

RRPM Worksite Checklist – Target Housing

February 2025

Use this checklist to make sure your RRPM project worksite meets requirements. Refer to the checklist for **Pre-Renovation Information and Recordkeeping** to make sure you have the necessary paperwork to start any RRPM activities, such as renovation, repairs, maintenance, and painting. For the full RRPM requirements, see the [Vermont Regulations for Lead Control](#).

This checklist counts as the recordkeeping required for RRPM jobs. Once you fill out and sign this document, you must keep it on file for six years.

If you need help accessing or understanding this information, contact ALRP@vermont.gov.

Name of the Lead-Safe RRPM Firm or RRPM Firm – Landlord or UCCO:

Date and location of renovation:

Description of renovation activities:

Name of assigned Lead-Safe RRPM Supervisor (if work is done by an RRPM Firm):

Name of on-the-job trained workers, if used:



HealthVermont.gov/RRPM
802-863-7220



Licensing, training and on-site documentation

These documents must be available to view at your worksite (printed or electronically):

- Lead-Safe RRPM Firm license
- Lead-safe RRPM Supervisor license(s)
- Or UCCO or RRPM Firm – Landlord (as appropriate)
- Initial and most recent RRP Lead Renovator course certificates

The RRPM supervisor on site must provide [on-the-job training](#) for everyone working on the project (UCCOs and RRPM Firm – Landlords cannot perform on-the-job training). You must keep records that include:

- The names of the trained workers
- Topics that training was provided on, such as:
 - Posting warning signs
 - Setting up plastic containment barriers
 - Maintaining containment
 - Working wet and avoiding spread of dust to adjacent areas
 - Waste handling
 - Post-renovation cleaning

Worker Protection and Exposure Control

Make sure your worksite meets all these requirements:

- The RRPM supervisor is at the site during all RRPM work.
- The work does not create a potential health hazard from fumes, dust, vapors or liquids.
- The work area is isolated so that no dust or debris can escape.
- The plastic you use is not torn or displaced.
- Containment does not block emergency exits.
- Do not** do or use any of the following:
 - Open flame burning or torching
 - Heat guns operated at or above 1,100 °F

- Dry scraping or dry sanding
 - Powered tools
 - Hydro-blasting or high-pressure washing
 - Abrasive blasting or sandblasting
 - Chemical stripping
- All workers are “working wet” or misting surfaces with water before scraping or sanding.
 - Nobody in the work area is eating or drinking, using tobacco or applying cosmetics.
 - Everyone in the work area has Personal Protective Equipment (PPE) including protective clothing (either disposable clothing covers or a change of clothes) and footwear.
 - Everyone in the work area must wear a respirator if airborne lead exposures have not been tested or have tested above the exposure limit of 50ug/m.
 - The worksite is equipped with:
 - A changing area next to the work area.
 - Hand washing stations(s) next to the work area.
 - Shower facilities if airborne lead exposures have tested above the exposure limit.
 - Handle and dispose of lead waste according to [Vermont’s Solid Waste Management Rules](#) or [Hazardous Waste Management Regulations](#).
 - Post signs that clearly define the work area and read “Danger: Lead Work Area; May damage fertility or the unborn child; Causes damage to the central nervous system; Do not eat, drink or smoke in this area.”

Interior Work

- Remove all objects from the work area.
 - Cover objects that cannot be moved plastic with sheeting or another impermeable material. Tape or seal with all seams and edges.
- Close and cover all HVAC duct openings with taped-down plastic sheeting.
- Close all windows and doors in the work area.
- Cover all doors with plastic sheeting.

- Cover entrance doors with plastic sheeting so that workers can pass through while keeping dust and debris in the work area.
- Cover the floor, including installed carpet, with taped-down plastic sheeting either 6 feet beyond the perimeter of the work area or a greater distance to contain dust.
- If you use vertical containment, make sure it is made of impermeable barriers that go from floor to ceiling. Tightly seal the joints between floor, ceiling and walls.
- Clean any items leaving the work area of all dust and debris, including tools and waste containers.
- Make sure all workers dispose of their PPE, change their clothes, or shower before leaving the work area.

Exterior Work

- Close all doors and windows within 20 feet of RRPM activities.
- Close all doors and windows on multi-story buildings within 20 feet of RRPM work on same floor and a 20 feet horizontal distance on all floors below the worksite.
- Cover doors with plastic sheeting so that workers can pass through while keeping dust and debris in the worksite.
- Cover the ground with plastic sheeting 10 feet beyond the perimeter of the worksite or a greater distance to collect paint debris.
 - If ground cover isn't possible because of a property line, use vertical containment and lay ground cover to the edges.
- Do not do RRPM work during rain or wind speeds greater than 20 mph.

Handling Waste

- Cover the chute used to remove waste from the work area (if used).
- At end of the day or when RRPM work is finished, contain waste in an enclosure or behind a barrier.
 - Contain waste during transportation too.
- Handle and dispose of all lead waste, including plastic sheeting, paint chips and wash water according to [Vermont's Solid Waste Management Rules](#) or [Hazardous Waste Management Regulations](#).

- Lead waste from contractors working at a residential building is considered “household waste.”
- Dispose of paint at a certified municipal solid waste, construction or demolition waste landfill.
- Dispose of lead chips, dust and other materials in a permitted solid waste landfill.

Cleaning – General

- Collect and seal all paint chips and debris in a heavy-duty bag.
- Mist plastic sheeting with water before you fold it. Fold the dirty side inward and seal with tape or in heavy duty bags.
- Keep plastic sheeting used to separate contaminated rooms from non-contaminated rooms in place until after other plastic sheeting is cleaned and removed.
- To reuse plastic sheeting, the RRPM supervisor must:
 - Carefully HEPA vacuum the plastic to remove any visible dust or debris.
 - Mist the entire sheet.
 - Fold the sheet with the dirty side inward.
 - Tape shut.
 - When opening the plastic for reuse, unfold the plastic with the dirty side facing up.
 - Tape any holes in the plastic before beginning work.
- Do not reuse plastic between job sites. Use new plastic when starting a new RRPM job.

Cleaning – Interior

- Clean all objects and surfaces in the work area and within 2 feet of the work area.
- Clean walls from the ceiling down with either a HEPA vacuum or damp cloth.
- Use a HEPA vacuum equipped with a beater bar when vacuuming carpets and rugs.

- Wipe all other surfaces and objects in the work area, except for carpeted or upholstered surfaces with a damp cloth.
- Mop floors that are not carpeted.
 - Keep wash water separate from rinse water, for example, use a two-bucket or wet mopping system.

Cleaning Verification – Interior

- A licensed Lead-Safe RRPM Supervisor or licensed Owner of Rental Target Housing has done a visual inspection to determine whether dust, debris or residue is present.
 - If there is, re-clean the area and do another visual inspection.
 - The licensed Lead-Safe RRPM Supervisor or licensed Owner of Rental Target Housing has confirmed that each windowsill in the work area was properly cleaned using a wet disposable cleaning cloth and cleaning verification card.
 - Wipe uncarpeted floors and countertops with wet a disposable cleaning cloth.
 - Wipe floors using a long handle and cloth head that stays damp.
 - Divide surfaces greater than 40 square feet into roughly equal sections. Wipe each section separately with a new cloth. Each separate cloth must match the cleaning verification card.
- If the cloth used to wipe any windowsill or surface is darker than the cleaning verification card, clean the area again.
 - **For windowsills:** Wait until the area is dry and wipe again using a **dry** disposable cleaning cloth.
 - **For surfaces:** Use a new wet disposable cleaning cloth to wipe the section again.
- Remove warning signs from the work area only when the licensed Lead-Safe RRPM Supervisor or licensed Owner of Rental Target Housing has done a visual inspection and the area passes post-renovation cleaning verification.

Cleaning Verification – Exterior

- A licensed Lead-Safe RRPM Supervisor or licensed Owner of Rental Target Housing does a visual inspection for dust, debris or residue on surfaces inside and below the work area, including windowsills and the ground.
- Eliminate any dust, debris or residue found and do another visual inspection.
- Remove posted warning signs only once the area passes visual inspection.

Dust Clearance Testing (Optional)

- Dust clearance samples are collected by a licensed lead-based paint inspector or lead-based paint inspector-risk assessor
- Your RRPM firm is required to re-clean the work area until dust clearance sample results are below clearance standards.

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

Name and title: _____

Signature: _____ Date: _____