

Clearance Report Review Worksheet

Clearance testing is the responsibility of the owner, but the PHA may coordinate this activity. It can be used at the completion of work to document that clearance was achieved and the clearance report is complete.

Project title: _____
 Property Address: _____ Project Date: _____
 Name of PHA Reviewer: _____ Reviewer's Title: _____

Question	Yes	No	Notes/Questions
The clearance exam report from the clearance examiner must include items 1 through 6.			
1. Property address and specific unit or common areas identified.			
2. Name, address, signature and certification number of each person involved in the clearance examinations.			
3. Name and identification number of each laboratory conducting an analysis for lead.			
4. Dates of clearance examination.			
5. Results of visual assessment for the presence of deteriorated paint and visible dust, debris, residue or paint chips.			
6. Results of the analysis of dust samples in micrograms square feet ($\mu\text{g}/\text{ft}^2$) for each sample location.			
The report must also include information on lead hazard reduction (items 7-11). The owner may have to add this information to the report or request it from the contractor or the individuals who did the work if it is not included in the original clearance exam report.			
7. Name and address of each firm and supervisor (or employer) involved in the lead-hazard reduction activity.			
8. Start and completion date(s) of lead hazard reduction activity.			
9. Detailed written description of the lead hazard reduction activity including the methods used.			
10. Locations of exterior surfaces, interior rooms, common areas and/or components where the hazard reduction activity occurred.			
11. Any suggested requirements for ongoing monitoring of paint condition or previous treatments.			
Evaluate the results of the report. If the report is unclear or vague, the PHA should contact the owner to ask questions or request an improved report.			
12. Did the project pass clearance? If a clearance report shows that the project passes visual inspection and that lead levels found in the tested areas are below EPA/HUD thresholds, then the unit passes. If yes, the review is completed. If no, recleaning and reclearance are needed.			