

WAC 365-230-100 Notification of lead-based paint training activity. (1) The training manager must provide notification of lead-based paint activities courses or renovator and dust sampling technician courses offered.

(a) The training manager must provide the department with notification of all renovator, dust sampling technician, or lead-based paint activities courses offered. The original notification must be received by the department at least seven business days prior to the start date of any renovator, dust sampling technician, or lead-based paint activities courses.

(b) The training manager must provide the department updated notification when lead-based paint activities or renovator and dust sampling technician courses will begin on a date other than the start date specified in the original notification, as follows:

(i) For lead-based paint activities or renovator and dust sampling technician courses beginning prior to the start date provided to the department an updated notification must be received by the department at least seven business days before the new start date.

(ii) For lead-based paint activities or renovator and dust sampling technician courses beginning after the start date provided to the department, an updated notification must be received at least two business days before the start date provided to the department.

(c) The training manager must update the department of any change in location of lead-based paint activities or renovator and dust sampling technician courses at least seven business days prior to the start date provided to the department.

(d) The training manager must update the department regarding any course cancellations, or any other change to the original notification. Updated notifications must be received by the department at least two business days prior to the start date provided to the department.

(e) Each notice, including updates, shall include the following:

(i) Notification type (original, update, cancellation).

(ii) Training program name, department accreditation number, address, and phone number.

(iii) Course discipline, type (initial/refresher), and the language in which instruction will be given.

(iv) Date(s) and time(s) of training.

(v) Training location(s) phone number and address.

(vi) Principal instructor's name.

(vii) Training manager's name and signature.

(f) Notification must be accomplished using any of the following methods: Written notification or electronic. Notification of lead-based paint activities, renovator, or dust sampling technician course schedules can be accomplished by using either the sample form titled "Pre-Training Notification" or a similar form developed by the training program containing the required information. All written notices shall be delivered by U.S. Postal Service, fax, commercial delivery service, or hand delivery. (Persons submitting notification by U.S. Postal Service are reminded that they should allow three additional business days for delivery in order to ensure that the department receives the notification by the required date.) Instructions and sample forms can be obtained from the department at 360-586-5323, or on the internet at <http://www.commerce.wa.gov/lead>.

(g) Lead-based paint activities or renovator and dust sampling technician courses must not begin on a date, or at a location other than that specified in the original notice unless an updated notifica-

tion identifying a new start date or location is submitted, in which case the course must begin on the new start date and/or location specified in the updated notification.

(h) No training program shall provide lead-based paint activities or renovator and dust sampling technician courses without first notifying the department of such activities in accordance with the requirements of this section.

(2) The training manager must provide notification following completion of lead-based paint activities or renovator and dust sampling technician courses.

(a) The training manager must provide the department with notification after the completion of any lead-based paint activities or renovator and dust sampling technician course that shall be received by the department no later than ten business days following course completion.

(b) The notice must include the following:

(i) Training program name, department accreditation number, address, and phone number.

(ii) Course discipline and type (initial/refresher).

(iii) Date(s) of training.

(iv) The following information for each student who took the course:

(A) Name.

(B) Address.

(C) Course completion certificate number.

(D) Course test score.

(v) Training manager's name and signature.

(c) Notification shall be accomplished using one of the following methods: Written or electronic. Notification following lead-based paint activities, renovator, or dust sampling technician courses can be accomplished by using either the sample form titled "Post-Training Notification" or a similar form developed by the training program containing the required information. All written notices shall be delivered by U.S. Postal Service, fax, commercial delivery service, or hand delivery. (Persons submitting notification by U.S. Postal Service are reminded that they should allow three additional business days for delivery in order to ensure that the department receives the notification by the required date.) Instructions and sample forms can be obtained from department at 360-586-5323, or on the internet at <http://www.commerce.gov/lead>.

[Statutory Authority: RCW 70.103.030. WSR 14-03-104, § 365-230-100, filed 1/20/14, effective 2/20/14. Statutory Authority: RCW 70.103.10 [70.103.010], 70.103.20 [70.103.020], 70.103.30 [70.103.030], 70.103.40 [70.103.040], 70.103.50 [70.103.050], 70.10.80 [70.103.080], and 70.103.90 [70.103.090]. WSR 11-07-067, § 365-230-100, filed 3/21/11, effective 4/21/11. Statutory Authority: Chapter 70.103 RCW. WSR 07-07-044, § 365-230-100, filed 3/13/07, effective 4/13/07. Statutory Authority: RCW 70.103.0030(2) [70.103.030(2)], 70.103.020, 70.103.030, 70.103.040, 70.103.050, 70.103.060, 70.103.070, 70.103.080, 70.103.090. WSR 04-10-037, § 365-230-100, filed 4/29/04, effective 5/30/04.]