RISK ASSESSMENT REPORT CHECKLIST

1. Summary

Identification Information

- Full address of property and unit (if applicable)
- Property owner's address and telephone number
- Name, address, and telephone number of risk assessor and firm
- Certification/license number of risk assessor and firm

Basic Inspection Information

- Date of risk assessment and start and stop time
- Brief description of procedures used or reference to documented methods
- Brief description of the type of risk assessment conducted
- Make, model, serial number, and source date (if applicable) for XRF machine

Summary of Results

- Brief history of renovation, repairs, and painting at property and discussion of building condition
- List of lead hazards identified including location and in rank order
- Summary of optional sampling results such as water tests (if applicable)
- Brief summary analysis of previous XRF testing reports (if applicable)

Other Information

- Statement on property owner's responsibility to disclose lead-based paint information
- Notice that deteriorated or disturbed painted surfaces may still contain lead-based paint and may pose a hazard, especially during renovation.

2. Full Explanation of Methodology and Results

Results

- History of renovation, repairs, and painting at property
- Discussion of building condition
- List of lead hazards: location, type, priority hazards indicated
- Complete paint sample results
- Complete dust testing results
- Complete soil sampling results
- Optional sampling results such as water tests (if applicable)

Test Methods

- Full description of procedures used or reference to documented methods
- Full description of the type of risk assessment conducted
- Full description of quality control procedures for XRF machine
- Analysis of previous XRF testing reports (if applicable)

3. Lead Hazard Control Plan

- Recommended interim control and/or abatement options
- Reevaluation schedule
- Risk assessor's signature and date

4. Appendix

- Laboratory analysis result forms
- All laboratory and XRF raw data