



Governor Terry E. Branstad
Lt. Governor Kim Reynolds
San Wong, Director

IOWA WEATHERIZATION PROGRAM NOTICE 13-03

TO: Executive Directors and Weatherization Coordinators
FROM: Gwen Howe, Bureau of Weatherization
DATE: August 14, 2013
RE: Lead Paint Protocol Changes

Purpose

The Lead Safe Renovation Report, Lead Test Kit Documentation, Lead Safe Training Documentation and Post-Renovation Cleaning Documentation forms have been replaced with a single form, *Iowa Weatherization Lead-Safe Report*.

LEAD SAFE PROTOCOL

REPORTING DOCUMENTATION NEEDED IN HOUSE FILE

- ~~Iowa Lead-Safe Renovation Report (required for all pre-1978 houses where LSWP are required):~~
 - ~~Weatherization house files must include a copy of this form, including all pictures, as applicable.~~
 - ~~If the contractor serves as the lead renovator, the contractor must keep the original for three years.~~
 - ~~A copy of the completed form must be provided to the owner of the property and all other parties checked in Section B of the form within 30 days of completion of renovation~~
- ~~Lead Test Kit Documentation Form~~
 - ~~All results — positive and negative must be included.~~
 - ~~A copy of this form must be attached to the Iowa Lead-Safe Renovation Report, if applicable.~~
 - ~~Only required if pre-renovation testing is used.~~
- ~~Iowa Lead-Safe Training Documentation Form~~
 - ~~Required whenever someone other than the on-site Certified Renovator works on the project.~~
- ~~Iowa Post-Renovation Cleaning Verification Documentation Form (required for all houses requiring LSWP for interior work)~~
 - ~~Weatherization house files must include a copy of this form, if applicable.~~
 - ~~If the contractor serves as the lead renovator, the contractor must keep the original for three years.~~
 - ~~A copy of this form must be attached to the Iowa Lead-safe Renovation Report, if applicable.~~
- Iowa Weatherization Lead-Safe Report
 - Weatherization house files must include a copy of this form, including all pictures, as applicable.
 - If the contractor serves as the lead renovator, the contractor must keep the original for three years.
 - A copy of the completed form must be provided to the owner of the property and all other parties checked in Section B of the form within 30 days of completion of renovation
- Notification Form
- Pictures of containment

The new form contains all required information except the notification: Sections A – G and K – L replace the Renovation Report; Section H replaces the Test Kit form; Section I replaces the Training Documentation form; and Section J replaces the Cleaning Verification form.

Please note – the Notification Form and containment pictures are still required in the files.