



## Renovation Work Practice Standards



**Firm:** \_\_\_\_\_ **Firm Lic. #** \_\_\_\_\_

**Certified Renovator:** \_\_\_\_\_ **Renovator Lic. #** \_\_\_\_\_

**Address of Property:** \_\_\_\_\_ **Dates of Work:** \_\_\_\_\_

<b>Work Practices Followed:</b>	<b>Date Completed</b>
Firms 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.	
Before beginning the renovation, the firm must isolate the work area so that no dust or debris leaves the work area while the renovation is being performed. In addition, the firm 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 firm must also ensure that containment is installed in such a manner that it does not interfere with occupant and worker egress in an emergency.	
<b>Interior Renovations (if applicable):</b>	<b>Date Completed</b>
Remove all objects from the work area, including furniture, rugs, and window coverings, or cover them with plastic sheeting or other impermeable material with all seams and edges taped or otherwise sealed.	
Close and cover all ducts opening in the work area with taped-down plastic sheeting or other impermeable material.	
Close windows and doors in the work area. Doors must be covered with plastic sheeting or other impermeable material. Doors used as an entrance to the work area must be covered with plastic sheeting or other impermeable material in a manner that allows workers to pass through while confining dust and debris to the work area.	
Cover the floor surface, including installed carpet, with taped-down plastic sheeting or other impermeable material in the work area 6 feet beyond the perimeter of surfaces undergoing renovation or a sufficient distance to contain the dust, whichever is greater.	
Use precautions to 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.	
<b>Exterior Renovations (if applicable):</b>	<b>Date Completed</b>
Close all doors and windows within 20 feet of the renovation. On multi-story buildings, close all doors and windows within 20 feet of the renovation on the same floor as the renovation, and close all doors and windows on all floors below that are the same horizontal distance from the renovation.	
Ensure that doors within the work area that will be used while the job is being performed are covered with plastic sheeting or other impermeable material in a manner that allows workers to pass through while confining dust and debris to the work area.	
Cover the ground with plastic sheeting or other disposable impermeable material extending 10 feet beyond the perimeter of surfaces undergoing renovation or a sufficient distance to collect falling paint debris, whichever is greater, unless the property line prevents 10 feet of such ground covering.	
In certain situations, the renovation firm must take extra precautions in containing the work area to ensure that dust and debris from the renovation does not contaminate other buildings or other areas of the property or migrate to adjacent properties.	

<b>Prohibited or Restricted Practices:</b>	<b>Date Completed</b>
Open-flame burning or torching of lead-based paint is prohibited.	
The use of machines that remove lead-based paint through high speed operation such as sanding, grinding, power planing, needle gun, abrasive blasting, or sandblasting, is prohibited unless such machines are used with HEPA exhaust control.	
Operating a heat gun on lead-based paint is prohibited.	
<b>Waste from Renovations:</b>	<b>Date Completed</b>
Waste from renovation activities must be contained to prevent releases of dust and debris before the waste is removed from the work area for storage or disposal. If a chute is used to remove waste from the work area, it must be covered.	
At the conclusion of each work day and at the conclusion of the renovation, waste that has been collected from renovation activities must be stored under containment, in an enclosure, or behind a barrier that prevents release of dust and debris out of the work area and prevents access to dust and debris.	
When the firm transports waste from renovation activities, the firm must contain the waste to prevent release of dust and debris.	
<b>Cleaning the Work Area:</b>	<b>Date Completed</b>
After the renovation has been completed, the firm must clean the work area until no dust, debris or residue remains.	
Collect all paint chips and debris and, without dispersing any of it, seal this material in a heavy-duty bag.	
Remove the protective sheeting. Mist the sheeting before folding it, fold the dirty side inward, and either tape shut to seal or seal in heavy-duty bags. Sheeting used to isolate contaminated rooms from non-contaminated rooms must remain in place until after the cleaning and removal of other sheeting. Dispose of the sheeting as waste.	
<b>Interior Cleaning (if applicable):</b>	<b>Date Completed</b>
The firm must clean all objects and surfaces in the work area and within 2 feet of the work area in the following manner, cleaning from higher to lower.	
<i>Walls.</i> 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.	
<i>Remaining surfaces.</i> Thoroughly vacuum all remaining surfaces and objects in the work area, including furniture and fixtures, with a HEPA vacuum. The HEPA vacuum must be equipped with a beater bar when vacuuming carpets and rugs.	
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 2-bucket mopping method, or using a wet mopping system.	

<b>Certification:</b> (I certify under penalty of law that the foregoing is true and correct to the best of my knowledge and that I have examined all documents and records associated with this renovation project and that they are consistent with provisions of 40 CFR 745 et seq. and K.A.R. 28-72-01 et seq.)	
Signature of Certified Renovator:	Date:
Signature of Representative of Renovation Firm (if different):	Date: