



Program participants can use this checklist as a guide for determining whether or not they are proceeding in a manner required by the LSHR, and that they are maintaining documentation for each CPD-assisted project. Field Office staff can use the checklist as a means for familiarizing themselves with the kinds of documentation that should be maintained in order to demonstrate LSHR compliance. Compliance with the program-specific requirements may not be substantiated solely by the documents included on this general checklist. Additional guidance is provided as referenced in the checklist.

As appropriate, the following documents should be maintained in CPD-assisted project files for properties constructed before January 1, 1978, in order to demonstrate general knowledge and compliance with basic LSHR requirements. Standard forms are available in the Federal Register (FR), as indicated by the sources noted below. Citations from 24 CFR part 35 are also provided as additional references.

- Applicability Form [§35.115] (HOME Form M-7B)** - A copy of a statement indicating that the property is covered by or exempt from the Lead Safe Housing Rule.

(Note: (A.) If the property is exempt, the file should indicate the reason for the exemption and no further documentation is required; (B.) If the property is covered by the Rule, the file should include the appropriate documentation to indicate basic compliance, as listed below.)

- Summary Paint Testing Report or Presumption Notice [§35.930(a)] (HOME Form M-7E)** - A copy of any report to indicate the presence of lead-based paint (LBP) for projects receiving up to \$5,000 per unit in rehabilitation assistance. If no testing was performed, then LBP is presumed to be on all disturbed surfaces.

- Risk Assessment Report [§35.930©(2)] (HOME Form M-7D)** - A copy of a report (in addition to the requirements of §35.930(a)) to indicate any presence of lead-based paint hazards for projects receiving more than \$5,000 per unit in rehabilitation assistance.

(Note: If the property receives more than \$25,000 in assistance, more stringent requirements apply, including compliance with applicable state requirements, as appropriate [See §35.390(d)].)

- Notice of Evaluation [§35.125(a)] (HOME Form M-7G, and M-7C)** - A copy of a notice demonstrating that an evaluation summary was provided to residents following a lead-based paint inspection, risk assessment or paint testing.

- Clearance Report [§35.930(b)(3)] (HOME Form M-7H)** - A report indicating a "clearance examination" was performed of the work-site completion.

- Notice of Hazard Reduction Completion [§35.125(b)] (HOME Form M-7F)** - Upon completion, a copy of a notice to show that a LBP remediation summary was provided to residents.

Source: Federal Register (FR), 64 FR 50139-50231, published September 15, 1999 - Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally owned residential Property and Housing receiving Federal Assistance. The appendices are on pages 50230-50231.