

## THE PREVENTIVE MAINTENANCE PROGRAM PLANNING GUIDE

**\* Voluntary \***

This form is designed to assist property owners who voluntarily seek a Certificate of Compliance (COC) with the Maintenance Standard in the North Carolina Childhood Lead Poisoning Preventive Maintenance Program (PMP). Provided below is a checklist of the Maintenance Standard requirements. These activities must be completed before applying for a Certificate of Compliance.

**If your dwelling or unit was built before 1950**—Complete Sections 1 and 2.

**If your dwelling or unit was built during or after 1950**—Complete Sections 1 and 3.

Please consult with \_\_\_\_\_ at \_\_\_\_\_, or with the NC Division of Environmental Health Children's Environmental Health Branch, toll free at (888) 774-0071 or fax (919) 715-4739, if you have any questions.

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### SECTION 1

1. \_\_\_\_\_ All work will be performed using the lead-safe work practices from the Children's Environmental Health Branch website or call toll free at (888) 774-0071.
2. \_\_\_\_\_ After correcting known, or suspected lead hazards, conduct specialized cleaning on interior horizontal surfaces to remove dust that may contain lead. Conduct specialized cleaning before work begins, at the end of each workday, and after all work has been completed. If the dwelling is currently occupied, get the occupant's approval before steam shampooing carpets or using other specialized cleaning methods to remove lead dust.
3. \_\_\_\_\_ To prevent the generation of lead dust, correct conditions in which painted doors and other surfaces are rubbing, binding, or being damaged.

Please check the method(s) that will be used:

Installing protective strips on impact surfaces

Replacing doorstop molding

Re-adjusting or planing doors so they close without rubbing

Other \_\_\_\_\_

4. \_\_\_\_\_ Make window components smooth and easy to clean. Prevent the generation of lead dust by correcting conditions in which painted surfaces are rubbing, binding, or being damaged. Capping window troughs with vinyl or aluminum coil stock (providing drainage from storm window frames when applicable).

Please check the method(s) that will be used:

Repairing and repainting interior window sills

Installing window jamb liners

Other \_\_\_\_\_

5. \_\_\_\_\_ Make interior horizontal surfaces smooth and easy to clean.

Please check the method(s) that will be used:

Replacing or recovering worn out floor coverings (e.g., linoleum, carpet)

Subject to the occupant's approval, steam shampoo carpets or use other specialized cleaning methods to remove dust that may contain lead.

Repairing interior hardwood floors, stair treads, and porch floors

Removing deteriorated paint from floors and covering with polyurethane or a high-quality oil-based enamel paint

Repairing the surface and covering with an approved material (e.g., plywood, vinyl floor runners)

Other \_\_\_\_\_

6. \_\_\_\_\_ Advise occupants to report deteriorating paint and provide the dwelling occupants with the following information:

a. \_\_\_\_\_ The EPA pamphlet, *Protect Your Family from Lead in Your Home*;

b. \_\_\_\_\_ The Department of Environment and Natural Resources' pamphlet, *North Carolina's Lead-Based Paint Preventive Maintenance Program*;

c. \_\_\_\_\_ Summaries of any reports prepared by a certified lead inspector, certified lead risk assessor, local environmental health agency, or the Children's Environmental Health Branch on lead-based paint hazards in this dwelling or associated common areas;

d. \_\_\_\_\_ Information related to any previous Certificates of Compliance issued by the Department of Environment and Natural Resources for this property.

7. \_\_\_\_\_ Comply with all applicable local, state, and federal laws regarding lead remediation activities during this project. For questions, contact NC Division of Waste Management at (919) 733-2178.

8. \_\_\_\_\_ **Children are not in areas where lead poisoning hazard remediation work is being performed until after specialized cleaning is complete in the respective area(s).**

**Sections 2 and 3 are on the Following Page**

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## SECTION 2:

### *For residential housing units constructed prior to 1950*

1. \_\_\_\_\_ Using lead-safe work practices, repair and repaint deteriorated paint on interior **and exterior** surfaces, including all walls, ceilings, windows, porches, decks, garages, railings, and steps.
2. \_\_\_\_\_ Using lead-safe work practices, eliminate any interior **or exterior** leaks by repairing structural conditions causing leaks.
3. \_\_\_\_\_ Using lead-safe work practices, repair structural conditions or components to ensure that interior **and exterior** paint will remain on the surface. Replace painted components that are rotting.
4. \_\_\_\_\_ Establish and maintain an adequate cover in areas of bare soil within three feet of the dwelling foundation. The cover will be stabilized to prevent water and wind erosion. Remove all visible paint chips before covering bare soil.

Please check the method(s) that will be used:

- |  |                           |
|--|---------------------------|
| Grass (as seed or sod) over 4 to 6 inches of topsoil | Bark (4 to 6 inches)      |
| Shredded Wood Mulch (4 to 6 inches)                  | Fencing to Prevent Access |
| Gravel (4 to 6 inches)                               |                           |
| Make Area Inaccessible: Explain _____                |                           |
| Other _____  |                           |

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## SECTION 3:

### *For residential housing units constructed during or after 1950*

1. \_\_\_\_\_ Using lead-safe work practices, repair and repaint deteriorated paint on interior surfaces, including all walls, ceilings, and windows.
2. \_\_\_\_\_ Using lead-safe work practices, eliminate any interior leaks by repairing structural conditions causing leaks.
3. \_\_\_\_\_ Using lead-safe work practices, repair structural conditions or components to ensure that interior paint will remain on the surface. Replace interior painted components that are rotting.

#### **Recommendations:**

Bare soil around the foundation wall of residential housing units are frequently contaminated with deteriorated lead-based paint. To prevent young children from having access to soil that may be contaminated with lead, we strongly recommend establishing and maintaining an adequate cover of four to six inches (e.g., grass, mulch, bark) within three feet of the building foundation.

Deteriorating exterior surfaces such as walls, windows, porches, decks, garages, and railings may contain lead-based paint and could pose a lead poisoning hazard to young children. We strongly recommend repairing and repainting deteriorated paint on exterior surfaces using the lead-safe work practices described in the attached guidelines.

Remove and dispose of any vinyl miniblinds not known to be lead-safe in accordance with *Removal and Disposal of Lead-Contaminated Vinyl Miniblinds* (enclosed). In addition, all horizontal surfaces near the miniblind(s) should be cleaned using the specialized cleaning methods in EPA's, *Lead in Your Home: A Parent's Reference Guide*.