

Supporting Statement for a Request for OMB Review under the Paperwork Reduction Act

EXECUTIVE SUMMARY

Identification of the Information Collection – Title and Numbers

Title: Lead Training, Certification, Accreditation and Authorization Activities

EPA ICR No.: 2507.05

OMB Control No.: 2070-0195

Docket ID No.: EPA-HQ-OPPT-2017-0692

Abstract

This ICR renewal will cover the information collection activities associated with the reporting and recordkeeping requirements for individuals, firms and state and local government entities conducting lead-based paint (LBP) activities or renovations of target housing and child-occupied facilities (COFs); training providers; and states/territories/tribes/Alaskan native villages.

Summary Total Burden and Costs

IC Summary Table					
IC Category	Respondents	Annual Responses	Responses/Respondent	Annual Burden (hrs)	Annual Cost
IC 1: LBP Training Providers	707	12,087	17	10,677	\$737,264
IC 2: LBP firm activities	6,204	18,611	5	46,681	\$2,762,475
IC 3: LBP individual activities	7,549	7,549	1	25,936	\$1,286,775
IC 4: LBP Reports, Plans, Notifications and Recordkeeping	17,593	679,190	39	567,438	\$27,074,614
IC 5: RRP Training Providers	690	33,121	48	14,847	\$1,044,217
IC 6: RRP Firm Activities	80,398	109,396	1	144,531	\$8,554,181
IC 7: RRP Pamphlet and Checklists	245,343	26,301,259	107	4,587,008	\$269,517,320
IC 8: RRP Government Firms	24,044	99,291	4	47,599	\$4,785,543
IC 9: RRP & LBP Training Class time	60,651	60,651	1	829,031	\$44,404,229
Total Agency				16,612	\$2,112,955
Total Respondents	441,034	27,321,155	n/a	6,290,360	\$362,279,573

1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.

The related legal authority is the Toxic Substances Control Act (TSCA), 15 U.S.C. 2601 et seq., with related requirements provided in 40 CFR part 745. The various applicable sections are provided in Attachment 1 and are briefly summarized here along with their implementing regulations, which are provided in Attachment 2.

TSCA section 401 defines target housing as any housing constructed before 1978, except housing for the elderly or disabled or 0-bedroom dwellings (unless any child who is less than 6 years of age resides or is expected to reside in, such housing).

TSCA section 402(a) and 402(c)(3) require U.S. Environmental Protection Agency (EPA) to develop and administer a training and certification program as well as work practice standards for persons who perform LBP activities and/or renovations. The current regulations in 40 CFR part 745, subpart E, cover work practice standards, recordkeeping and reporting requirements, individual and firm certification, and enforcement for renovations done in target housing or COFs. The current regulations in 40 CFR part 745, subpart L, cover inspections, lead hazard screens, risk assessments, and abatement activities (referred to as "LBP activities") performed in target housing and COFs. The current regulations in 40 CFR part 745, subpart Q, establish the requirements that state or tribal programs must meet for authorization to administer the standards, regulations, or other requirements established under TSCA section 402. (Attachment 2).

TSCA section 406(b) requires the EPA to promulgate regulations applicable to all renovations of target housing or COFs performed for compensation, except as otherwise specified, at 40 CFR part 745, subpart E to provide a lead hazard information pamphlet (Attachment 3) to the owner and occupant of such housing no more than 60-days prior to commencing the renovation.

In addition, EPA has developed extensive guidance and other materials that are available at <http://www.epa.gov/lead>.

The following provides a general overview for requirements covered in this ICR for each entity:

Firms: Firms that wish to engage in renovations or lead-based paint activities (abatement) in target housing or COFs must obtain certification from EPA/states. This includes firms consisting only of one self-employed individual. To receive certification, a firm must prepare and submit an application to EPA/states (see Attachment 4). Firms that are certified to conduct renovations must re-certify every five years and firms that are certified to conduct lead-based paint activities must re-certify every three years.

The rule also requires firms to retain records of the renovation activities they undertake to demonstrate compliance with standards and provide a written record for future reference.

In addition, for renovations in COFs, the rule requires firms to provide the building owner and adult representative of the COF with a lead hazard information pamphlet. After providing the

pamphlet to the owner and/or occupant and obtaining written acknowledgment, the firm must keep acknowledgment records on file for three years after completion of work (see Attachment 5 for an example). Renovation firms must also either (i) provide the lead hazard information pamphlet and general information on the renovation to parents or guardians of children under age 6 using the facility, or (ii) erect signs that provide general information on the renovation accompanied by the pamphlet or information on how to obtain a copy of it. EPA's 2011 rule regarding clearance testing for the RRP program (Clearance Final Rule, 76 FR 47918, Aug. 5, 2011) modified some of the mandatory work practices for firms but did not impose any additional reporting or recordkeeping requirements on firms.

In addition, under TSCA section 406(b), firms that perform renovations of target housing or COFs for compensation, except as otherwise specified, at 40 CFR part 745, subpart E, must provide a lead hazard information pamphlet (developed under section 406(a) of TSCA) to the owner and occupant of such housing no more than 60-days prior to commencing the renovation. The firm performing renovations also must prepare, sign, and date a statement describing the steps performed to notify all occupants of the intended renovation activities and to provide the pamphlet (section 745.84(b)(3)). If the scope, locations, or expected starting and ending dates of the planned renovation activities change after the initial notification, the firm performing the renovation must provide further written notification to the owners and occupants providing revised information on the ongoing or planned activities. This subsequent notification must be provided before the firm performing the renovation initiates work beyond that which was described in the original notice (section 745.84(b)(4)). Firms must retain and, if requested, make available to EPA all records necessary to demonstrate compliance with the requirements of 40 CFR part 745, subpart E, for a period of three years following completion of the renovation activities in target housing or COFs.

Individuals: Individuals who wish to perform LBP activities in target housing or COFs must also receive certification from EPA or state. To obtain certification, an individual must complete an accredited training course and receive a course completion certificate, pass a third-party certification exam, and meet specific education/experience requirements. Individuals who wish to perform renovations in target housing or COFs acquire certification once they complete a renovator course and pass a final exam.

Individuals certified to perform LBP activities must take a refresher course and apply for re-certification every three years (five for individuals who have passed a proficiency test as part of their training) (see Attachment 6). Renovators will need to complete a renovator refresher course every 3 or 5 years, depending on whether or not their previous course had a hands-on component. Renovators who take a refresher course online must recertify within 3 years, while those who take an in-person course must recertify within 5 years. Individuals who take the renovator refresher without hands-on training must, for their next refresher course, take a refresher course that includes hands-on training to maintain renovator certification. The rule also requires individuals to develop records of the LBP activities and renovations they undertake to demonstrate compliance with standards and provide a written record for future reference. These notification and recordkeeping requirements are necessary to provide EPA compliance monitoring and enforcement personnel with information necessary to track compliance activity and to prioritize inspections.

Training providers: Training programs seeking to offer training for inspectors, risk assessors, project designers, abatement supervisors, abatement workers, renovators or dust sampling

technicians must obtain EPA/state accreditation. In order for EPA or states to have the information necessary to evaluate and accredit the training programs, training providers must prepare and submit application packages (see Attachment 7). Training providers who wish to provide LBP training online must apply for an additional accreditation. This requires the submission of an application, supporting materials (including access to the online curriculum) along with the required fee. An expedited process is available if a trainer is seeking to provide E-learning training for a discipline they are already accredited to teach in person. This expedited process is only available if the trainer is using an e-learning curriculum already approved by EPA. An expedited application requires a cover letter; a training provider application to amend their accreditation; and an online course quality control (QC) plan that addresses the required E-learning course specifications.

Once accredited, if there are any changes in the information submitted on the application, the training provider must submit an amendment to EPA/states, as applicable. Training programs also must maintain certain records related to their students and the qualifications of their training personnel. Training programs are required to notify EPA (i) prior to providing training courses, and (ii) following completion of training courses. These notification requirements are necessary to provide EPA compliance monitoring and enforcement personnel with information to track compliance activity and to prioritize inspections. Training programs must apply for re-accreditation every four years.

States: Under TSCA section 404, EPA must review and assess state submissions to determine whether to grant authorization to administer the LBP activities or renovation, repair, and painting program. A state seeking authorization will need to provide information to EPA to determine whether its program is at least as protective of human health and the environment as the federal program and whether it provides adequate enforcement. Authorized States need to provide a report to EPA on their activities.

Sections 402(a) and 402(c)(3) of TSCA require reporting and/or recordkeeping from states/territories/tribes/Alaskan native villages (in this supporting statement, the term “states” includes territories/tribes/villages).

2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the Agency has made of the information received from the current collection.

The information collection activities covered by this ICR are necessary components of the Lead Program established under the TSCA mandates discussed in Question 1 of this supporting statement.

The re-certification and re-accreditation requirements for training programs are meant to ensure that training programs incorporate new developments and technologies in their courses and provide training to individuals. EPA believes this will ensure that individuals and firms conduct renovations and LBP activities in the safest and most effective manner possible.

The application from states seeking to administer and enforce the standards, regulations, or other requirements established under Section 402 is necessary for EPA to determine whether “. . . the State program is at least as protective of human health and the environment as the Federal program under section 402. . . and such State program provides adequate enforcement.” Regulations promulgated under the authority of section 406(b) of TSCA ensure

that owners and occupants of target housing are provided information concerning potential hazards of LBP exposure before certain renovations are begun on that housing. EPA believes that the distribution of the pamphlet will help to reduce the exposures that cause serious lead poisonings, especially in children under age six, who are particularly susceptible to the hazards of lead.

Recordkeeping and reporting requirements are necessary to ensure effective implementation.

Owners/Occupants of target housing and COFs, COF operators, and parents/guardians. The owner/occupant of target housing or a COF must be provided with a lead hazard information pamphlet before any renovation commences. If the COF is not operated by the owner of the building, an adult representative of the COF must also be provided with a lead hazard information pamphlet. Parents and guardians of children using COFs must be provided with general information on the renovation, as well as the pamphlet, or information on how to obtain a copy of the pamphlet.

Information contained in this pamphlet may be used by homeowners/occupants, public or commercial building owners, COF operators, and parents or guardians to take appropriate precautions to minimize the exposure of children to LBP hazards created by renovations. Parents and guardians may also use general information about the renovation for the purpose of minimizing the exposure of their children to LBP hazards created by renovations.

The record of compliance serves as a crucial piece of information in civil actions to establish liability.

EPA. This information collection provides EPA with materials necessary to authorize state renovation and LBP activities programs and to serve as the accrediting and certifying body in states without authorized programs (discussed further below).

EPA/States. This information collection enables EPA/states to determine compliance with and enforce the requirements for training, certification, accreditation, and work practice standards for renovations and LBP activities. Without this information collection, there would be no meaningful way of ensuring the implementation of the statutory objective: to ensure that trained individuals conduct renovations and LBP activities in such a way as to minimize potential harm to occupants.

It is the nature of certification and accreditation that an entity seeking such must provide materials to the certifying or accrediting body. The materials EPA/states require for these activities are central to the activity. In addition, EPA will be relying on training provider notifications to keep track of which individuals have received accredited renovator training. This information will be a critical part of EPA's compliance monitoring and enforcement activities.

The re-certification and re-accreditation requirements for individuals and training programs are meant to ensure that training programs incorporate new developments and technologies in their courses to provide adequate training to individuals. EPA believes this will ensure that individuals and firms conduct renovations and LBP activities in the safest and most effective manner possible.

The records individuals and firms must compile and retain are necessary as a reference for building owners/occupants, EPA or authorized entities. These records demonstrate that the activities are done in a safe and effective manner, according to the minimum work practice standards established by the rules. These recordkeeping requirements are also necessary to permit EPA to target its enforcement activities and to ensure compliance within the contracting and training community.

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also describe any consideration of using information technology to reduce burden.

EPA will make use of existing technology to simplify the application and notification processes where available. EPA receives approximately 99.8% of notifications through EPA's Central Data Exchange (CDX) (<https://cdx.epa.gov/>), but also allows notification through the more traditional methods (via fax, mail, commercial delivery service, or hand delivery). In addition, training providers, firms, and lead abatement individuals typically use CDX to apply for certification and re-certification.

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.

EPA's information collection pursuant to the TSCA sections 402, 404, 406, and 407 regulations do not duplicate any other collection. There are other federal programs for LBP activities and renovations however, EPA is the only federal program for training individuals to become certified to perform LBP activities and renovations work. There are currently no other Federal requirements for the training and certification of individuals engaged in these activities, for the accreditation of training programs, required standards for the conduct of these activities, or lead hazard information distribution requirements for renovations in target housing or COFs.

5. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

Due to the nature of the renovation and LBP activities regulations and their related information collection activities, each activity is a separate and unique event requiring specific notification and documentation. Therefore, achieving less frequent collection would require revising the regulations that require those events. Under the renovation and LBP activities regulations, individuals and firms must obtain certification and re-certification, each training program must obtain accreditation and re-accreditation as well as specific notification and documentation prior to commencement and upon completion of each LBP activity and renovation course. EPA's final rule in 2016 (Lead-based Paint Programs: Amendment to Jurisdiction-Specific Certification and Accreditation Requirements and Renovator Refresher Training Requirements Final Rule, 81 FR 7987, Feb. 17, 2016) revised the renovator training notification requirements to require notifications less frequently for renovator refresher trainings without a hands-on component, and therefore resulted in less frequent information collection activities. Program approval for states is a one-time activity, although there is ongoing reporting. EPA believes

further revisions to regulations that would result in less frequent collection are not appropriate at this time.

The TSCA section 406(b) information distribution requirements at 40 CFR part 745, subpart E, do not include any reporting requirements, only recordkeeping requirements. Therefore, a collection schedule is not applicable.

6. If the collection of information impacts small businesses or other small entities, describe the methods used to minimize burden.

EPA believes that the regulatory requirements do not unduly burden small businesses. The certification process for firms and individuals is very simple. EPA allows flexibility in the way that information is prepared and presented, in that EPA's CDX is used in nearly all instances, and faxed notifications are also permitted. In addition, as part of the development process for the 2008 rule for renovation, repair, and painting (RRP) program (RRP Final Rule, 78 FR 21692, April 22, 2008), EPA convened a Small Business Advocacy Review Panel under the Regulatory Flexibility Act. More information on the Panel, and EPA's assessment of the impacts on small businesses, can be found in the preamble to the RRP final rule. The Clearance final rule imposed minimal additional burden on the estimated 159 small business training providers affected.

In promulgating the regulations at 40 CFR part 745, subpart E, EPA attempted to minimize the TSCA section 406(b) reporting and recordkeeping burden for both large and small regulated entities. While small businesses constitute most affected entities, hour and cost burden imposed by the regulations is not considered to be of sufficient magnitude to have significant economic impacts on such establishments.

7. Explain any special circumstances that require the collection to be conducted in a manner inconsistent with OMB guidelines.

- a) requiring respondents to report information to the agency more often than quarterly;
- b) requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;
- c) requiring respondents to submit more than an original and two copies of any document;
- d) requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records, for more than three years;
- e) in connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study;
- f) requiring the use of a statistical data classification that has not been reviewed and approved by OMB;
- g) that includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or
- h) requiring respondents to submit proprietary trade secrets, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.

This ICR is consistent with OMB's general guidelines. Firms are required to maintain records for three years and training providers to maintain records for three and one-half or five years. Authorized States must report once a year for the first three years, and biannually thereafter. The Clearance final rule requires training providers to maintain records of renovation and dust sampling technician training courses for five years, because five years is the length of the refresher training cycle for certified renovators and dust sampling technicians.

The TSCA section 406(b) information distribution requirements at 40 CFR part 745, subpart E do not exceed any of the Paperwork Reduction Act guidelines at 5 CFR 1320.5.

8. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice, required by 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken in response to the comments. Specifically address comments received on cost and hour burden.

Describe efforts to consult with persons outside EPA to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or report.

Consultation with representatives of those from whom information is to be obtained or those who must compile records should occur at least once every 3 years - even if the collection of information activity is the same as in prior periods. There may be circumstances that may preclude consultation in a specific situation. These circumstances should be explained.

Pursuant to 5 CFR 1320.8(d), EPA published a notice in the Federal Register on April 26, 2023, (88 FR 25401; FRL-10561-01-OCSP), announcing the planned renewal of this information collection activity, soliciting public comment on specific aspects of the ICR and providing a 60-day public comment period.

The EPA also consulted 9 stakeholders, specifically asking them for their assessment of the regulatory burden estimates expressed by the Agency in this ICR (Attachment 8). The stakeholders consulted were:

- 1) Andersen Windows
- 2) BBC Builders
- 3) Environmental Education Associates
- 4) House of Hanbury Builders Inc
- 5) JT Smith Companies
- 6) Men at Work Chicago
- 7) Milwaukee Lead/Asbestos Info Center, division of Midwest Certified Training Inc.
- 8) NOVA Environmental, Inc.
- 9) Pella Corporation

The Agency did not receive any comments from the nine entities.

9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.

This question is not applicable to this ICR.

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy. If the collection requires a systems of records notice (SORN) or privacy impact assessment (PIA), those should be cited and described here.

The information submitted under the Lead-Based Paint Activities and Renovation, Repair, and Painting programs is managed through the use of the Federal Lead-Based Paint Program (FLPP) database. Pursuant to the provisions of the Privacy Act of 1974, EPA published a System of Record Notice for the database. The Agency uses the FLPP Database to manage and store information related to the application process for the accreditation of training providers and the certification of firms and individuals who perform abatement and renovation repair and painting activities. More information can be found at <https://www.federalregister.gov/documents/2022/10/19/2022-22271/privacy-act-of-1974-system-of-records>.

Since the TSCA section 406(b) information distribution requirements at 40 CFR part 745, subpart E involve only recordkeeping and 3rd-party notifications, EPA does not believe that respondents submit any information to EPA or that, in doing so, would assert a confidentiality claim for information collected under this ICR. However, to the extent information submitted by respondents is business confidential, procedures are in place to protect the information from improper disclosure consistent with section 14 of TSCA; 40 CFR part 2, subpart B; and 40 CFR 745.84.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

This information collection does not include questions of a sensitive nature.

12. Provide estimates of the hour burden of the collection of information.

- a) **Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. Unless directed to do so, agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample (fewer than 10) of potential respondents is desirable. If the hour burden on respondents is expected to vary widely because of differences in activity, size, or complexity, show the range of estimated hour burden, and explain the reasons for the variance. Generally, estimates should not include burden hours for customary and usual business practices.**

- b) **If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens.**
- c) **Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. The cost of contracting out or paying outside parties for information collection activities should not be included here. Instead, this cost should be included under 'Annual Cost to Federal Government'**

The LBP activities and RRP regulations specify reporting and recordkeeping for training providers and individuals/firms undertaking LBP activities and/or renovations in target housing and COFs. For each respondent category that follows, this section of the ICR uses the North American Industrial Classification System (NAICS) codes associated with industries that are most likely affected by the paperwork requirements and describes the respondents, the information collection activities and related estimates for burden and costs associated with those activities. Though EPA accepts notification through traditional methods (via fax, mail, commercial delivery service, or hand delivery), this analysis makes the simplifying assumption that all reporting to EPA described in IC #1 through IC #5 is electronic in nature. As of FY2022, greater than 99.8% of firms providing notification to EPA did so using the agency's electronic reporting option. Furthermore, EPA expects to transition to solely electronic reporting within the time period covered by this ICR.

IC #1: LBP activities training provider accreditation applications, training notifications, and recordkeeping

Respondent NAICS Codes:

611513 *Apprenticeship Training*
611519 *Other Technical and Trade Schools*
611699 *All Other Miscellaneous Schools and Instruction*

To receive accreditation to provide LBP activities, training providers must submit the following documents to EPA/states electronically using EPA's CDX (or using the associated sample EPA Form 8500-25, entitled "Accreditation Application for Training Programs" – see Attachment 7). Training providers are required to include documentation of training manager and principal instructor qualifications with their accreditation applications. In addition, if training providers wish to use course materials approved by Authorized State Programs, the providers must submit copies of the course materials along with their applications. On occasion, training providers may later amend their accreditation application to add or modify information. Accredited training providers must apply for re-accreditation every four years.

Before giving an LBP activity training, training providers must provide notification to EPA using EPA's CDX (or using the associated sample form entitled "Lead-Based Paint Activities and Renovation Training Notification" – see Attachment 9).

Training providers must update EPA regarding any changes to training dates, course locations, course cancellations, or other changes to the original notice. Following completion of LBP activities training providers must provide notice using EPA CDX system to submit the information electronically (or using the associated sample form entitled "Lead-Based Paint Activities and Renovation Post-Training Notification" – see Attachment 10).

Training course providers must maintain records of the qualifications of key staff, current course materials, a quality control plan, results of hands-on assessments and course tests and a record of each student's course completion certificate. Providers of e-learning courses are required to maintain records on each student's course log-ins, launches, progress, and completion.

Training course providers must maintain records of the qualifications of key staff, current course materials, a quality control plan, results of hands-on assessments and course tests and a record of each student's course completion certificate.

Providers of e-learning courses are required to maintain records on each student's course log-ins, launches, progress, and completion.

IC# 1. LBP training provider accreditation applications, training notifications, and recordkeeping									
Citation: 40 CFR 745									
Data Element	Form	Profess hrs/ Response	Clerical hrs/ Response	Respondents	Responses	Burden (hrs)	Labor Cost	O & M Cost	Total Cost
LBP activity training providers / initial accreditation / reporting	8500-25	23.4	3.8	150	150	4,080	\$272,280	\$0	\$272,280
LBP activity training providers / renewal accreditation / reporting	8500-25	3.9	2.2	271	271	1,436	\$97,215	\$0	\$97,215
LBP activity training providers / pre-training notification / reporting	Training Notification	0	-	707	4,949	990	\$71,016	\$0	\$71,016
LBP activity training providers / pre-training re-notification / reporting	Training Notification	0.2	-	707	2,121	424	\$30,436	\$0	\$30,436
LBP activity training providers / post-training notification / reporting	Post-Training Notification	0.6	-	707	3,182	1,909	\$136,960	\$0	\$136,960
LBP training providers / recordkeeping	8500-25	-	0.1	707	707	71	\$2,536	\$7	\$2,543
LBP Training Provider CDX registration and usage		2.5	-	707	707	1,768	\$126,815	\$0	\$126,815
Total				707	12,087	10,677	\$737,257	\$7	\$737,264

IC #2: LBP activity firm certification activities

Respondent NAICS Codes:
562910 Remediation Services

To obtain firm certification to perform LBP activities in target housing or COFs, firms must submit specific materials to EPA/states, using EPA's CDX (or using the associated EPA form 8500-27, "Application for Firms to Conduct Lead-based Paint Activities or – see Attachment 4).

Firms may later amend their applications to add or modify information. LBP activities firms must be recertified every three years.

Firms seeking certification for LBP activities must perform the following activities:

- Read the regulation
- Submit an application
- Retain records of individuals that conduct LBP activities and ensure that the firm and its employees follow the work practice standards in 40 CFR 745.227.

IC# 2. LBP activity firm certification activities									
Citation: 40 CFR 745									
Data Element	Form	Profess hrs/ Response	Clerical hrs/ Response	Respondents	Responses	Burden (hrs)	Labor Cost	O & M Cost	Total Cost
LBP activity firms / initial certification / reporting	EPA Form 8500-27	7.5	-	3,634	3,634	27,255	\$1,613,714	\$0	\$1,613,714
LBP activity firms / renewal certification / reporting	EPA Form 8500-27	1.5	-	2,569	2,569	3,854	\$228,158	\$0	\$228,158
LBP firms / certification / recordkeeping	EPA Form 8500-27	-	0.01	6,204	6,204	62	\$2,225	\$62	\$2,287
LBP firms CDX registration and usage		2.5	-	6,204	6,204	15,510	\$918,316	\$0	\$918,316
Total				6,204	18,611	46,681	\$2,762,413	\$62	\$2,762,475

IC #3: Individuals performing LBP abatement activities; certification and accreditation / reporting and recordkeeping

Respondent NAICS Codes :
 562910 Remediation Services

Individuals who wish to perform LBP activities in target housing or COFs must also receive certification from EPA/states.

To obtain certification, an individual must complete an accredited training course and receive a course completion certificate, pass a third-party certification exam, meet specific education/experience requirements, and demonstrate this to EPA/states.

Individuals certified to perform LBP activities must take a refresher course and apply for re-certification every three years (five for individuals who have passed a proficiency test as part of their training). The rule also requires individuals to develop records of the LBP activities they undertake to demonstrate compliance with standards and provide a written record for future reference. These notification and recordkeeping requirements are necessary to provide EPA compliance monitoring and enforcement personnel with information necessary to track compliance activity and to prioritize inspections.

IC# 3. Individuals performing LBP abatement activities; certification and accreditation / reporting and recordkeeping Citation: 40 CFR 745								
Data Element	Form	Ave hrs/ response	Respondents	Responses	Burden (hrs)	Labor Cost	O & M Cost	Total Cost
Individuals performing LBP abatement activities; certification and accreditation / reporting and recordkeeping & CDX registration	EPA 747-B-99-002	3.4	7,549	7,549	25,936	\$1,286,775	\$0	\$1,286,775

IC# 4: LBP activity firm pre-abatement reports and occupant protection plans, abatement activity notifications, post-abatement reports and recordkeeping

Respondent NAICS Codes:
 562910 Remediation Services

In the performance of LBP activities, firms/individuals must complete and retain a number of reports (contingent on the activity conducted), including an inspection report, a lead hazard screen report, a risk assessment report, an occupant protection plan, and an abatement report.

Certified firms must notify EPA prior to beginning LBP abatement activities (except in emergency situations) and provide an updated notice if needed, using electronic submissions via EPA's CDX (or the associated sample form entitled "Notification of Lead-Based Paint Abatement Activities" – see Attachment 11).

IC# 4. LBP activity firm pre-abatement reports and occupant protection plans, abatement activity notifications, post-abatement reports and recordkeeping Citation: 40 CFR 745									
Data Element	Form	Profess hrs/ Response	Clerical hrs/ Response	Respondents	Responses	Burden (hrs)	Labor Cost	O & M Cost	Total Cost
LBP activity firms / evaluation reports / reporting	None	1.8	-	17,593	281,488	506,678	\$23,913,194	\$0	\$23,913,194
LBP activity firms / post-abatement report / reporting	None	1.9	-	17,593	17,593	33,427	\$1,430,796	\$0	\$1,430,796
LBP activity firms / occupant protection plan / reporting	None	0.9	-	17,593	17,593	15,834	\$1,258,589	\$0	\$1,258,589
LBP activity firms / pre-abatement notifications / reporting	Notification of Lead-Based Paint Abatement Activities	0.4	-	17,593	17,593	7,037	\$301,220	\$0	\$301,220

LBP firms / reports / recordkeeping	None	-	0.01	17,593	334,267	3,343	\$119,895	\$3,343	\$123,238
LBP activity firms / pre-abatement re-notifications / reporting	Notification of Lead-Based Paint Abatement Activities	0.20	-	5,328	5,328	1,066	\$45,612	\$0	\$45,612
LBP Firms / re-notifications / recordkeeping	Notification of Lead-Based Paint Abatement Activities	-	0.01	5,328	5,328	53	\$1,911	\$53	\$1,964
Total				17,593	679,190	567,438	\$27,071,218	\$3,396	\$27,074,614

IC# 5: RRP training provider accreditation applications, training notifications, and recordkeeping

Respondent NAICS Codes:

- 611513 *Apprenticeship Training*
- 611519 *Other Technical and Trade Schools*
- 611699 *All Other Miscellaneous Schools and Instruction*

Training programs seeking to offer training for renovators or dust sampling technicians must obtain EPA/state accreditation. For EPA/states to have the information necessary to evaluate and accredit the training programs, training providers must prepare and submit application packages (see Attachment 7). Once accredited, if there are any changes in the information submitted on the application, the training provider must submit an amendment to EPA or the state, as applicable. Training programs also must maintain certain records related to their students and the qualifications of their training personnel. Training programs are required to notify EPA (i) prior to providing training courses, and (ii) following completion of training courses. Training programs must apply for re-accreditation every four years.

IC# 5. RRP training provider accreditation applications, training notifications, and recordkeeping									
Citation: 40 CFR 745									
Data Element	Form	Profess hrs/ Response	Clerical hrs/ Response	Respondents	Responses	Burden (hrs)	Labor Cost	O & M Cost	Total Cost
RRP training providers / initial accreditation / reporting	EPA Form 8500-25	23.6	4.0	55	55	1,518	\$101,020	\$0	\$101,020
RRP training providers / reaccreditation / reporting	EPA Form 8500-25	8.0	1.4	212	212	1,993	\$132,330	\$0	\$132,330
Accredited Cohort Rule Familiarization Maintenance	None	2.0	-	424	424	848	\$60,842	\$0	\$60,842
RRP training	Training	0.2	-	690	13,800	2,760	\$198,024	\$0	\$198,024

providers / pre-training notification / reporting	Notification								
RRP training providers / pre-training re-notification / reporting	Training Notification	0.2	-	690	11,040	2,208	\$158,420	\$0	\$158,420
RRP training providers / post-training notification / reporting	Post-Training Notification	0.6	-	690	6,210	3,726	\$267,333	\$0	\$267,333
RRP training providers / recordkeeping	None	-	0.1	690	690	69	\$2,475	\$7	\$2,482
CDX Registration & Usage	None	2.5	-	690	690	1,725	\$123,765	\$0	\$123,765
Total				690	33,121	14,847	\$1,044,210	\$7	\$1,044,217

IC# 6: Private RRP firm certification activities

Respondent NAICS Codes:

- 236115 *Single Family Housing Construction*
- 236116 *Multifamily Housing Construction*
- 236210 *Manufacturing and Industrial Building Construction*
- 236220 *Commercial and Institutional Building Construction*
- 238220 *Plumbing, Heating, and Air-Conditioning Contractors*
- 238320 *Painting and Wallpapering*
- 238210 *Electrical Contractors*
- 238140 *Masonry and Stone Contractors*
- 238310 *Drywall, Plastering, Acoustical, and Insulation Contractors*
- 238340 *Tile (except resilient) Contractors*
- 238350 *Carpentry Contractors*
- 238330 *Floor Laying and Other Floor Contractors*
- 238160 *Roofing, Siding, and Sheet Metal Contractors*
- 238110 *Concrete Contractors*
- 213111 *Water Well Drilling Contractors*
- 238120 *Structural Steel Erection Contractors*
- 238210 *Electrical Contractors and Other Wiring Installation Contractors*
- 238910 *Excavation Contractors*
- 238910 *Wrecking and Demolition Contractors*
- 238290 *Other Building Equipment Contractors*
- 238390 *Building Fixture and Fitting (except mechanical equipment) installation*
- 236118 *Residential Remodelers*
- 238150 *Glass and Glazing Contractors*
- 238170 *Siding Contractors*
- 238210 *Electrical Contractors*
- 238220 *Plumbing, Heating, and Air-Conditioning Contractors*
- 238290 *Other Building Equipment Contractors*
- 238310 *Drywall and Insulation Contractors*
- 238340 *Tile and Terrazzo Contractors*
- 238350 *Finish Carpentry Contractors*

238390 *Other Building Finishing Contractors*
 531110 *Lessors of Residential Buildings and Dwellings*
 531190 *Lessors of Other Real Estate Property*
 531311 *Residential Property Managers*
 531390 *Other Activities Related to Real Estate*
 541330 *Engineering Services*
 541350 *Building Inspection Services*
 562910 *Remediation Services*
 611110 *Elementary and Secondary Schools*
 611699 *All Other Miscellaneous Schools and Instruction*
 624410 *Child Day Care Services*

Firms that wish to engage in LBP renovations in target housing or COFs must obtain certification from EPA/states. This includes firms consisting only of one self-employed individual, and property management companies, building owners, private schools and daycare centers performing work with their own employees. To obtain firm certification firms must submit specific materials to EPA/states, using EPA's CDX (using the associated EPA form 8500-27, "Application for Firms to Conduct Lead-based Paint Activities or Renovations" – see Attachment 4).

IC# 6. Private RRP firm certification activities									
Citation: 40 CFR 745									
Data Element	Form	Profess hrs/ Response	Clerical hrs/ Response	Respondents	Responses	Burden (hrs)	Labor Cost	O & M Cost	Total Cost
Private RRP firms / initial certification / reporting	EPA Form 8500-27	3.50	-	8,828	8,828	30,898	\$1,829,409	\$0	\$1,829,409
Private RRP firms /recertification / reporting	EPA Form 8500-27	2.00	-	5,671	5,671	11,342	\$671,537	\$0	\$671,537
Certified Cohort Rule Familiarization Maintenance	None	1.00	-	65,899	65,899	65,899	\$3,901,748	\$0	\$3,901,748
RRP firms / certification / recordkeeping	None	-	0.01	14,499	14,499	145	\$5,201	\$145	\$5,345
CDX Registration & Usage	None	2.50	-	14,499	14,499	36,248	\$2,146,142	\$0	\$2,146,142
Total				80,398	109,396	144,531	\$8,554,036	\$145	\$8,554,181

IC# 7: Distribution of pre-renovation lead hazard information pamphlet and post-renovation checklists documenting lead-safe work practices

Respondents NAICS Codes:

236115 *Single Family Housing Construction*
 236116 *Multifamily Housing Construction*
 236210 *Manufacturing and Industrial Building Construction*
 236220 *Commercial and Institutional Building Construction*
 238220 *Plumbing, Heating, and Air-Conditioning Contractors*
 238320 *Painting and Wallpapering*
 238210 *Electrical Contractors*

238140	<i>Masonry and Stone Contractors</i>
238310	<i>Drywall, Plastering, Acoustical, and Insulation Contractors</i>
238340	<i>Tile (except resilient) Contractors</i>
238350	<i>Carpentry Contractors</i>
238330	<i>Floor Laying and Other Floor Contractors</i>
238160	<i>Roofing, Siding, and Sheet Metal Contractors</i>
238110	<i>Concrete Contractors</i>
213111	<i>Water Well Drilling Contractors</i>
238120	<i>Structural Steel Erection Contractors</i>
238210	<i>Electrical Contractors and Other Wiring Installation Contractors</i>
238910	<i>Excavation Contractors</i>
238910	<i>Wrecking and Demolition Contractors</i>
238290	<i>Other Building Equipment Contractors</i>
238390	<i>Building Fixture and Fitting (except mechanical equipment) installation</i>
236118	<i>Residential Remodelers</i>
238150	<i>Glass and Glazing Contractors</i>
238170	<i>Siding Contractors</i>
238210	<i>Electrical Contractors</i>
238220	<i>Plumbing, Heating, and Air-Conditioning Contractors</i>
238290	<i>Other Building Equipment Contractors</i>
238310	<i>Drywall and Insulation Contractors</i>
238340	<i>Tile and Terrazzo Contractors</i>
238350	<i>Finish Carpentry Contractors</i>
238390	<i>Other Building Finishing Contractors</i>
531110	<i>Lessors of Residential Buildings and Dwellings</i>
531190	<i>Lessors of Other Real Estate Property</i>
531311	<i>Residential Property Managers</i>
531390	<i>Other Activities Related to Real Estate</i>
541330	<i>Engineering Services</i>
541350	<i>Building Inspection Services</i>
562910	<i>Remediation Services</i>
611110	<i>Elementary and Secondary Schools</i>
611699	<i>All Other Miscellaneous Schools and Instruction</i>
624410	<i>Child Day Care Services</i>

No more than 60 days before beginning renovation activities in any residential dwelling unit of target housing or COF, the firm performing renovations must provide the owner and or occupant(s) of the building with the pre-renovation lead hazard information pamphlet and comply with recordkeeping procedures. If the owner does not occupy the dwelling unit, the firm performing renovations must provide an adult occupant of the unit with the pamphlet. The firm must keep documentation providing proof that the pamphlet was provided to the owner and occupant or that an attempt was made to provide the pamphlet to the owner and occupant of the target housing (e.g., collect signed acknowledgment form, provide self-certification for failed deliveries, and document mailing the information). No more than 60 days before beginning renovation activities in common areas, the firm must provide the owner of the multi-unit housing or COF with a lead hazard information pamphlet and comply with recordkeeping procedures. In addition, the firm performing renovations must notify in writing, or ensure written notification of, occupant of each affected unit and make the pamphlet available upon request prior to the start of the renovation. Finally, the firm performing renovations must prepare, sign,

and date a statement describing the steps performed to notify all occupants of the intended renovation activities and to provide the pamphlet.

Firms performing renovations must retain and, if requested, make available to EPA all records necessary to demonstrate compliance with the requirements of 40 CFR part 745, subpart E, for a period of three years following completion of the renovation activities in target housing. These requirements include the retention of the acknowledgement of receipt of the lead hazard information pamphlet, certifications of attempted delivery, and certifications of mailing.

In the performance of renovation activities, firms are required to maintain records demonstrating compliance with the final rule requirements for using certified renovators and properly trained workers, posting signs, containing and cleaning the renovation work area, and performing a post-renovation cleaning verification or dust clearance testing after renovation activity is finished.

IC# 7. Distribution of pre-renovation lead hazard information pamphlet and post-renovation and post-renovation checklists documenting lead-safe work practices - residential facilities								
Citation: 40 CFR 745 Subpart E								
Data Element	Form	Average hrs/ Response	Respondents	Responses	Burden (hrs)	Labor Cost	O & M Cost	Total Cost
Pre-Renovation Information Dissemination by Contractors Working in Occupied Target Housing Rental Units	None	0.281	245,343	1,619,264	455,013	\$26,940,417	\$2,105,043	\$29,045,460
Pre-Renovation Information Dissemination by Contractors Working in Owner-Occupied Target Housing	None	0.182	245,343	4,931,394	897,514	\$53,139,995	\$6,410,813	\$59,550,807
Pre-Renovation Information Dissemination by Contractors Working in Vacant Target Housing Rental Units and Common Areas	None	0.265	245,343	4,906,860	1,300,318	\$76,989,222	\$6,378,918	\$83,368,140
Pre-Renovation Information Dissemination	None	0.265	16,367	114,569	30,361	\$1,797,601	\$148,940	\$1,946,541

by Contractors Working in Owner-Occupied Child-Occupied Facilities and by Landlords Working in Rental Child-Occupied Facilities									
Pre-Renovation Information Dissemination by Contractors Working in Rental Child-Occupied Facilities	None	0.370	3,069	6,138	2,271	\$134,465	\$15,959	\$150,424	
RRP firm checklist / owner-occupied target housing / third party disclosure	Sample Renovation Recordkeeping Checklist *	0.050	245,343	6,869,604	343,480	\$20,336,776	\$686,960	\$21,023,736	
RRP firm checklist / renter-occupied target housing / third party disclosure	Sample Renovation Recordkeeping Checklist *	0.050	245,343	7,360,290	368,015	\$21,789,403	\$1,472,058	\$23,261,461	
RRP firm checklist / in-house or landlord / third party disclosure	Sample Renovation Recordkeeping Checklist *	0.050	29,441	29,441	1,472	\$87,157	\$2,944	\$90,101	
RRP firm checklist / owner-occupied child-occupied facility (COF), contractor / third party disclosure	Sample Renovation Recordkeeping Checklist *	0.050	208,542	208,542	10,427	\$617,368	\$20,854	\$638,222	
RRP firm checklist / renter-occupied child-occupied facility (COF), contractor / third party disclosure	None	0.050	9,814	9,814	491	\$29,053	\$2,944	\$31,998	

RRP Firms / recordkeeping / recordkeeping	Sample Renovation Recordkeeping Checklist *	4.800	245,343	245,343	1,177,646	\$50,407,977	\$2,453	\$50,410,430
Total			245,343	26,301,259	4,587,008	\$252,269,434	\$17,247,886	\$269,517,320
* Attachment 12								

IC# 8: Government-employed RRP professional certification activities, distribution of lead hazard information pamphlet prior to renovation activities, post-renovation checklists documenting lead-safe work practices, and recordkeeping

Respondents NAICS Codes:

- 611110 *Elementary and Secondary Schools*
- 611699 *All Other Miscellaneous Schools and Instruction*
- 923120 *Administration of Public Health Programs*
- 924110 *Administration of Air and Water Resource and Solid Waste Management Programs*
- 925110 *Administration of Housing Programs*

No more than 60 days before beginning renovation activities in any residential dwelling unit of target housing or COF, the government entity performing renovations must provide the owner and or occupant(s) of the building with the pre-renovation lead hazard information pamphlet and comply with recordkeeping procedures. If the owner does not occupy the dwelling unit, the government entity performing renovations must provide an adult occupant of the unit with the pamphlet. The government entity must keep documentation providing proof that the pamphlet was provided to the owner and occupant or that an attempt was made to provide the pamphlet to the owner and occupant of the target housing (e.g., collect signed acknowledgment form, provide self-certification for failed deliveries, and document mailing the information). No more than 60 days before beginning renovation activities in common areas, the government entity must provide the owner of the multi-unit housing or COF with a lead hazard information pamphlet and comply with recordkeeping procedures. In addition, the government entity performing renovations must notify in writing, or ensure written notification of, each affected unit and make the pamphlet available upon request prior to the start of the renovation. Finally, the government entity performing renovations must prepare, sign, and date a statement describing the steps performed to notify all occupants of the intended renovation activities and to provide the pamphlet.

Government entities performing renovations must retain and, if requested, make available to EPA all records necessary to demonstrate compliance with the requirements of 40 CFR part 745, subpart E, for a period of three years following completion of the renovation activities in target housing. These requirements include the retention of the acknowledgement of receipt of the lead hazard information pamphlet, certifications of attempted delivery, and certifications of mailing.

Government entities that wish to engage in renovations in target housing or COFs must obtain certification from EPA/states. This includes government entities consisting only of one self-employed individual. To receive certification, a government entity must submit an application to

EPA/states and re-certify every five years. The rule also requires government entities to develop and retain records of the renovation activities they undertake to demonstrate compliance with standards and provide a written record for future reference.

IC# 8. Government-employed RRP professional certification activities, distribution of lead hazard information pamphlet prior to renovation activities in public schools and post-renovation checklists documenting lead-safe work practices, and recordkeeping Citation: 40 CFR 745								
Data Element	Form	Hours/Response	Respondents	Responses	Burden (hrs)	Labor Cost	O & M Cost	Total Cost
Initial Certification	EPA Form 8500-27	3.5	1,389	1,389	4,862	\$348,803	\$0	\$348,803
Renewal Certification	EPA Form 8500-27	0.5	1,597	1,597	799	\$57,291	\$0	\$57,291
Government entities / recordkeeping	None	4.8	6,670	6,670	32,016	\$3,222,757	\$67	\$3,222,824
Government entities / in-house or landlord / third party disclosure	None	0.05	6,670	53,360	2,668	\$191,424	\$69,368	\$260,792
Pre-Renovation Information Dissemination by Schools for In-House Renovation Activities	None	0.2	7,718	36,275	7,255	\$520,526	\$47,157	\$567,683
Pre-Renovation Information Dissemination by Private Schools and Daycare Centers for In-House Renovation Activities	None	0.2	17,836	24,970	4,994	\$295,689	\$32,462	\$328,151
Total			24,044	99,291	47,599	\$4,636,490	\$149,053	\$4,785,543

IC# 9: RRP and LBP professionals classroom training time related to recordkeeping compliance

Respondents NAICS Codes:

- 236115 *Single Family Housing Construction*
- 236116 *Multifamily Housing Construction*
- 236210 *Manufacturing and Industrial Building Construction*
- 236220 *Commercial and Institutional Building Construction*
- 238220 *Plumbing, Heating, and Air-Conditioning Contractors*
- 238320 *Painting and Wallpapering*
- 238210 *Electrical Contractors*
- 238140 *Masonry and Stone Contractors*
- 238310 *Drywall, Plastering, Acoustical, and Insulation Contractors*
- 238340 *Tile (except resilient) Contractors*
- 238350 *Carpentry Contractors*
- 238330 *Floor Laying and Other Floor Contractors*

238160 Roofing, Siding, and Sheet Metal Contractors
 238110 Concrete Contractors
 213111 Water Well Drilling Contractors
 238120 Structural Steel Erection Contractors
 238210 Electrical Contractors and Other Wiring Installation Contractors
 238910 Excavation Contractors
 238910 Wrecking and Demolition Contractors
 238290 Other Building Equipment Contractors
 238390 Building Fixture and Fitting (except mechanical equipment) installation
 236118 Residential Remodelers
 238150 Glass and Glazing Contractors
 238170 Siding Contractors
 238210 Electrical Contractors
 238220 Plumbing, Heating, and Air-Conditioning Contractors
 238290 Other Building Equipment Contractors
 238310 Drywall and Insulation Contractors
 238340 Tile and Terrazzo Contractors
 238350 Finish Carpentry Contractors
 238390 Other Building Finishing Contractors
 531110 Lessors of Residential Buildings and Dwellings
 531190 Lessors of Other Real Estate Property
 531210 Offices of Real Estate Agents and Brokers
 531311 Residential Property Managers
 531320 Offices of Real Estate Appraisers
 531390 Other Activities Related to Real Estate
 541330 Engineering Services
 541350 Building Inspection Services
 562910 Remediation Services

RRP and LBP professionals are required to take initial or renewal training courses as part of obtaining or maintaining their certifications. The entire class time for each initial and renewal training class is included in the table for IC #9. Average round trip travel time to the training class of 1.8 hours is included in the burden hours, except for the RRP refresher training without a hands-on component, which would not have applicable travel time.

EPA maintains a database that includes the number of students per class and the number of times each class is taught per year.

IC# 9. RRP & LBP training class and related travel time										
Data Element	Form	Hours/class & travel time	Number of classes	Students/Class	Respondents	Responses	Burden	Labor Cost	O & M Cost	Total Cost
RRP Training	None	9.8	3,998	7	37,040	37,040	362,992	\$21,492,012	\$0	\$21,492,012
LBP Abatement Worker	None	25.8	114	8	5,615	5,615	144,860	\$6,200,582	\$0	\$6,200,582
LBP Abatement Supervisor	None	33.8	64	8	3,141	3,141	106,169	\$6,286,073	\$0	\$6,286,073
LBP Project Designer	None	9.8	3	8	167	167	1,635	\$129,990	\$0	\$129,990
LBP Risk Assessor	None	17.8	55	8	2,699	2,699	48,049	\$2,267,724	\$0	\$2,267,724

LBP Inspector	None	25.8	80	8	3,926	3,926	101,301	\$4,780,984	\$0	\$4,780,984
RRP Training Refresher - No Hands On	None	2.0	1,452	1	1,921	1,921	3,842	\$227,492	\$0	\$227,492
LBP Abatement Worker Refresher	None	9.8	34	5	1,031	1,031	10,101	\$432,347	\$0	\$432,347
LBP Abatement Supervisor Refresher	None	9.8	55	5	1,699	1,699	16,654	\$986,049	\$0	\$986,049
LBP Project Designer Refresher	None	9.8	2	5	74	74	721	\$57,348	\$0	\$57,348
LBP Risk Assessor Refresher	None	9.8	69	5	2,117	2,117	20,742	\$978,955	\$0	\$978,955
LBP Inspector Refresher	None	9.8	40	5	1,221	1,221	11,964	\$564,673	\$0	\$564,673
Total					60,651	60,651	829,031	\$44,404,229	\$0	\$44,404,229

13. Provide an estimate for the total annual cost burden to respondents or recordkeepers resulting from the collection of information.

- a) The cost estimate should be split into two components: (a) a total capital and start-up cost component (annualized over its expected useful life) and (b) a total operation and maintenance and purchase of services component. The estimates should take into account costs associated with generating, maintaining, and disclosing or providing the information. Include descriptions of methods used to estimate major cost factors including system and technology acquisition, expected useful life of capital equipment, the discount rate(s), and the time period over which costs will be incurred. Capital and start-up costs include, among other items, preparations for collecting information such as purchasing computers and software; monitoring, sampling, drilling and testing equipment; and record storage facilities.
- b) If cost estimates are expected to vary widely, agencies should present ranges of cost burdens and explain the reasons for the variance. The cost of purchasing or contracting out information collections services should be a part of this cost burden estimate. In developing cost burden estimates, agencies may consult with a sample of respondents (fewer than 10), utilize the 60-day pre-OMB submission public comment process and use existing economic or regulatory impact analysis associated with the rulemaking containing the information collection, as appropriate.
- c) Generally, estimates should not include purchases of equipment or services, or portions thereof, made: (1) prior to October 1, 1995, (2) to achieve regulatory compliance with requirements not associated with the information collection, (3) for reasons other than to provide information or keep records for the government, or (4) as part of customary and usual business or private practices.

Operation and maintenance costs are summarized below by each IC category. These costs are annual and recurring in nature, related to printing/copying/mailling disclosures or recordkeeping; there are no expected start-up costs.

Summary of Operation and Maintenance Costs	
IC	Cost
IC# 1. LBP training provider accreditation applications, training notifications, and recordkeeping	\$7
IC# 2. LBP activity firm certification activities	\$62
IC# 3. Individuals performing LBP abatement activities; certification and accreditation / reporting and recordkeeping	\$0
IC# 4. LBP activity firm pre-abatement reports and occupant protection plans, abatement activity notifications, post-abatement reports and recordkeeping	\$3,396
IC# 5. RRP training provider accreditation applications, training	\$7

notifications, and recordkeeping	
IC# 6. Private RRP firm certification activities	\$145
IC# 7. Distribution of pre-renovation lead hazard information pamphlet and post-renovation and post-renovation checklists documenting lead-safe work practices - residential facilities	\$17,247,886
IC# 8. Government-employed RRP professional certification activities, distribution of lead hazard information pamphlet prior to renovation activities in public schools and post-renovation checklists documenting lead-safe work practices, and recordkeeping	\$149,053
IC# 9. RRP & LBP training class and related travel time	\$0
Total	\$17,400,556

14. Provide estimates of annualized cost to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information. Agencies may also aggregate cost estimates from Items 12, 13, and 14 in a single table.

Agency Activities

EPA performs the following activities in response to the submittals related to RRP and LBP activity submissions:

- Receive, review, and act on applications from states
- Receive, review, and file reports from authorized states
- Receive, review, and act on applications and amended applications for accreditation from training providers
- Receive, review, and file notices of trainings from training providers
- Receive, review, and file materials sent from accredited training providers
- Receive, review, and act on certification applications from firms/individuals
- Receive, review, and file notices of abatement activities from certified abatement firms.

There are no EPA activities associated with the distribution of the TSCA section 406(b) lead hazard information pamphlets to owners and occupants of target housing and COFs prior to commencing renovations for compensation.

Estimated Agency Costs

EPA estimates that it costs the Agency approximately \$2,112,955 to carry out the activities associated with the information collection activities covered by this ICR. This ICR renewal includes a cost estimate for the administration of the LBP activities and RRP programs by the EPA. The per-activity burdens are taken from those derived in EPA's (2009) Economic Analysis for the TSCA Section 402 Lead-Based Paint Program Accreditation and Certification Fee Rule. The numbers of events are estimated for each respondent type and the analysis follows the methodology of previously approved ICRs (EPA ICR No. 1715.10).

EPA makes use of existing technology to simplify the application and notification processes where available. EPA receives 99.8% of notifications through CDX, but also still allows notification through the more traditional methods (via fax, mail, commercial delivery service, or hand delivery). Lead abatement firms, evaluation firms, individuals, and renovation firms typically apply for certification and re-certification via CDX. Capital cost estimates for database maintenance and application processing are based on Agency spending in FY2019-FY2021.

There are no EPA activities associated with the distribution of the TSCA section 406(b) lead hazard information pamphlet to owners and occupants of target housing and COFs prior to commencing renovations for compensation. However, under the provisions of 40 CFR 745.87, EPA may conduct inspections and issue subpoenas pursuant to the provisions of TSCA section 11 (15 U.S.C. 2610) to ensure compliance with 40 CFR part 745, subpart E.

For certification, accreditation, and authorization, collection activities will occur according to the following schedule:

- Training programs may apply for accreditation at any time;
- Training programs must amend their applications when information changes;
- Training programs must seek re-accreditation at four-year intervals following initial accreditation;
- Training programs submit notification of training to EPA before each course, except for renovator refresher training courses without a hands-on component;
- Training programs submit post-training notification to EPA after each course, except post-training notifications for renovator refresher training courses without a hands-on component can be submitted once a month;
- Firms may apply for certification at any time;
- Firms must amend their applications when information changes;
- Certified renovation firms must seek re-certification at five-year intervals following initial certification;
- Renovators and dust sampling technicians may take training at any time;
- Renovators must take refresher training every 3 or 5 years, depending on whether or not their previous course had a hands-on component. Renovators taking the 4-hour refresher training course are not required to perform hands-on activities every time they are trained.
- Dust sampling technicians must take refresher training at five-year intervals following initial training;
- States may apply for authorization at any time;
- Authorized States must report once a year for the first three years, and biannually thereafter;
- LBP firms/individuals must apply for re-certification every three years (five for individuals who have passed a proficiency test as part of their training) after initial certification for LBP activities.

EPA believes that receipt of notification of five and seven business days respectively prior to conducting LBP abatement activities or training courses is necessary to facilitate the inspection of abatement and training locations. The regulation also includes provisions for updating the original notification. EPA determined that the time periods for initial notification will also apply to a change in course location, or if the course is to be presented earlier than described in the original notification. Other changes, including cancellation of courses or abatement projects, need only be received by EPA at least two business days before a training course is scheduled

to begin, or by the start date of an abatement activity. Such notification periods are appropriate to allow proper allocation of EPA compliance monitoring and enforcement resources, and to prevent the arrival of EPA personnel at the wrong location or time.

The TSCA section 406(b) information distribution requirements at 40 CFR part 745, subpart E, do not include any reporting requirements, only recordkeeping requirements. Therefore, a collection schedule is not applicable.

15. Explain the reasons for any program changes or adjustments reported on the burden worksheet.

There is an increase of 1,022,428 hours in the total estimated respondent burden compared with that identified in the ICR currently approved by OMB of 5,251,320 hours. This increase reflects adjustments in EPA's estimates of the burden. Several adjustments to the estimates were made, including revisions to the estimated number of respondents based on the number of respondents reporting to EPA for the prior information collection and revisions based on other market factors. Changes in burden estimates reflect changes within the housing renovation market, as measured by EPA's FLPP database, which tracks LBP and RRP activity over time, as reported to the Agency.

There is an increase of \$2,108,994 in the total cost burden compared with that identified in the ICR currently approved by OMB of \$15,291,562. The difference between the current cost burden request and the previously approved requests are due to adjustments in EPA's estimates of the respondent burden and updates to wage rates and material costs that were revised to reflect 2022 dollars for this information collection request, and adjustments for inflation.

16. For collections whose results will be published, outline the plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

This question is not applicable.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons why display would be inappropriate.

This question not applicable to this ICR.

18. Explain each exception to the topics of the certification statement identified in "Certification for Paperwork Reduction Act Submissions."

EPA does not request an exception to the certification of this information collection.

SUPPLEMENTAL INFORMATION

PRA Burden Statement

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2070-0195). Responses to this collection of information

are mandatory for certain persons, as specified at 40 CFR Part 745. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to be .2 – 28.5 hour(s) per response. Send comments on the Agency’s need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.”

You can also provide comments to the Office of Information and Regulatory Affairs, Office of Management and Budget via <http://www.reginfo.gov/public/do/PRAMain>. Find this particular information collection by selecting “Currently under 30-day Review—Open for Public Comments” or by using the search function.

All comments received by EPA will be included in the docket without change, including any personal information provided, unless the comment includes profanity, threats, information claimed to be Confidential Business Information (CBI), or other information whose disclosure is restricted by statute. Do not submit electronically any information you consider to be CBI or other information whose disclosure is restricted by statute.

LIST OF ATTACHMENTS

The attachments listed below can be found in the docket for this ICR or by using the hyperlink that is provided in the list below. The docket for this ICR is accessible electronically through <https://www.regulations.gov> using Docket ID Number: EPA-HQ-OPPT-2017-0692.

- Attachment 1:** [Toxic Substance Control Act Title IV](#) .
- Attachment 2:** [40 CFR 745 Subparts E, L, and Q](#)
- Attachment 3:** The Lead-Safe Certified Guide to Renovate Right
- Attachment 4:** EPA Form 8500-27: Application and Instructions for Firms Applying for Certification to Conduct Lead-Based Paint Activities and/or Renovations
- Attachment 5:** Sample Pre-Renovation Disclosure Form
- Attachment 6:** EPA Form 747-B-99-002: Application and Instructions for Individuals Applying for Certification to Conduct Lead-Based Paint Activities
- Attachment 7:** EPA Form 8500-25: Application and Instructions for Training Providers Applying for Accreditation of Lead-Based Paint Activity and Renovation Training Programs
- Attachment 8:** Consultation.
- Attachment 9:** EPA Form 9600-050 Lead-Based Paint Activities and Renovation Training Notification
- Attachment 10:** EPA Form 9600-052: Lead-Based Paint Activities and Renovation Post-Training Notification
- Attachment 11:** EPA Form 9600-051- Notification of Lead-Based Paint Abatement

Activities

Attachment 12: Sample Renovation Recordkeeping Checklist

Attachment 13 Privacy Act Screenshots for Training Applications for Individuals, Firms, and Trainers