

the

TOOL BOX

August 2021

It's hot outside! Have you read OR OSHA's new heat illness rules?

On July 8, 2021, Oregon adopted two emergency temporary rules – 437-002-0155 and 437-004-1130 – following direction from Oregon Gov. Kate Brown to protect workers from heat-related illnesses. Learn more about these new rules in the [online fact sheet](#). The fact sheet is also available [in Spanish](#).

Want more heat illness training? View Oregon OSHA's training resources in the [press release from July 14, 2021](#). For answers to your questions about requirements and how to apply them to your worksite, contact OSHA's technical staff at (toll-free in Oregon): 800-922-2689.

Submitting Your Insurance Certificate to the CCB is Easier with E-Proof

Does your insurance agent submit your proof of insurance to the CCB? Late or forgotten insurance renewals are one of the more common reasons for license suspensions. Did you know CCB can process your certificates of insurance in as little as 1-2 business days if your agent uses the E-Proof system?

E-Proof for insurance agents is an easier, faster way to submit a contractor's proof of insurance coverage to the CCB. E-Proof allows insurance agents to submit insurance certificate information via CCB's website portal.

Certificates of insurance sent to the CCB via E-Proof are typically processed in 1-2 business days, versus paper documents which can take up to 7-10 business days.

Next time you talk to your insurance agent, mention CCB's E-Proof system. To subscribe and access E-Proof, insurance agents can complete and submit the E-Proof application found on CCB's website at www.oregon.gov/CCB/licensing/Pages/forms-fees.aspx.

This service is free of charge. Upon CCB's receipt of completed E-Proof application, agents will receive a link and login information at their email address, which will allow them to submit insurance certification via CCB's website portal for agents.



Construction
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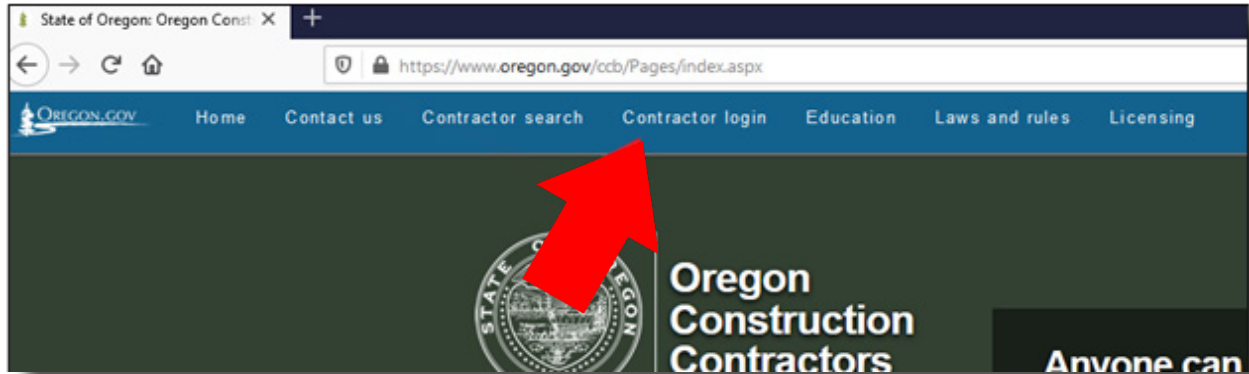
www.oregon.gov/ccb



Did you know you can check your continuing education credits online?

We get many questions from residential contractors who want to renew their license and don't know how many hours of continuing education credit they've already completed. You don't have to call the CCB to find out how many hours of CE you've completed – you can look it up yourself! Here's how:

1. Log in to your CCB portal account by typing <https://portal.ccb.state.or.us/> into your browser, or by clicking on the "Contractor Login" link on the front page of CCB's website, www.oregon.gov/ccb.



2. Once logged in, click on the "Continuing Education" tab on the far right side of the screen.



3. Click on the "Education History" tab on the far right side of the screen. All classes you have taken will be listed there by date order taken, most recent to the oldest.



Still have questions? Call the Education section. 503-394-2227.



Key contacts

Licensing questions:
503-378-4621

Report unlicensed
activity: 503-934-2229

Dispute resolution (mediation)
questions:
503-934-2247

Education questions:
503-934-2227

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A lead license is required if you're bidding on pre-1978 homes

Homes and child-occupied buildings such as daycare centers, preschools and kindergarten rooms constructed before 1978 are presumed to have lead paint unless testing shows otherwise.

Contractors cannot bid on renovation projects for pre-1978 homes until they have completed an approved training class and obtain a Lead-Based Paint Renovation License.

"Renovation" means modifying any structure or part of a structure that disturbs more than:

- Six square feet of painted surface per room for interior work.
- 20 square feet of painted surface for exterior work.

This includes projects involving flooring, windows, gutters, siding, and painting. Window replacement is considered renovation.

Why get your lead license?

There are many reasons to get your lead license.

- **Avoid fines.** CCB fines for lead-based paint violations run between \$1,000 and \$5,000, but EPA violations can be upwards of \$30,000 per day until remediated.
- **Protect clients.** Individuals seeking a lead license must learn lead-safe practices that protect clients from potential exposure to toxic lead dust.
- **Claim continuing education credit.** Your lead based paint credits can be claimed as continuing education credit for your CCB license.

How do I get licensed?

At least one owner or employee of a contractor's business must complete the eight-hour Renovation, Repair and Painting (RRP) training from an accredited provider.

- The Oregon Health Authority maintains a training calendar. It also has a list of accredited training providers
- You can also call 971-673-0440 or email lead.program@state.or.us.
- This initial certification is valid for five years. Before your certification expires, you must take a four-hour refresher course from an Oregon Health Authority approved provider. If your initial certificate expires before you take the refresher course, you must take the full eight-hour course again.

Applying for a lead renovator license

Once you complete the initial training, apply to the CCB for a Lead-Based Paint Renovation license.

Here is the license application. The fee is \$50.



LEAD HAZARD
WORK AREA KEEP OUT
NO SMOKING, EATING, OR DRINKING

Sign up for live 3-hour webinars! August and September schedules are available on the CCB website

The schedule for CCB's live 3-hour webinars is posted on our website at <https://www.oregon.gov/ccb/Pages/ccbclasses.aspx>

All classes are **free**. Sign up today!

Date	Sign Up	Speakers
August 18	Click here to register	CCB, OSHA and Workshare OR
August 31	Click here to register	CCB and DEQ
September 15	Click here to register	CCB, OSHA and 811
September 28	Click here to register	CCB and DEQ
September 29	Click here to register	CCB, OSHA and DFR of DCBS

About the Speakers

OSHA varies its presentation based on current events and hot topics in the industry. Recent topics have included information about COVID-19 safety in the workplace, worker safety during wildfire season, heat illness prevention and silica dust.

DEQ presents information about compliance with asbestos regulations.

Work Share program can help contractors retain talent and avoid layoffs during a temporary decline in business. Work Share's presentation gives contractors information they need to decide if this program could help them.

811 shares information about the Call Before You Dig program.

Who Needs Classes?

Any contractor – commercial or residential - can take CCB's 3 hour webinars.

Residential contractors are required to take 3 hours of CCB laws, regulations and business practices (LRB) classes every two years in order to renew their license. These new webinars fulfill that requirement. **Residential contractors only need to take this class one time every two years to renew their license, and will not receive additional credits for taking the class more than once.**

No Time for a Webinar? You Have Options

If you're unable to take a live webinar, you can still fulfill your 3 hour LRB requirement by taking on-demand classes through your online services account: <https://portal.ccb.state.or.us/>

Unable to take classes through an online services account? CCB education section has solutions and can help. Call today at 503-934-2227 or email at ccbeducation@ccb.state.or.us.

A message from OHA: Testing paint for lead under the RRP rule

Contractors that perform renovation work on pre-1978 housing can either presume that lead-based paint is present and follow required lead-safe work practices, or they can test surfaces for lead-based paint prior to performing any work on those surfaces. Options for testing include either collecting a paint chip sample for analysis at an accredited laboratory, or using an EPA-recognized lead test kit. These tests must be performed by a certified renovator that has completed a Renovation Repair and Painting (RRP) training and received a Lead-Based Paint Renovation license from the CCB.

If an approved test kit is used, state and federal rules require that the kit manufacturer's instructions be followed in order for the results to be valid. The **3M LeadCheck and D-Lead** test kits (the only approved lead test kits available to Oregon contractors) are single-use only. Extending the use of these kits to test multiple building components will invalidate those results since this practice is not found within the manufacturer's instructions. For example, using cotton swabs to test additional components with the remaining fluid in a used **3M LeadCheck swab is not allowed under the RRP rule since this practice is not in the kit's instructions. Likewise, the D-Lead** test kit instructions tell the user to "[n]ever put more or less than one entire sample into the bottle" of testing solution. The test result for each building component must be documented on the Test Kit Documentation Form or a similar document that is provided to the client no more than 30 days after the work is completed.

A negative determination from an approved test kit or a paint chip sample means that renovations affecting that specific component are exempt from the RRP work practice requirements. Any building components that remain untested but will be affected by the renovation must be treated as lead-based paint, even if they are similar to those that were tested.

For more information, please read the applicability section of EPA's Code of Federal Regulations for Residential Property Renovation found in 40 CFR 745.82. EPA's frequent questions website is also a helpful resource to clarify aspects of the RRP rule.

Have questions? Contact the Lead Poisoning Prevention Program at leadprogram@dhsoha.state.or.us

Ordering free educational materials for homeowners is easier than ever!

CCB publishes educational materials to inform homeowners about the value of hiring licensed contractors.

Business card holder trifold. This popular trifold can be used to hold your business card! It also gives step-by-step instructions that teach homeowners how to check a license on our website.

Guide to hiring contractors. This guide provides in-depth information about how to take a home improvement project from start to finish.

Both publications make excellent reference materials for homeowners, and make excellent talking points when meeting with new clients.

We'll send you these materials for free! To request your free brochures, fill out our online form. Ordering is easy! You can also find links to the form on our website. Click on the "contractor tools" link on the front page of our website. You'll find the link to the button on the Contractor Tools page!

