



Lead-Related Construction Certification Application Forms and Instructions

California Department of Public Health, Childhood Lead Poisoning Prevention Branch
Lead Related Construction Unit

What kinds of certificates are available?

Five types of Lead-Related Construction Certificates are available to individuals who conduct lead-related construction (LRC) work in residential and/or public buildings:

- ◇ **Inspector/Assessor:** Required for those who evaluate where there are lead hazards in public and/or residential buildings.
- ◇ **Sampling Technician:** Required for those who take samples for analysis under the direction of a certified Inspector/Assessor.
- ◇ **Project Monitor:** Required for those who oversee LRC work to make sure that plans and specifications are followed, and who test to see if lead contamination occurred.
- ◇ **Supervisor:** Required for those who supervise LRC work and enforce the work practices that ensure worker safety.
- ◇ **Worker:** Required for those who perform LRC work under the direction of a Certified LRC Supervisor.

How Long Does Certification Take?

It may take up to 90 days to process certification applications, although it is normally about three weeks. The California Department of Public Health (CDPH) **cannot** expedite processing any applications.

- ◇ CDPH may take up to 30 days to review some applications for completeness. Applications for LRC Worker usually are processed more quickly than other applications.
- ◇ If items are missing from your application, CDPH will send your application back to you, along with a list of missing items. Your application should be resubmitted when it is complete.

- ◇ Once your application is complete, CDPH may take up to 60 days to verify the information in your application and grant or deny your certification.

How to Apply for Certification

To apply for certification you will need to:

- ◇ Be sure you meet training, experience and education requirements (see pages 2, 3 4, and 5).
- ◇ If you are applying for Inspector/Assessor, Project Monitor or Supervisor, you must take and pass a Statewide certification examination before you apply. (Call CPS HR Consulting at 916-263-3624, option 5, or visit their website at www.cpshr.us for information or to register.)
- ◇ Complete an application (CDPH 8488, attached).
- ◇ Attach required documents and one 2" x 2" or larger passport style photograph, or a digital photograph submitted electronically. (See page 3 of the application.)
- ◇ Include the appropriate fee (nonrefundable) for each certificate you request. (You may submit a single check or money order to pay for several fees – CDPH cannot accept cash.) Make check or money order payable to "California Department of Public Health".
- ◇ Keep a copy of your completed application for your own records.

Mail all your application materials together to:

Childhood Lead Poisoning Prevention Branch
850 Marina Bay Parkway
Building P, Third Floor, Box C
Richmond, CA 94804-6403

You may also hand-deliver your application, Monday through Friday, between 9:00 a.m. and 4:00 p.m. at the above address. Applicants wishing to hand-deliver certification applications must call us a day in-advance because of security restrictions. Please note that a “government issued identity card” must be presented for entrance to our facility. All hand delivered renewals must be in a sealed envelope with the above address on the outside.

If you are submitting applications for several people, make sure each applicant signs an application form, and paper-clip each applicant’s materials together.

If you have questions about the Lead Certification Exams see the attached information sheet titled:

**The Lead Certification Exams:
Answers to Frequently Asked
Questions.**

Or call 1-800-597-5323

(510-620-5694 outside California)

You can also visit our Web Site:

www.cdph.ca.gov/programs/CLPPB

Minimum Training, Education, Experience & Exam Requirements

You must meet the training, experience and education requirements listed below. If you are applying for a Supervisor, Inspector/Assessor, or Project Monitor certificate, you must also pass a Statewide Lead Certification Exam. For information about the examination, call CPS HR Consulting at (916) 263-3624, option 5, or at: www.cpshr.us. Note that applicants who are Certified Industrial Hygienists have unique requirements.

Supervisor Certificate Requirements

Training:

Either: Lead-Related Construction Supervision & Project Monitoring course (40 hours);

Or: Lead-Related Construction Work course (24 or 32 hours) and Lead-Related Construction Supplemental Supervision & Project Monitoring course (16 hours).

Experience:

Either: 1 year of experience as a certified lead worker;

Or: 2 years of experience in lead-related construction or a related field (such as asbestos, the building trades or environmental remediation) conducting health, occupational safety or environmental hazard control.

Note: A current and active contractor’s license issued in your name by the California Contractors State License Board (CSLB) within the classifications A, ASB, B, C12, C15, C17, C21, C32, C33, C34, C35, C39, C4, C-3, C47, C61/D38, C61/D63 or HAZ may serve as the proof of experience for Supervisors.

Education: None

Examination: **Lead Supervisor Certification Exam** (call CPS HR Consulting (916) 263-3624, option 5)

Project Monitor Certificate Requirements

Training:

- Either:** Lead-Related Construction Supervision & Project Monitoring course (40 hours);
- Or:** Lead-Related Construction Work course (24 or 32 hours) and Lead-Related Construction Supplemental Supervision & Project Monitoring course (16 hours);
- Or:** CIHs may take a Lead-Related Construction Certified Industrial Hygienist Course (24 hours).

Education &

Experience:

- Either:** A **Bachelor's Degree** or higher in a biological, chemical, physical science or related field; and 1 year of experience in lead-related construction or a related field conducting, monitoring or designing projects in environmental health, occupational safety or environmental hazard reduction;
- Or:** An **Associate's Degree** or higher (or 20 semester / 30 quarter college units) in a biological, chemical, physical science or related field and 1 year of experience as a certified lead supervisor;
- Or:** An **Associate's Degree** or higher (or 20 semester / 30 quarter college units) in a biological, chemical, physical science or related field and 2 years of experience in lead-related construction or a related field conducting, monitoring or designing projects in environmental health, occupational safety or environmental hazard reduction;
- Or:** A **High School Diploma** or its equivalent and 2 years of experience as a certified lead supervisor;
- Or:** A **High School Diploma** or its equivalent and 3 years of experience in lead-related construction or a related field conducting, monitoring or designing projects in environmental health, occupational safety or environmental hazard reduction.
- Or:** **Certified Industrial Hygienists** – American Board of Industrial Hygiene certificate.

Examination: **Lead Project Monitor Certification Exam** (call CPS HR Consulting (916) 263-3624, option 5).

Inspector / Assessor Certificate Requirements

Training: Lead-Related Construction Inspection / Assessment Course (40 hours);

Or: Certified Industrial Hygienists may take a Lead-Related Construction Certified Industrial Hygienist Course (24 hours).

Education &

Experience:

Either: A **Bachelor's Degree** or higher in a biological, chemical, physical science or related field; and 1 year of experience in lead-related construction or a related field:
a) conducting environmental inspections and assessing environmental health, occupational safety or environmental hazards; or b) designing projects in environmental health, occupational safety or environmental hazard reduction;

Or: An **Associate's Degree** or higher (or 20 semester / 30 quarter college units) in a biological, chemical, physical science or related field and 2 years of experience in lead-related construction or a related field either conducting environmental inspections and assessing environmental health, occupational safety or environmental hazards or designing projects in environmental health, occupational safety or environmental hazard reduction;

Or: A **High School Diploma** or its equivalent and 3 years of experience in lead-related construction or a related field: a) conducting environmental inspections and assessing environmental health, occupational safety or environmental hazards; or b) designing projects in environmental health, occupational safety or environmental hazard reduction.

Or: Certified Industrial Hygienists – American Board of Industrial Hygiene certificate.

Examination: **Lead Inspector/Assessor Certification Exam** (call CPS HR Consulting (916) 263-3624, option 5).

Sampling Technician Certificate Requirements

Training: Lead-Related Construction Sampling Technician course (8 hours)

Education: None

Experience: None

Examination: None

Worker Certificate Requirements

Training: Lead-Related Construction Work course (can be either a 24 or 32 hour course)

Education: None

Experience: None

Examination: None

How Long Ago Was Your Training?

If it has been **more than 1 year** since you completed your CDPH-approved training, you must take 7-hours of CDPH-approved Continuing Education before applying for certification.

If your CDPH-approved **initial** training is **more than three (3) years old**, you must take the full initial course over again before applying for certification.

How Was Your Training?

CDPH is interested in hearing what you thought of your lead training and continuing education. If you have comments, good or bad, about a CDPH-approved training provider or course, write to us or call:

Childhood Lead Poisoning Prevention Branch
850 Marina Bay Parkway
Building P, Third Floor, Box C
Richmond, CA 94804-6403
1-800-597-5323

Calculating Your Experience

Do the following calculation for each of your employers then add together the results (Box D) of all your experience calculations. The grand total of all your employment experiences must **equal or exceed** the experience requirements shown on pages 2, 3, 4 and 5.

	Example	Your Information
Count the number of months that you worked for an employer.....0/00	A 120 Months	A
Estimate the percentage of time you did activities for that employer that make you eligible for certification.....0/00	B 0.4 (40%)	B
	X _____	X _____
Multiply Box A by Box B.	C 48 months	C
Write the result in Box C.....0/00	÷ 12.0	÷ 12.0
Divide Box C by 12 to calculate your experience in years.	D 4.0 years	D
Write the result in Box D.....0/00		

What Your Application Should Include

Certificate Requested	Items to Include in Your Application	Optional Forms
Inspector/Assessor Project Monitor		
Supervisor		
Sampling Technician Worker		

Supervisor Applicants:

If you are applying for **only** a Supervisor certificate and you have a current and active contractor’s license issued in your name by the California Contractors State License Board (CSLB) within the classifications A, ASB, B, C12, C15, C17, C21, C32, C33, C34, C35, C39, C4, C-3, C47, C61/D38, C61/D63 or HAZ you may submit a copy of your Contractor’s license in place of a Proof of Experience form.

Certified Industrial Hygienists:

If you are a Certified Industrial Hygienist applying for Lead Inspector/Assessor and/or Lead Project Monitor Certification, and you took a CDPH-approved lead-related construction Course for Certified Industrial Hygienists, you may submit a copy of your American Board of Industrial Hygiene certificate (or its equivalent) in place of both the Proof of Experience form and your college diploma.

Application for Lead Certification

(Not for Renewal Applications)

Instructions: Type or print all information clearly. Complete both sides of this form. Enclose the required fees, photographs and documentation of your training, experience and education, if applicable. **Note: your name, certification number, and expiration date will be added to the list of CDPH-certified individuals on the CLPPB (www.cdph.ca.gov/programs/CLPPB) website.**

1. Applicant Information

Name Last First Middle Initial

Home Address:

Street Address, Apt No.

City

State

Zip

Mailing Address:

(if different from above)

Company Name

Street Address, Apt No.

City

State

Zip

Home Phone

Work Phone

Date of Birth

Email Address: _____

Photo Identification: Number: _____

Type: Driver's License Military ID Card Passport

State ID Card Resident Alien Card Other ID

Gender Male Female

2. Type of Certification: Check the box for the certificate(s) you want and fill in the amount paid

	Fee Due	Amount Paid
Lead Inspector / Assessor Certificate.....	\$ 135.00	\$ _____.00
Lead Supervisor Certificate.....	\$ 135.00	\$ _____.00
Lead Sampling Technician Certificate.....	\$ 135.00	\$ _____.00
Lead Project Monitor Certificate.....	\$ 135.00	\$ _____.00
Lead Worker Certificate.....	\$ 135.00	\$ _____.00
	Total Amount Paid	\$ _____.00

3. Fees: Enclose the required fees **for each Certificate requested.** (See fees due above). Payment must be a check or money order payable to the California Department of Public Health. Cash is **not** accepted. **Fees are non-refundable.**

4. Other applications: Have you ever applied for a California Lead Certificate before?

Yes No

5. Statewide Examinations: Enclose a copy of the *CPS HR Consulting* notice that you successfully completed the appropriate Statewide Examination.

6. Training, Experience, and Education Please enclose the following information with this application as proof that you satisfy the eligibility requirements for each certificate you requested.

⇒ **Lead-related construction training:** Enclose the pink Course Completion Form (CDPH 8493) from your CDPH-approved lead-related construction course(s). If your training is more than 1 year old, **also** enclose the pink Course Completion Form for your continuing education course.

Certificate Requested	Required Lead Related Construction Training
Inspector/Assessor	Inspection / Assessment (40 hours) (CIHs may take Lead Training for Certified Industrial Hygienists (24 hours))
Supervisor.....	Supervision & Project Monitoring (40 hours) or Work (24 hours) and Supplemental Supervision & Project Monitoring (16 hours)
Sampling Technician.....	Sampling Technician (8 hours)
Project Monitor.....	Supervision & Project Monitoring (40 hours) or Work (24 hours) and Supplemental Supervision & Project Monitoring (16 hours) (CIHs may take Lead Training for Certified Industrial Hygienists (24 hours))
Worker.....	Work (24 or 32 hours)

Note: You must apply to the Department within one year of the date you complete your training. If you wait longer than one year to apply, you must complete seven hours of CDPH-approved continuing education. If you wait longer than three years to apply, you must take a new CDPH-approved lead-related construction course.

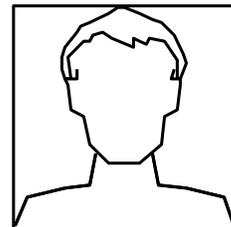
⇒ **Experience:** (*not required for Worker certificates*) To show that you have completed the required work experience, enclose completed Proof of Experience forms (CDPH 8539) for each employer who is verifying that you have experience which makes you eligible for certification.

Note to Applicants for Supervisor: A current and active contractor's license issued in the applicant's name by the California Contractors State License Board within the classifications A, B, C-4, C-12, C-15, C-17, C-21, C-32, C-33, C-34, C-35, C-39, C-43, C-47, C-61/D-38, C-61/D-63, ASB, or HAZ serves as proof of experience. You may submit a copy of your Contractor's license, in place of the Proof of Experience form.

⇒ **Education:** (*not required for Worker or Supervisor certificates*) To show that you have completed the required education, enclose copies of your diploma or transcripts or other documentation, if applicable.

Note: If you are a Certified Industrial Hygienist, and have completed a CDPH-approved lead-related construction course for Certified Industrial Hygienists you may submit a copy of your American Board of Industrial Hygiene certificate (or its equivalent) in place of **both** the Proof of Experience form (CDPH 8539) and your diploma or transcripts.

7. Photograph: You must include a recent photograph of yourself. It must be in portrait style (see diagram at right). Select one of the following methods for providing the photo:



- A photo print, at least two inches square (no digital printouts). Print your full name and your identification number such as Lead ID or course completion form on the back.
- Digital photo, e-mailed to LeadPhotos@cdph.ca.gov. It should be at least 640 x 480 pixels, in JPEG format, and have your name as the file name. Date e-mailed:

I hereby certify, under penalty of perjury, that the information I have provided in this application is true and correct. I further acknowledge my duty under the California Code of Regulations (Title 17, §§ 35001 *et seq.*) to maintain, for a minimum of three years, specified documents related to lead hazard projects that I prepare, perform, or supervise. Further, I acknowledge my duty under these regulations to make these documents available to CDPH upon request.

Your Signature _____

Date Signed:

Mail Your Application To:

California Department of Public Health
Childhood Lead Poisoning Prevention Branch
850 Marina Bay Parkway
Building P, Third Floor, Box C
Richmond, CA 94804-6403

**Notify the Department within 30
calendar days if your name, address,
email or phone number
changes.**

The Department of Public Health, Childhood Lead Poisoning Prevention Branch, requests this information under the Health & Safety Code, Section 105250, in order to determine the eligibility of an individual for Lead Certification. Provision of this information is mandatory. The consequence of not providing this information is denial of certification. This information may be provided to the California Division of Occupational Safety and Health (Cal-OSHA) and California government agencies and officials, as provided by law. You have the right to access records containing your personal information maintained by the Department of Public Health. For information or access to your records, contact the Childhood Lead Poisoning Prevention Branch, 850 Marina Bay Parkway, Building P, Third Floor, Box C, Richmond, CA 94804-6403, Telephone: 1-800-597-LEAD (510-620-5694 outside California).