

## Essential Maintenance Practices for Property Owners

1. **Use safe work practices** during work that disturbs paint that may contain lead to avoid creating LBP hazards.
  - Do not use unsafe paint removal practices, including:
    - Open flame burning;
    - Power sanding or sandblasting (unless a special vacuum attachment is used to contain dust);
    - Water blasting; and
    - Dry scraping more than a *de minimis* surface area (for example, more than one square foot per room).
  - Use good work practices and take precautions to prevent the spread of lead dust (for example, limit access to the work area only to workers; cover the work area with six mil polyethylene plastic or equivalent; protect workers; protect occupants' belongings by covering or removing from the work area; wet painted surfaces before disturbing; and wet debris before sweeping).
  - Perform specialized cleaning of the work area upon completion of work using methods designed to remove lead-contaminated dust.
2. **Perform visual examinations for deteriorating paint** (unless the paint is found not to be LBP):
  - At unit turnover; *and*
  - Every 12 months (unless the tenant refuses entry).
3. **Promptly and safely repair deteriorated paint and the cause of the deterioration.** If more than a *de minimis* amount of paint (for example, more than one square foot per room) has deteriorated (unless the paint is found not to be LBP):
  - Make the surface intact by paint stabilization, enclosure, encapsulation, or removal.
  - Follow Essential Maintenance Practice #1 (above) when repairing the surface.
  - Diagnose and correct any physical conditions causing the paint deterioration (for example, structural and moisture problems causing substrate failure or conditions causing painted surfaces to be crushed).
  - When there is extensive paint deterioration (for example, more than five square feet per room), the procedures for dust testing after Standard Treatments apply.
4. **Provide generic LBP hazard information to tenants per Title X** including the EPA-developed educational pamphlet and any information available about LBP or LBP hazards specific to the unit.

5. **Post written notice to tenants** asking tenants to report deteriorating paint and informing them whom to contact. Promptly respond to tenants' reports and correct deteriorating paint, with accelerated response in units occupied by a child under age six or a pregnant woman - and in no case longer than 30 days. Do not retaliate against tenants who report deteriorating paint.
  
6. **Train maintenance staff.** At a minimum, maintenance supervisors need to complete a one-day training course based on the HUD/EPA operations and maintenance/interim control activities curriculum. The maintenance supervisor must ensure that workers either take the one-day training course or have a clear understanding of LBP hazards, unsafe practices, occupant protection, and dust cleanup methods by such means as on-the-job training and video instruction. The maintenance supervisor needs to provide adequate oversight of workers who have not taken the training course.