al cerebro y sistema nervioso en desarrollo de los niños, causando un Coeficiente Intelectual (CI) reducido, discapacidades de aprendizaje y problemas de comportamiento. El plomo también es dañino para los adultos.
- El plomo en el polvo es la forma más común en que las personas son expuestas al plomo. El plomo puede entrar al cuerpo por diferentes mecanismos como ser por el plomo en la tierra o por la pintura descascarada o desconchada. El polvo de plomo es frecuentemente invisible.
- La pintura a base de plomo se usó en más de 38 millones de casas hasta que fue prohibida para uso residencial en 1978.
- Los proyectos que alteran la pintura a base de plomo pueden crear polvo y poner en peligro a usted y a su familia. No permita que esto le suceda. Siga las prácticas descritas en este folleto para protegerse usted y su familia.

EL PLOMO Y SU SALUD

El plomo es especialmente peligroso para niños menores de seis años de edad.

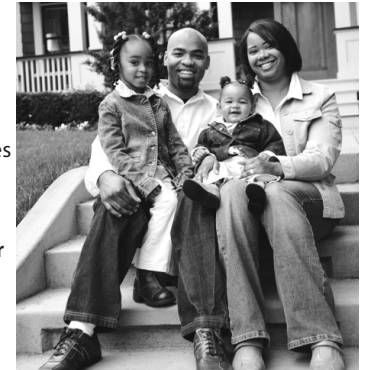
El plomo puede afectar al cerebro y sistema nervioso en desarrollo de los niños, causando:

- Coeficiente Intelectual (CI) reducido y discapacidades de aprendizaje.
- Problemas de comportamiento.

Aun los niños que parecen saludables pueden tener niveles de plomo peligrosos en sus cuerpos.

El plomo también es dañino para los adultos. En los adultos, niveles bajos de plomo pueden presentar muchos peligros, incluyendo:

- Presión de sangre alta e hipertensión.
- Las mujeres embarazadas expuestas al plomo pueden transferir el plomo a sus fetos. El plomo se introduce en el cuerpo cuando es tragado o inhalado.
- Las personas, especialmente los niños, pueden tragar polvo de plomo cuando comen, juegan, o hacen otras actividades en las cuales se llevan la mano a la boca.
- Las personas también pueden respirar polvo o gases de plomo si alteran la pintura a base de plomo. Las personas que liján, raspan, queman, cepillan o aplican aire comprimido o alteran la pintura a base de plomo de alguna otra manera, se arriesgan a una exposición dañina al plomo.



¿Qué debo hacer si estoy preocupado por la exposición de mi familia al plomo?

- Llame a su departamento de salud local para asesoría sobre cómo reducir y eliminar exposiciones al plomo dentro y fuera de su casa, instalación de cuidado infantil o escuela.
- Siempre use prácticas seguras para trabajar con el plomo cuando la renovación o reparación alterarán la pintura a base de plomo.
- Un análisis de sangre es la única manera de averiguar si usted o un miembro de su familia ya tienen envenenamiento con plomo. Llame a su médico o a su departamento de salud local para tramitar un análisis de sangre.

Para mayor información acerca de los efectos a la salud por la exposición al plomo, visite el sitio Web del plomo de la EPA en www.epa.gov/lead/pubs/leadinfo.htm (en inglés) o al <http://www.epa.gov/lead/pubs/leadinfoesp.htm> (en español) o llame a al 1-800-424-LEAD (5323).

Hay otras cosas que usted puede hacer diariamente para proteger a su familia.

- Limpie regularmente los pisos, los marcos de las ventanas y otras superficies.
- Lave con frecuencia las manos, biberones, chupetes/chupones, y juguetes de los niños.
- Asegúrese de que los niños coman una dieta saludable y nutritiva, consistente con las normas dietéticas del USDA (Departamento de Agricultura de los Estados Unidos, por sus siglas en inglés), que ayuda a proteger a los niños de los efectos del plomo.

¿DE DÓNDE VIENE EL PLOMO?

El polvo es el problema principal.

La forma más común de que el plomo entre en el cuerpo es por el polvo. El polvo de plomo viene de la pintura a base de plomo, deteriorada o en proceso de deterioración y de tierra contaminada con plomo que llega a ser dejada en la casa por los zapatos y otros objetos. Este polvo puede acumularse hasta llegar a niveles peligrosos. Entonces, actividades normales donde se acostumbra llevar la mano a la boca, como jugar y comer (especialmente en niños pequeños), causan que el polvo de las superficies como los pisos y los marcos de las ventanas entre al cuerpo.

La remodelación de la casa crea polvo.

Las actividades comunes de remodelación como lijar, cortar y demoler pueden crear polvo, partículas y esquirlas de plomo.

Las prácticas apropiadas de trabajo lo protegen del polvo.

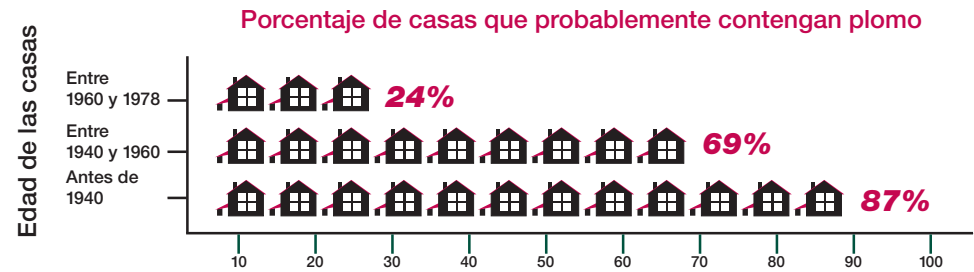
La clave para protegerse usted mismo y a su familia durante una remodelación, reparación o trabajo de pintura es usar prácticas seguras para trabajar con el plomo, tales como contener el polvo dentro del área de trabajo, usando métodos de trabajo que minimicen el polvo y llevando a cabo una limpieza cuidadosa, como se describe en este folleto.

Otras fuentes de plomo.

Recuerde, el plomo también puede venir de la tierra de afuera, su agua, o artículos domésticos (tales como cerámica vidriada con plomo y cristal de plomo). Comuníquese con el Centro Nacional de Información sobre el Plomo (National Lead Information Center) al 1-800-424-LEAD (5323) para mayor información sobre estas fuentes.



REVISANDO SU CASA POR PINTURA A BASE DE PLOMO



Las casas, instalaciones de cuidado infantil y escuelas de más edad tienen más probabilidad de contener pintura a base de plomo.

Las casas pueden ser casas unifamiliares o departamentos. Pueden ser privadas, asistidas por el gobierno o viviendas públicas. Las escuelas consisten de aulas preescolares y de kindergarten. Pueden ser urbanas, suburbanas, o rurales.

Usted tiene las siguientes opciones:

Usted puede decidir el asumir que su casa, instalación de cuidado infantil, o escuela contiene plomo. Especialmente en las casas y edificios más antiguos, usted puede simplemente querer asumir que la pintura a base de plomo está presente y seguir las prácticas seguras para trabajar con el plomo descritas en este folleto durante la remodelación, reparación, o trabajo de pintura.

Usted puede contratar a un profesional acreditado para verificar si hay pintura a base de plomo

Estos profesionales son asesores o inspectores de riesgo acreditados, y pueden determinar si su casa tiene plomo o riesgos causados por el plomo.

- Un inspector acreditado o asesor de riesgo puede llevar a cabo una inspección para decirle si su casa, o una porción de su casa, tiene pintura a base de plomo y dónde está ubicada. Esto le indicará las áreas de su casa donde las prácticas seguras para trabajar con el plomo son necesarias.
- Un asesor de riesgo acreditado puede llevar a cabo una evaluación de riesgo e informarle si su casa actualmente tiene algún riesgo de tener plomo causado por la pintura con plomo, polvo o tierra. El asesor de riesgo también puede decirle qué acciones tomar para tratar cualquier riesgo.
- Si necesita ayuda para encontrar un asesor o inspector de riesgo acreditado, llame al Centro Nacional de Información sobre el Plomo (National Lead Information Center) al 1-800-424-LEAD (5323).

Usted también puede contratar a un renovador acreditado para que analice las superficies o componentes alteradas para determinar si contienen plomo con un equipo de análisis de plomo. Los equipos de análisis deben estar aprobados por la EPA y están disponibles en las ferreterías. Incluyen instrucciones detalladas para su uso.

PARA DUEÑOS DE PROPIEDADES

Usted tiene la responsabilidad final por la seguridad de su familia, inquilinos, o niños bajo su cuidado.

Esto significa prepararse apropiadamente para la remodelación y mantener a las personas fuera del área de trabajo (ver página 8). También significa asegurarse de que el contratista use prácticas seguras para trabajar con el plomo.

La ley federal requiere que los contratistas que lleven a cabo proyectos de remodelación, reparación y pintura que alteren la pintura a base de plomo en casas, instalaciones de cuidado infantil y escuelas construidas antes de 1978, estén acreditados y sigan prácticas de trabajo específicas para evitar la contaminación con plomo.

Asegúrese que su contratista esté acreditado, y que pueda explicar claramente los detalles del trabajo y cómo el contratista minimizará los riesgos del plomo durante el trabajo.

- Puede usted verificar si un contratista es acreditado, visitando la página web de la EPA en www.epa.gov/getleadsafe o llamando al Centro Nacional de Información sobre el Plomo (National Lead Information Center) al 1-800-424-LEAD (5323). También puede pedir ver una copia de la certificación de la compañía del contratista.
- Pregunte al contratista si está capacitado para llevar a cabo prácticas seguras para trabajar con el plomo y pida ver una copia de su certificado de capacitación.
- Pregúnteles qué métodos seguros para trabajar con el plomo usarán para configurar y llevar a cabo el trabajo en su casa, instalación de cuidado infantil o escuela.
- Pida referencias de al menos tres trabajos recientes de casas construidas antes de 1978, y hable con cada uno personalmente.

Siempre asegúrese de que el contrato sea claro acerca de cómo se configurará el trabajo, se llevará a cabo y se limpiará.

- Comparta los resultados de cualesquier análisis previo de plomo con el contratista.
- Usted debe especificar en el contrato que sigan las prácticas descritas en las páginas 9 y 10 de este folleto.
- El contrato debe especificar qué partes de su casa forman parte del área de trabajo y especificar que prácticas seguras para trabajar con el plomo deberán usarse en esas áreas. Recuerde, su contratista debe confinar el polvo y escombros al área de trabajo y debe minimizar el esparcir ese polvo a otras áreas de la casa.
- El contrato también debe especificar que el contratista limpie el área de trabajo, verifique que haya sido limpiada adecuadamente, y que vuelva a limpiarla si es necesario.

Si usted piensa que un trabajador no está haciendo lo que debe hacer o está haciendo algo que no es seguro, usted debe:

- Dirigir al contratista a cumplir con los requerimientos de los reglamentos y del contrato.
- Llamar a su departamento de salud o construcción, o
- Llamar a la línea directa gratuita de la EPA 1-800-424 LEAD (5323).

Si su propiedad recibe asistencia de vivienda del HUD (Departamento de Vivienda y Desarrollo Urbano, por sus siglas en inglés) (o de una agencia estatal o local que use fondos de HUD), usted debe seguir los requerimientos más rigurosos de la Regla de HUD sobre seguridad en la vivienda con pintura a base de plomo (HUD's Lead-safe Housing Rule) y los que se describen en este folleto.

PARA INQUILINOS, Y FAMILIAS DE NIÑOS MENORES DE SEIS AÑOS EN INSTALACIONES DE CUIDADO INFANTIL Y ESCUELAS

Usted juega un papel importante en asegurarse del mayor nivel de seguridad para su familia.

Esto significa prepararse apropiadamente para la renovación y mantenerse fuera del área de trabajo (ver página 8).

La ley federal requiere que los contratistas que lleven a cabo proyectos de remodelación, reparación y pintura que alteren la pintura a base de plomo en casas, instalaciones de cuidado infantil y escuelas, construidas antes de 1978, frecuentadas por niños menores de 6 años, estén certificados y sigan prácticas laborales específicas para evitar la contaminación por el plomo.

La ley requiere que cualquier persona contratada para remodelar, reparar o hacer trabajo de preparación de pintado en una propiedad construida antes de 1978 siga los pasos descritos en las páginas 9 y 10 a menos que el área donde el trabajo será hecho no contenga pintura a base de plomo.

Si usted piensa que un trabajador no está haciendo lo que debe hacer o está haciendo algo que no es seguro, usted debe:

- Comunicarse con su arrendador.
- Llamar a su departamento de salud o construcción, o
- Llamar a la línea directa gratuita de la EPA 1-800-424 LEAD (5323).

Si está usted preocupado acerca de los riesgos del plomo que quedaron después de que el trabajo haya sido concluido, puede verificar el trabajo usted mismo (ver página 10).



PREPARÁNDOSE PARA UNA REMODELACIÓN

Las áreas de trabajo no deben ser accesibles a los ocupantes mientras se lleva a cabo el trabajo.

Los cuartos o áreas donde se está llevando a cabo el trabajo pueden ser bloqueados o sellados con hojas de plástico para contener cualquier polvo que se genere. Por lo tanto, el área contenida no estará a su disposición hasta que el trabajo en ese cuarto o área esté completo, limpiado totalmente, y el contaminante haya sido extraído. Es posible que usted no tenga acceso a algunas áreas y debe planear de acuerdo a eso.

Puede que usted necesite:

- Una recámara, baño y arreglos de cocina alternos si el trabajo está ocurriendo en esas áreas de su casa.
- Un lugar seguro para las mascotas porque ellas también pueden ser envenenadas por el plomo y pueden llevar polvo de plomo a otras áreas de la casa.
- Un pasillo separado para el contratista desde el área de trabajo hacia afuera, para traer materiales dentro y fuera de la casa. Idealmente, no debe de ser a través de la misma entrada que usa su familia.
- Un lugar para almacenar sus muebles. Puede que tenga que mover sus muebles y pertenencias del área donde se está llevando a cabo el trabajo. Los artículos que no puedan moverse, como gabinetes, deben ser envueltos en plástico.
- Apagar los sistemas de calefacción y aire acondicionado con sistemas de aire forzado mientras se hace el trabajo. Esto evita que el polvo se esparza a través de las rejillas de ventilación desde el área de trabajo al resto de su casa. Considere cómo esto puede afectar sus disposiciones de vivienda.

Usted puede aún querer mudarse de su casa temporalmente mientras todo o parte del trabajo siga en continuación.

Puede que las instalaciones de cuidado infantil y escuelas quieran considerar acceso alternativo para los niños a las instalaciones necesarias.



DURANTE EL TRABAJO

La ley Federal requiere que los contratistas que sean contratados para llevar a cabo proyectos de remodelación, reparación y pintura en casas, instalaciones de cuidado infantil y escuelas construidas antes de 1978, que alteren la pintura a base de plomo, estén acreditados y sigan prácticas de trabajo específicas para evitar la contaminación por el plomo.

Las prácticas laborales que los contratistas están requeridos a seguir, deben incluir los siguientes tres simples procedimientos:

1. Contener el área de trabajo. El área debe estar contenida para que el polvo y escombros no escapen de esa área. Deben ponerse letreros de advertencia, y se debe usar plástico u otro material impermeable y cinta adhesiva según sea apropiado para:

- Cubrir los pisos y cualquier mueble que no pueda ser movido.
- Sellar puertas y rejillas de ventilación del sistema de calefacción y enfriamiento.

Éstas ayudarán a prevenir a que el polvo o los escombros salgan del área de trabajo.

2. Evite usar métodos de renovación que generan cantidades grandes de polvo contaminado con plomo.

Algunos métodos generan grandes cantidades de polvo contaminado con plomo y su uso está prohibido. Éstos son:

- Quemar con llama abierta o usar una antorcha o soplete.
- Lijar, moler, cepillar, usar un martillo escareador de agujas, o usar limpiadores de alta presión y equipo que no tengan una cubierta con accesorio de aspiración HEPA (filtro de aire de alta eficiencia para partículas suspendidas, por sus siglas en inglés).
- Usar una pistola de calor a temperaturas mayores de 1100° F.



No hay forma de eliminar el polvo, pero algunos métodos hacen menos polvo que otros. Los contratistas pueden usar varios métodos para minimizar la generación de polvo, como por ejemplo, usar agua para rociar las áreas antes de lijar o raspar; cortar con una cuchilla u hoja la pintura que se haya secado sobre cualquier componente y luego jalar y separar los componentes en lugar de romperlos.

3. Limpiar a fondo. El área de trabajo debe ser limpiada diariamente para mantenerla tan limpia como sea posible. Cuando todo el trabajo esté completo, el área debe ser limpiada usando métodos especiales de limpieza antes de quitar cualquier plástico que aisle el área de trabajo del resto de la casa. Los métodos especiales de limpieza deben incluir:

- Usar una aspiradora HEPA (filtro de aire de alta eficiencia para partículas suspendidas) para limpiar el polvo y escombros sobre todas las superficies, seguido por
- Trapeado húmedo y enjuagar con bastante agua.

Cuando se haya terminado la limpieza final, mire a su alrededor. No debe quedar polvo, pedazos de pintura, o escombros en el área de trabajo. Si usted ve algo de polvo, cáscaras de pintura o escombros, el área debe ser limpiada nuevamente.

PARA DUEÑOS DE PROPIEDADES: DESPUÉS DE QUE EL TRABAJO ESTÉ COMPLETO

Cuando todo el trabajo esté terminado, usted querrá saber si su casa, instalación de cuidado infantil o escuela ha sido limpiada apropiadamente. He aquí algunas maneras de verificar.

Pregunte acerca de la verificación final de limpieza de su contratista. Recuerde, el polvo de plomo es frecuentemente invisible a simple vista. Puede estar presente aún si usted no puede verlo. El contratista debe usar paños de limpieza desechables para limpiar el suelo del área de trabajo y compararlos con una tarjeta de verificación de limpieza para determinar si el área de trabajo se limpió adecuadamente.

Para ordenar una tarjeta de verificación de limpieza e instrucciones detalladas visite el sitio Web de la EPA en www.epa.gov/lead o comuníquese con el Centro Nacional de Información sobre el Plomo (National Lead Information Center) al **1-800-424-LEAD (5323)** o visite su sitio Web en www.epa.gov/lead/nlic.htm.

Usted también puede elegir hacer un análisis de polvo de plomo. Dichos análisis se llevan a cabo utilizando un papel absorbente especial que se pasa por la superficie para recolectar una muestra de polvo. Estas muestras se mandan a un laboratorio de análisis para detectar si hay polvo de plomo presente.

- Usted puede especificar en su contrato que se haga un análisis de polvo de plomo. En ese caso, asegúrese de aclarar quién hará el análisis.
- El análisis debe ser hecho por un profesional que trabaja con plomo.

Si usted elige hacer el análisis, algunos laboratorios de plomo reconocidos por la EPA le enviarán un equipo que le permite recolectar muestras y enviarlas de regreso a laboratorio para análisis.

Comuníquese con el Centro Nacional de Información sobre el Plomo (National Lead Information Center) al **1-800-424-LEAD (5323)** para listas de profesionales calificados y laboratorios de plomo reconocidos por la EPA.

Si su casa, instalación de cuidado infantil o escuela no pasa el análisis del polvo, el área debe ser limpiada nuevamente y se debe hacer el análisis de polvo de plomo otra vez.

Cuando el proyecto se haga por contrato, es una buena idea especificar en el contrato que el contratista es responsable por volver a limpiar si es que la casa, instalación de cuidado infantil, o escuela no pasa el análisis.



PARA MAYOR INFORMACIÓN

Puede que usted necesite información adicional sobre cómo proteger a sus niños y a sí mismo mientras se está haciendo un trabajo en su casa, su edificio o instalación de cuidado infantil.

El Centro Nacional de Información sobre el Plomo (National Lead Information Center) al **1-800-424-LEAD (5323)** o www.epa.gov/lead/nlic.htm puede informarle cómo ponerse en contacto con sus programas estatales, locales y/o tribales u obtener información general acerca de la prevención de envenenamiento por el plomo.

- Los programas estatales y tribales de prevención de envenenamiento por el plomo o de protección del medio ambiente pueden proporcionar información acerca de las normas del plomo y fuentes potenciales de ayuda financiera para reducir los riesgos del plomo. Si su gobierno estatal o local tiene requerimientos más estrictos que aquellos descritos en este folleto, usted debe seguir esos requerimientos.
- Los oficiales del código de construcción local pueden informarle acerca de los reglamentos que aplican al trabajo de renovación que usted está planeando.
- Los departamentos estatales, del condado, y locales de salud pueden proporcionarle información acerca de los programas locales, incluyendo asistencia para niños envenenados con plomo y consejo sobre maneras de hacer que su casa sea revisada para ver si contiene plomo.

El Centro Nacional de Información sobre el Plomo (National Lead Information Center) puede también proporcionar una variedad de materiales de recursos, incluyendo las siguientes guías acerca de las prácticas laborales seguras para trabajar con la pintura a base de plomo. Muchos de estos materiales están también disponibles en español en: <http://www.epa.gov/lead/pubs/leadinfoesp.htm>

- Contratistas – Seguridad Contra el Plomo Durante la Renovación http://www.epa.gov/lead/pubs/contractor_brochure.pdf
- Déle a su niño la oportunidad de su vida – Mantenga a su hijo libre del plomo http://www.epa.gov/lead/pubs/chance_span.pdf
- El envenenamiento por el plomo y sus niños <http://www.epa.gov/lead/pubs/lpandycs.pdf>
- Proteja a su familia en contra del plomo en su casa <http://www.epa.gov/lead/pubs/leadpdfs.pdf>

También puede encontrar los siguientes recursos en inglés en: www.epa.gov/lead/pubs/brochure.htm

- Steps to Lead Safe Renovation, Repair and Painting
- Protect Your Family From Lead in Your Home
- Lead in Your Home: A Parent's Reference Guide

Para los afectados del oído, llame al Servicio Federal de Transmisión de Información (Federal Information Relay Service) al 1-800-877-8339 para tener acceso a cualquiera de los números de teléfono en este folleto.



CONTACTOS DE LA EPA

Oficinas Regionales de la EPA

La EPA trata los riesgos del plomo residencial a través de varias reglamentaciones diferentes.

La EPA requiere capacitación y certificación para llevar a cabo reducción, educación acerca de los riesgos asociados con las renovaciones, divulgación acerca de los riesgos conocidos acerca de la pintura a base de plomo y plomo en las viviendas, y fija los estándares del riesgo de la pintura a base de plomo.

Su Oficina Regional de la EPA puede proporcionar la mayor información con respecto a la seguridad del plomo y los programas de protección del plomo en www.epa.gov/lead.

Region 1
(Alabama, Florida, Georgia, Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island, Vermont)
Regional Lead Contact
U.S. EPA Region 1
Suite 1100
One Congress Street
Boston, MA 02114-2023
(888) 372-7341

(Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee)
Regional Lead Contact
U.S. EPA Region 4
61 Forsyth Street, SW
Atlanta, GA 30303-8960
(404) 562-9900

Region 2
(New Jersey, New York, Puerto Rico, Virgin Islands)
Regional Lead Contact
U.S. EPA Region 2
2890 Woodbridge Avenue
Building 205, Mail Stop 225
Edison, NJ 08837-3679
(732) 321-6671

Region 5
(Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin)
Regional Lead Contact
U.S. EPA Region 5
77 West Jackson Boulevard
Chicago, IL 60604-3507
(312) 886-6003

Region 3
(Delaware, Maryland, Pennsylvania, Virginia, Washington, DC, West Virginia)
Regional Lead Contact
U.S. EPA Region 3
1650 Arch Street
Philadelphia, PA
19103-2029
(215) 814-5000

Region 6
(Arkansas, Louisiana, New Mexico, Oklahoma, Texas)
Regional Lead Contact
U.S. EPA Region 6
1445 Ross Avenue,
12th Floor
Dallas, TX 75202-2733
(214) 665-6444

(Iowa, Kansas, Missouri, Nebraska)
Regional Lead Contact
U.S. EPA Region 7
901 N. 5th Street
Kansas City, KS 66101
(913) 551-7003

Region 8
(Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming)
Regional Lead Contact
U.S. EPA Region 8
1595 Wynkoop Street
Denver, CO 80202
(303) 312-6312

Region 9
(Arizona, California, Hawaii, Nevada)
Regional Lead Contact
U.S. Region 9
75 Hawthorne Street
San Francisco, CA 94105
(415) 947-8021

Region 10
(Alaska, Idaho, Oregon, Washington)
Regional Lead Contact
U.S. EPA Region 10
1200 Sixth Avenue
Seattle, WA 98101-1128
(206) 553-1200

OTRAS AGENCIAS FEDERALES

CPSC (Comisión para la Seguridad de los Productos de Consumo, por sus siglas en inglés)

La Comisión para la Seguridad de los Productos de Consumo (CPSC por sus siglas en inglés) protege al público del riesgo irrazonable de lesión o muerte de 15,000 tipos de productos de consumo bajo la jurisdicción de la agencia. La CPSC advierte al público y los sectores privados reducir la exposición al plomo y aumentar la conciencia del consumidor. Comuníquese con la CPSC para mayor información con respecto a los reglamentos y seguridad del producto de consumo.

CPSC (Comisión para la Seguridad de los Productos de Consumo)
4330 East West Highway
Bethesda, MD 20814
Línea Directa Gratuita 1-(800) 638-2772
www.cpsc.gov

CDC (Los Centros para el Control y Prevención de Enfermedades, por sus siglas en inglés) División de Prevención de Envenenamiento por el Plomo en la Infancia

Los Centros para el Control y Prevención de Enfermedades (CDC por sus siglas en inglés) asisten a los programas estatales y locales de prevención de envenenamiento por el plomo en la infancia para proporcionar una base científica para decisiones de políticas, y para asegurar que los problemas de salud se traten en decisiones acerca de la vivienda y el ambiente. Comuníquese con el Programa de Prevención de Envenenamiento por el Plomo en la Infancia de CDC para materiales adicionales y enlaces sobre el tema del plomo.

CDC Childhood Lead Poisoning Prevention Branch
4770 Buford Highway, MS F-40
Atlanta, GA 30341
(770) 488-3300
www.cdc.gov/nceh/lead

HUD (Departamento de Vivienda y Desarrollo Urbano, por sus siglas en inglés) Oficina de Casas Saludables y Control del Riesgo de Plomo

El Departamento de Vivienda y Desarrollo Urbano (HUD por sus siglas en inglés) proporciona fondos a los gobiernos estatales y locales para desarrollar formas accesibles para reducir los riesgos de la pintura a base de plomo en las viviendas de propiedad privada de bajos ingresos. Además la oficina respalda la regla sobre la notificación de la presencia de pintura a base de plomo y/o peligros de la pintura a base de plomo en las viviendas, y los reglamentos de seguridad del plomo del HUD en viviendas asistidas por HUD. También proporciona alcance público y asistencia técnica, y lleva a cabo estudios técnicos para ayudar a proteger a los niños y sus familias de riesgos de salud y seguridad en la casa. Comuníquese con la Oficina de Casas Saludables y Control del Riesgo del Plomo de HUD para información sobre los reglamentos del plomo, esfuerzos de alcance público, e investigación sobre el control del riesgo del plomo y programas de subvenciones de alcance público.

U.S. Department of Housing and Urban Development (Departamento de Vivienda y Desarrollo Urbano de los EE.UU.)
Office of Healthy Homes and Lead Hazard Control (Oficina de Casas Saludables y Control del Riesgo de Plomo)
451 Seventh Street, SW, Room 8236
Washington, DC 20410-3000
Línea Directa de Reglamentos de Plomo del HUD (202) 402-7698
www.hud.gov/offices/lead/



MUESTRA DEL FORMULARIO ACTUAL DE REMODELACIÓN PREVIA

Este formulario de muestra puede ser utilizado por compañías de renovación para documentar su cumplimiento con los reglamentos federales de educación antes de la renovación, y de la renovación, reparación y pintura.

Confirmación del Ocupante

Recibo del Folleto

- He recibido una copia del folleto, Remodelar correctamente: Información importante del riesgo del plomo para familias, proveedores de cuidado infantil y escuelas informándome del posible peligro por la exposición al riesgo del plomo que podría ser causado por la actividad de renovación que se llevará a cabo en mi unidad de vivienda. Recibí este folleto antes de que el trabajo empiece.

Nombre del dueño u ocupante en letra de imprenta

Firma del dueño u ocupante

Fecha firmada

Opción de auto-certificación del renovador (solamente para viviendas ocupadas por inquilinos)

Instrucciones para el renovador: Si el folleto acerca del plomo fue entregado pero no se pudo obtener la firma de un inquilino, usted puede marcar la casilla apropiada abajo.

- Rehusó firmar** – Certifico que he hecho un esfuerzo de buena fe para entregar el folleto de información acerca de los peligros del plomo a la vivienda en alquiler listada abajo en la fecha y hora indicadas y que el ocupante se negó a firmar la confirmación de recibo. Además certifico que he dejado una copia del folleto en la unidad con el ocupante.
- No estaba disponible para firmar** – Certifico que he hecho un esfuerzo de buena fe para entregar el folleto de información acerca de los peligros del plomo a la unidad en alquiler listada abajo y que el ocupante no estaba disponible para firmar la confirmación de recibo. Además certifico que he dejado una copia del folleto en la unidad deslizándola bajo la puerta o de la siguiente manera (escriba explicando como dejó el folleto).

Nombre de la persona certificando el intento de entrega en letra de imprenta

Fecha y hora de intento de entrega

Firma de la persona certificando la entrega del folleto acerca del plomo

Dirección de la unidad

Nota con respecto a la opción de enviar por correo — AComo alternativa a entregar en persona, usted puede enviar por correo el folleto acerca del plomo al propietario y/o inquilino. El folleto debe ser enviado por correo al menos 7 días antes de la renovación (Documento con un certificado de envío por correo de la oficina postal).

