

Renovation Project Summary & Recordkeeping Checklist

Project Site Name:

Project Address:

Name Owner or Manager (circle one):

Work Dates: Start _____ End _____

Certified Renovator:

GA/EPA Certification Number: _____ Expiration Date: _____

Name Trained Workers (Not Certified Renovators):

Name Georgia Certified Dust Sampling Technician, Lead Inspector/Risk Assessor (circle one):

		Completed (Yes, No, or Not Applicable)
	Copies of Renovator GA/EPA Certifications and Training Certificates	
	Georgia Certified Dust Sampling Technician, Lead Inspector/Risk Assessor (If used)	
	Training Log by Certified Renovator Training to Workers General Training & Job-Specific Training)	
	Sampling Location and Lead Test Results (Tests used to determine whether lead was present on components affected by renovation. Identify kits used and describe sampling locations and results.	
	Warning Signs Posted At Entrance to Work Area	
	Work area contained to prevent spread of dust and debris	
	All objects in the work area removed or covered (interiors)	
	HVAC ducts in the work area closed and covered (interiors)	
	Windows in the work area closed (interiors)	
	Windows in and within 20 ft of work area closed (exterior)	
	Doors in the work area closed and sealed (interior)	
	Doors in and within 20 ft of work area closed and sealed (exteriors)	
	Doors that must be used in work area covered to allow passage	
	Floors in the work area covered with taped-down plastic (interiors)	
	Ground covered by plastic extending 10ft from work area-plastic anchored to building and weighed down by heavy objects (exteriors). If necessary, vertical containment installed to prevent migration of dust and debris to adjacent property (exteriors)	
	Vertical containment installed to prevent migration of dust and debris to adjacent property (exteriors) If necessary.	
	Waste contained on-site and while being transported off-site	
	Work site properly cleaned after renovation	
	All chips and debris picked up. Protective sheeting misted, folded dirty side inward, and taped for removal	
	Work area surfaced and objects cleaned using HEPA vacuum and/or wet clothes or mops (interiors)	
	Certified renovator performed post-renovation cleaning verification (describe results, including the number of wet and dry cloths used:	
	If clearance testing performed instead, attach a copy of report.	

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

Certified Renovator: _____ Date _____

Received By _____ Date _____

