

# Instructions for Completing the State of Maine Application Form for Certification as an Asbestos Professional or Lead Professional

## General Requirements:

- Complete all sections of the application either by hand printing in ink or typing.
- The application form must be legible or it will be rejected.
- Separate application forms must be submitted for **each** certification category you are applying for.
- Include the appropriate application fee either by check or money order made payable to the **Maine Environmental Protection Fund**. If there are not sufficient funds to cover the check transaction an insufficient funds fee will be assessed by the Department in accordance with State of Maine laws and policies. Until that insufficiency (by money order or bank check) is resolved, the Department will not accept any additional checks from the party.
- For Asbestos Professionals only, if you are obtaining certification in more than one category, you pay the first \$100, then \$50 for each additional category which will expire within the same year.
- **Do Not** send your original training certificates or education documents. We accept photo copies.
- Attach additional sheets as necessary.
- Be sure to sign the completed application form.
- **No Walk-ins please.** We cannot process applications same day.

## Certification Category Requirements:

- Refer to the chart on the following pages for required submittals.
- It is the responsibility of the individual planning to attend a training course to ensure that the training course is approved by or acceptable to the Department. A training course that is not approved by the Department will not meet the standards for certification of individuals pursuant to the regulations unless reciprocity is granted.
- New applicants must submit copies of initial training certificates as well as any past and current refresher training certificates to demonstrate continuity of training.

## Denial of Application by the Department: The Department may deny an applicant for any of the following:

- Failure to submit documentation demonstrating his or her ability to comply fully with applicable requirements, procedures, and standards set forth in the regulations.
- A history of incompetence or negligence, as determined by the Department based on previous compliance inspection(s), review of operating record(s), or other documents.
- Submission of false information on an application.
- Submission of an incomplete application. If the Department requests further information and does not receive it in full within 30 calendar days, the application will be denied.
- Failure to submit the required fee.
- Past violations(s) of State or federal laws or regulations pertaining to asbestos/lead abatement activities.

## Questions & Comments Contact:

State of Maine  
Department of Environmental Protection  
Lead & Asbestos Hazard Prevention Program  
17 State House Station, Augusta, ME 04333-0017  
TEL (207) 287-7688 Email: [ALCertifications.DEP@maine.gov](mailto:ALCertifications.DEP@maine.gov)

## State of Maine Asbestos Professional Certification Category Requirements and Submittals

Category	New	Renewal
<b>Worker</b>	Completed Application	Completed Application
	\$50 fee	\$50 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Worker 32 hour training certificate	Copy of Worker Refresher 8 hour training certificate
	Copies of all Worker Refresher 8 hour training certificates	
<b>Supervisor</b>	Completed Application	Completed Application
	\$100 fee	\$100 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Supervisor 40 hour training certificate	Copy of Supervisor Refresher 8 hour training certificate
	Copies of all Supervisor Refresher 8 hour training certificates	
<b>Air Monitor</b>	Completed Application	Completed Application
	\$100 fee	\$100 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Air Monitor 40 hour training certificate or combination of Supervisor 40 hour training and Air Monitor 16 hour training. Out of state applicants may submit a combination of training and experience equivalent to the training required in this section.	Copy of Air Monitor Refresher 4 hour training certificate
	Copies of all Air Monitor Refresher 4 hour training certificates	
<b>Inspector</b>	Completed Application	Completed Application
	\$100 fee	\$100 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Inspector 24 hour training certificate	Copy of Inspector Refresher 4 hour training certificate
	Copies of all Inspector Refresher 4 hour training certificates	
<b>Management Planner</b>	Completed Application	Completed Application
	\$100 fee	\$100 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Management Planner 16 hour training certificate	Copy of Management Planner Refresher 4 hour training certificate
	Copies of all Management Planner Refresher 4 hour training certificates	
	Copy of Initial Inspector 24 hour training certificate	
	Copies of all Inspector Refresher 4 hour training certificates	

## State of Maine Asbestos Professional Certification Category Requirements and Submittals

Category	New	Renewal
<b>Design Consultant*</b>	Completed Application	Completed Application
	\$100 fee	\$100 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Design Consultant 24 hour training certificate	Copy of Design Consultant Refresher 8 hour training certificate
	Copies of all Design Consultant Refresher 8 hour training certificates	
	Documentation of at least a bachelor's degree in either architecture, engineering, industrial hygiene, occupational health, or environmental, biological or life sciences and a minimum of 12 months of field experience directly associated with asbestos abatement activity;	
<u>or</u> possession of any valid asbestos professional certificate, excluding Asbestos Abatement Worker, for three (3) years.		
<b>Air Analyst</b>	Completed Application	Completed Application
	\$100 fee	\$100 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Air Analyst 40 hour training certificate	Documentation of participation in a Maine-licensed laboratory's annual QA/QC training Statement from a licensed Asbestos Analytical Laboratory affirming that the applicant is proficient in air analysis through participation in the laboratory's administration of the AIHA's PAT program, including results of the last four (4) rounds of the applicant's testing, or proof that the applicant is listed in the AIHA Asbestos Analysis Registry.
<b>Bulk Analyst</b>	Completed Application	Completed Application
	\$100 fee	\$100 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Bulk Supervisor 40 hour training certificate	Documentation of participation in a Maine-licensed laboratory's annual QA/QC training Statement from a licensed Asbestos Analytical Laboratory affirming that the applicant is proficient in bulk analysis through participation in the laboratory's administration of the NVLAP or AIHA's bulk quality assurance program, including results of the last four (4) rounds of the applicant's testing.

**\*Asbestos Design Consultant Additional Requirements:**

Design Consultant applicants who administer training courses must submit documentation of successful completion of a post-secondary degree in adult education, or a Department approved "Train the Trainer" course (24 hour minimum).

## State of Maine Lead Professional Certification Category Requirements and Submittals

Category	New	Renewal**
<b>Worker</b>	Completed Application	Completed Application
	\$75 fee	\$75 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Worker 24 hour training certificate	Copy of Worker Refresher 8 hour training certificate
	Copies of all Worker Refresher 8 hour training certificates	
<b>Project Supervisor</b>	Completed Application	Completed Application
	\$125 fee	\$125 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Supervisor 32 hour training certificate	Copy of Supervisor Refresher 8 hour training certificate
	Copies of all Supervisor Refresher 8 hour training certificates	
	Copy of High School diploma or G.E.D.	
	Experience documentation of one year as a lead abatement worker,	
	<b>or</b> two years experience in building trades, asbestos abatement, environmental or related field.	
<b>Design Consultant</b>	Completed Application	Completed Application
	\$250 fee	\$250 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Design Consultant 16 hour training certificate	Copy of Design Consultant Refresher 8 hour training certificate
	Copies of all Design Consultant Refresher 8 hour training certificates	
	Copy of Initial Supervisor 32 hour training certificate	
	Copies of all Supervisor Refresher 8 hour training certificates	
	Experience & education documentation of Bachelor's degree in engineering, architecture or related profession <b>plus</b> one year experience in building construction and design or related field;	
<b>or</b> High School diploma or G.E.D. <b>plus</b> four years of experience in building construction and design or related field.		
<b>Inspector</b>	Completed Application	Completed Application
	\$200 fee	\$200 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Inspector 32 hour training certificate	Copy of Inspector Refresher 8 hour training certificate
	Copies of all Inspector Refresher 8 hour training certificates	
	Copy of XRF radiation safety training certificate	
	Copy of High School diploma or G.E.D.	

## State of Maine Lead Professional Certification Category Requirements and Submittals

Category	New	Renewal**
<b>Risk Assessor***</b>	Completed Application	Completed Application
	\$250 fee	\$250 fee
	One 2x2 inch color photo	One 2x2 inch color photo
	Copy of Initial Inspector 32 hour training certificate	Copy of Risk Assessor Refresher 8 hour training certificate
	Copies of all Inspector Refresher 8 hour training certificates	
	Copy of Initial Risk Assessor 16 hour training certificate	
	Copies of all Risk Assessor Refresher 8 hour training certificates	
	Experience & education documentation of certified industrial hygienist, professional engineer, registered architect or related scientific field, <b>plus</b> one year experience as a certified lead inspector including a minimum of 20 lead inspections,	
	<b>or</b> Bachelor's degree and at least one year experience in a related field, such as asbestos or radon, code enforcement, building construction, or residential energy auditing, <b>plus</b> one year experience as a certified lead inspector including a minimum of 20 lead inspections,	
<b>or</b> High School diploma or G.E.D. with a combination of education and experience equivalent to 4 years of college (six months experience is equal to one year of college); <b>plus</b> one year experience as a certified lead inspector, including a minimum of 20 lead inspections or 40 lead determinations using an XRF.		
Copy of XRF radiation safety training certificate		
<b>Sampling Technician</b>	Completed Application	Not Required
	\$75 fee	
	One 2x2 inch color photo	
	Copy of Initial Sampling Technician 6 hour training certificate	
	Copy of High School diploma or G.E.D.	

**\*\*Note on Lead Annual Refresher Training:**

During the first two (2) years following initial certification and every three (3) years after that, annual training must be met by successful completion of a discipline-specific Department-accredited 8-hour refresher course. The remaining annual training requirements may be met through attendance at a Department-accredited discipline-specific refresher course **or** through at least 8 hours of documented attendance at other programs that are relevant to the applicant's discipline. These programs may be short courses, workshops or seminars. The Department shall have final authority in determining if training proposed to meet this requirement is acceptable.

**\*\*\*Note on Lead Risk Assessor experience requirement:**

In lieu of the Lead Risk Assessor experience requirement, an applicant may pass a field assessment by the Department of her or his ability to appropriately implement risk assessment procedures. Contact the Department for further information.

# State of Maine

Department of Environmental Protection  
Lead & Asbestos Hazard Prevention Program  
17 State House Station, Augusta, ME 04333  
TEL (207) 287-7688 Email: ALCertifications.DEP@maine.gov

# Application Form

## Asbestos Professional Certification Lead Professional Certification

**Applicant Legal Name & Home Address:**

First: \_\_\_\_\_ MI: \_\_\_\_\_ Last: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Other Names I am known by: \_\_\_\_\_

**Applicant Information:**

Date of Birth: \_\_\_\_\_  
Social Security #: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Are there any pending enforcement actions of State or Federal laws or regulations pertaining to asbestos/lead abatement activities against you?  
Yes \_\_\_\_\_ No \_\_\_\_\_  
If Yes, Where: \_\_\_\_\_

**Employer Name & Mailing Address:**

Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

**Certification Category:**  
(select only one category per application):

### Asbestos

New \_\_\_\_\_ Renewal \_\_\_\_\_

If Renewal list Maine Certificate Number: \_\_\_\_\_

Certificate #

Worker ----- fee \$50  
Supervisor----- fee \$100  
Air Monitor ----- fee \$100  
Inspector----- fee \$100  
Management Planner ----- fee \$100  
Design Consultant ----- fee \$100  
Air Analyst----- fee \$100  
Bulk Analyst ----- fee \$100

**Certification Category:**  
(select only one category per application):

### Lead

New \_\_\_\_\_ Renewal \_\_\_\_\_

If Renewal list Maine Certificate Number: \_\_\_\_\_

Certificate #

Worker ----- fee \$75  
Supervisor ----- fee \$125  
Inspector ----- fee \$200  
Risk Assessor----- fee \$250  
Design Consultant ----- fee \$250  
Sampling Technician ----- fee \$75

**Department Action:**

Received: \_\_\_\_\_  
Fee: \_\_\_\_\_  
Check #: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Certificate #: \_\_\_\_\_  
Certificate Exp: \_\_\_\_\_  
Training Exp: \_\_\_\_\_  
Notes: \_\_\_\_\_

**Signature:**

By signing this statement the applicant verifies that the representations herein are true. By making false statements on this document, I realize I am committing a crime punishable under Maine law. I further attest that I will comply with my employer's standard operating procedures and follow State of Maine work practice standards and other applicable requirements as described in Chapter 424 (Lead Management Regulations) and/or Chapter 425 (Asbestos Management Regulations).

\_\_\_\_\_  
Signature (Application is not valid unless signed by applicant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name