



APPLICATION CHECKSHEET FOR LEAD CONTRACTOR

State Form 50745 (R6 / 4-11)

INDIANA STATE DEPARTMENT OF HEALTH

- INSTRUCTIONS:
1. DO NOT RETURN THIS SHEET WITH APPLICATION
 2. This checklist is used by ISDH to review your Form 48739 "Application for Lead Contractor License" and is provided only to assist you in compiling a complete Standard Operating Procedures manual for submittal with the lead contractor license application.

FOR OFFICE USE ONLY BY REVIEWER

Company name:

Applicant name:

Designated Representative Name:

Reviewed by:

Date reviewed (month, day, year):

TYPE OF LICENSE

☐ NEW LICENSE ☐ LICENSE RENEWAL - Expiration Date: ____/____/____

STATUS

☐ APPROVED ☐ DENIED PENDING ADDITIONAL INFORMATION

PART A: CHECKLIST - GENERAL INFORMATION

► Has the contractor satisfied the following general requirements?:

YES	NO	RULE	REQUIREMENT
☐	☐	410 IAC 32-2-4(b)(4)	General and personal information provided If no, provide the following: _____
☐	☐	410 IAC 32-2-4(b)(12)	Proof of financial responsibility attached Verified: _____
☐	☐	410 IAC 32-2-4(b)(1)	Indiana Project Supervisor License Submitted copy of current Indiana lead-based paint Project Supervisor license
☐	☐	410 IAC 32-2(4)(b)(7)	Standard Operating Procedures (SOP) Manual Copy of contractor's written standard operating procedures for the following regulatory programs: 410 IAC 32-1; 29 CFR 1926.62; and 29 CFR 1910.134 NOTE: SOP manual should include detailed, specific written procedures for contractor's compliance with Indiana's lead laws. This includes notification, work practice, and licensing requirements.

PART B: CHECKLIST - 410 IAC 32-4

► Has the contractor satisfied the following requirements to comply with 410 IAC 32-4?

YES	NO	RULE	REQUIREMENT
☐	☐	410 IAC 32-4-1(a) & (b)	Applicability of Rule NOTE: Any person or company performing lead-based paint activities shall comply with the appropriate work practices. A political subdivision or a state agency may not accept a bid for a lead-based paint activities project.

PART B: CHECKLIST - 410 IAC 32-4 (continued)

► Has the contractor satisfied the following requirements to comply with 410 IAC 32-4?

YES	NO	RULE	REQUIREMENT
☐	☐	410 IAC 32-1-3, 9, & 78	Definitions (adequate quality control, child-occupied facility, target housing)
☐	☐	410 IAC 32-4-6	Indiana notification requirements/contents/schedule/form
☐	☐	410 IAC 32-4-7(1) - (8)	Lead abatement procedures - interior ☐ Post warning signs ☐ Wall to wall carpeting ☐ Wrapped with six (6) mil polyethylene ☐ Area shall be sealed from non-work areas ☐ After sealing off the work area, floors shall be covered ☐ Forced-air heating and air conditioning systems shall be shut down ☐ Alternative entrances and egresses that are located outside of the work area ☐ Work area shall be cleaned with HEPA vacuum
☐	☐	410 IAC 32-4-8(1) - (3)	Lead abatement procedures - exterior ☐ Uncontained water, and abrasive blasting ☐ Before abating lead paint using wet methods on exterior work areas, the following site preparation procedures shall be used: 32-4-8(2)(A-E) ☐ Before beginning to abate lead paint using dry methods on exterior work areas, the following site preparation procedures shall be used: 32-4-8(3)(A-D)
☐	☐	410 IAC 32-4-15	Notification fees
☐	☐	410 IAC 32-4-9(1) - (6)	Post-abatement clearance procedures
☐	☐	410 IAC 32-4-10(1) - (4)	Lead-based paint sampling procedures Clearance sampling under section 9 of this rule shall be conducted as follows: ☐ Dwelling will be selected for the random sample ☐ Dwellings are selected for dust sampling ☐ A licensed supervisor or project designer shall prepare a report; the report shall include (A)-(F)

PART C: CHECKLIST - 410 IAC 32-4-11; 29 CFR 1926.62 and 1910.134

► Has the contractor satisfied the following requirements to comply with 410 IAC 32-4-11?

YES	NO	RULE	REQUIREMENT
☐	☐	410 IAC 32-4-11(1) - (5)	Lead-based paint abatement disposal procedures Follow these procedures when disposing of lead- based paint waste – (1)-(5)
☐	☐	29 CFR 1926.62	Construction Standard: ☐ Permissible exposure limit ☐ Regulated areas ☐ Exposure monitoring ☐ Engineering controls & work practices ☐ Respiratory protection ☐ Protective clothing ☐ Clean change areas ☐ Hazard communications to employees ☐ Medical surveillance
☐	☐	29 CFR 1910.134	Respiratory Protection Standards

► Has the contractor satisfied the following requirements to comply with 410 IAC 32-2-4(b)?:

YES	NO	RULE	REQUIREMENT
☐	☐	410 IAC 32-2-4(b)(4)	Competency Demonstrated competency in the field of lead project implementation and has read and understands 410 IAC 32 and 40 CFR 745.
☐	☐	410 IAC 32-2-4(b)(6)	Prior Contracts A complete list of prior contracts for the previous thirty-six (36) months for lead projects including names, addresses & telephone numbers of persons for whom projects were performed
☐	☐	410 IAC 32-2-4(b)(8)	Terminated Lead Projects A description of any lead-based paint projects which were prematurely terminated or not completed, including circumstances surrounding termination
☐	☐	410 IAC 32-2-4(b)(9)	Contractual Penalties A list of any contractual penalties related to lead-based paint activities that contractor has paid for noncompliance with contract specifications
☐	☐	410 IAC 32-2-4(b)(10)	Citations/Violations/Findings Copies of any and all citations, notices of violation, or findings of violation levied against the contractor for violations of regulations pertaining to lead abatement and a description of how the allegations were resolved
☐	☐	410 IAC 32-2-4(b)(11)	Legal Actions/Claims A description detailing all legal proceedings, lawsuits or claims levied against the contractor or any of his/her past or present employees while employed by the contractor, for lead-based paint related activities

► Are the following items included with contractor application?

YES	NO	RULE	REQUIREMENT
☐	☐	410 IAC 23-2-4(b)(3)	White colored lead signature cards signed and attached
☐	☐	410 IAC 32-2-4(e)	Two 1-½ inch by 1-½ inch recent color photographs of applicant attached
☐	☐	410 IAC 32-2-4(b)(2)	Application signed
☐	☐	410 IAC 32-2-9	Application fee of \$150 submitted with application

[illegible]