



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			
<input type="checkbox"/> NEW LICENSE <input type="checkbox"/> LICENSE RENEWAL - Expiration Date: ____/____/____			
STATUS			
<input type="checkbox"/> APPROVED		<input type="checkbox"/> DENIED PENDING ADDITIONAL INFORMATION	
PART A: CHECKLIST - GENERAL INFORMATION			
▶ Has the contractor satisfied the following general requirements?:			
YES	NO	RULE	REQUIREMENT
<input type="checkbox"/>	<input type="checkbox"/>	410 IAC 32-2-4(b)(4)	General and personal information provided If no, provide the following: _____
<input type="checkbox"/>	<input type="checkbox"/>	410 IAC 32-2-4(b)(12)	Proof of financial responsibility attached Verified: _____
<input type="checkbox"/>	<input type="checkbox"/>	410 IAC 32-2-4(b)(1)	Indiana Project Supervisor License Submitted copy of current Indiana lead-based paint Project Supervisor license
<input type="checkbox"/>	<input type="checkbox"/>	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
<input type="checkbox"/>	<input type="checkbox"/>	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
<input type="checkbox"/>	<input type="checkbox"/>	410 IAC 32-1-3, 9, & 78	Definitions (adequate quality control, child-occupied facility, target housing)
<input type="checkbox"/>	<input type="checkbox"/>	410 IAC 32-4-6	Indiana notification requirements/contents/schedule/form
<input type="checkbox"/>	<input type="checkbox"/>	410 IAC 32-4-7(1) - (8)	Lead abatement procedures - interior <input type="checkbox"/> Post warning signs <input type="checkbox"/> Wall to wall carpeting <input type="checkbox"/> Wrapped with six (6) mil polyethylene <input type="checkbox"/> Area shall be sealed from non-work areas <input type="checkbox"/> After sealing off the work area, floors shall be covered <input type="checkbox"/> Forced-air heating and air conditioning systems shall be shut down <input type="checkbox"/> Alternative entrances and egresses that are located outside of the work area <input type="checkbox"/> Work area shall be cleaned with HEPA vacuum
<input type="checkbox"/>	<input type="checkbox"/>	410 IAC 32-4-8(1) - (3)	Lead abatement procedures - exterior <input type="checkbox"/> Uncontained water, and abrasive blasting <input type="checkbox"/> 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) <input type="checkbox"/> 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)
<input type="checkbox"/>	<input type="checkbox"/>	410 IAC 32-4-15	Notification fees
<input type="checkbox"/>	<input type="checkbox"/>	410 IAC 32-4-9(1) - (6)	Post-abatement clearance procedures
<input type="checkbox"/>	<input type="checkbox"/>	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: <input type="checkbox"/> Dwelling will be selected for the random sample <input type="checkbox"/> Dwellings are selected for dust sampling <input type="checkbox"/> 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
<input type="checkbox"/>	<input type="checkbox"/>	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)
<input type="checkbox"/>	<input type="checkbox"/>	29 CFR 1926.62	Construction Standard: <input type="checkbox"/> Permissible exposure limit <input type="checkbox"/> Regulated areas <input type="checkbox"/> Exposure monitoring <input type="checkbox"/> Engineering controls & work practices <input type="checkbox"/> Respiratory protection <input type="checkbox"/> Protective clothing <input type="checkbox"/> Clean change areas <input type="checkbox"/> Hazard communications to employees <input type="checkbox"/> Medical surveillance
<input type="checkbox"/>	<input type="checkbox"/>	29 CFR 1910.134	Respiratory Protection Standards

PART D: CHECKLIST - 410 IAC 32-2-4(b)

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

YES	NO	RULE	REQUIREMENT
<input type="checkbox"/>	<input type="checkbox"/>	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.
<input type="checkbox"/>	<input type="checkbox"/>	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
<input type="checkbox"/>	<input type="checkbox"/>	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
<input type="checkbox"/>	<input type="checkbox"/>	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
<input type="checkbox"/>	<input type="checkbox"/>	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
<input type="checkbox"/>	<input type="checkbox"/>	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

PART E: CHECKLIST - OTHER

► Are the following items included with contractor application?

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

ART F: REVIEWER'S COMMENTS
