

PART R**RADON**Sec. R.1 - Purpose and Scope.

- a. Except as otherwise specifically provided, these regulations apply to all business entities and other persons located within or outside [insert state name here] that, for a fee or other remuneration, offer to conduct air [and water] radon services, including but not limited to radon testing, analysis of radon detection devices, radon testing or mitigation consultation, or radon mitigation, in [insert state name here].
- b. In addition, these regulations establish requirements for the control of radon in new residential structures and requirements for radon measurements performed during real estate transactions.

Sec. R.2 - Definitions. As used in Part R, these terms have the definitions set forth below:

"Applicant" means any person who applies for an Agency certification [license].

"Approved measurement device" as used in this Part means a radon or radon decay product measurement device that quantifies radiation from radon or its decay products and meets proficiency requirements determined by the Agency.

"Analytical radon measurement service" means a radon measurement service or activity that includes the capability to extract, read, analyze or manipulate the radon/WL data from the measurement device(s) and calculate the final concentration for the client test report. These capabilities include, but are not limited to, reading and recording initial and final electret voltages, printing continuous monitor data tapes, recording radon or WL concentrations from a data window, or processing the radon/WL data for test report generation.

"Authorized radon measurement protocol" means an Agency-approved method for measuring radon [in air] [in water] [in environmental media].

"Becquerel per cubic meter" means, for purposes of this Part, a unit of radioactivity representing one disintegration per second per cubic meter: 1 Bq/m³ (0.027 pCi/L).

"Building" means a structure enclosed with exterior walls or fire walls, built, erected and framed of component structural parts, designed for the housing, shelter, enclosure or support of individuals.

"Business entity" means any form of corporation, partnership, association, cooperative, joint venture, business trust, or sole proprietorship that conducts business in this state.

"Business day" means any day of the year, exclusive of Saturdays, Sundays, and [insert name of state] holidays.

"Certified [Licensed] person" or "certified [licensed] individual" means an Agency-certified [licensed] radon laboratory, an Agency-certified [licensed] radon measurement specialist, an Agency-certified [licensed] radon measurement business, an Agency-certified [licensed] radon measurement technician, an Agency-certified [licensed] radon mitigation business, an Agency-certified [licensed] radon mitigation specialist or an Agency-certified [licensed] residential radon mitigator as defined by Part R.

"Certified [Licensed] radon laboratory" means a laboratory which analyzes samples collected with approved radon measurement devices for the presence of radon and/or radon decay products in a site that uses stationary equipment separate from the location in which the sample was taken and holds a current valid certificate [license] or accreditation issued or accepted by the Agency for radon analysis.

"Certified [Licensed] radon measurement business" means a business entity which holds a current valid certificate [license] issued or accepted by the Agency for radon measurement and provides on-site measurement services using approved radon measurement devices for radon or radon decay products and which meets the requirements for Agency certification [licensing] in accordance with these regulations. For the purpose of Part R, an Agency-certified [licensed] radon laboratory which does not provide on-site measurement services directly to the public is not considered a radon measurement business.

"Certified [Licensed] radon^{*/} measurement specialist" is an individual who holds a current valid certificate [license] issued or accepted by the Agency for radon measurement specialist and provides on-site residential and nonresidential radon or radon decay product measurement services with a portable laboratory and/or non-analytical devices that are approved by an organization accepted by the Agency. The measurement services provided by the specialist may include the evaluation and interpretation of measurement protocol and diagnostic radon measurements.

"Certified [Licensed] radon measurement technician" is an individual who holds a current valid certificate [license] issued or accepted by the Agency for radon measurement technician and provides on-site residential measurement services with non-analytical radon measurement devices that are approved by an organization accepted by the Agency.

"Certified [Licensed] radon mitigation business" means a commercial business (see business entity definition above) which designs and/or installs systems in existing buildings to mitigate radon and holds a current valid certificate [license] issued or accepted by the Agency for radon mitigation.

"Certified [Licensed] radon mitigation specialist" means an individual who performs or evaluates diagnostic tests to determine appropriate radon mitigation strategies for any type of building or structure, designs and installs or supervises the installation of mitigation systems, and holds a current valid certificate [license] issued or accepted by the Agency for radon mitigation specialist .

^{*/} The word radon is inserted to specify that measurement specialists can interpret radon measurements, not pressure field extension measurements.

"Certified [Licensed] residential radon mitigator " means an individual who performs or evaluates diagnostic tests to determine appropriate radon mitigation strategies for one-or-two family low rise residential buildings, designs and installs or supervises the installation of one-or-two family low rise residential mitigation systems and holds a current valid certificate [license] issued or accepted by the Agency for residential radon mitigator.

"Continuing education" means, as used in this part, lifelong learning to ensure that basic skills and abilities required for certification [license] under Part R are maintained, and that new information and knowledge relevant to certification [license] under Part R is put into practice.

"Course provider" means an individual, business or agency currently approved, authorized, or certified [licensed] by the Agency to provide instruction in radon measurement or mitigation techniques as part of the Agency's radon certification [licensing] program.

"Diagnostic tests" means tests performed or procedures used to determine appropriate mitigation methods for a building.

"Facility", as used in this Part, means the location within one building (or vehicle, or under one roof, or at one address) and under the same administrative control at which radon testing, analysis, or mitigation equipment; or associated records are installed, operated, used, processed or stored. "Facility" may also mean multiple such locations or addresses at a site or part of a site.

"Mitigate" means to install systems and/or materials to prevent entry of radon into the indoor environment or to reduce radon concentrations in the indoor environment.

"Mitigation system" means any system or interventions designed to reduce radon concentrations in the indoor environment of a building, including but not limited to, active soil depressurization techniques, sealing techniques, and natural and forced air ventilation techniques.

"Non-analytical radon or non-analytical radon decay product measurement device" is a device that cannot be read directly by the operator and requires additional equipment or instruments to obtain the measurement results from the device.

"On-site measurement" means a radon or radon decay product measurement, either active or passive, where the certified measurement technician or specialist places and retrieves the measurement device at the measurement location.

"Person" means, as used in this Part, any individual, corporation, partnership, firm, association, trust, estate, public or private institution, group, agency, political subdivision of this State, any other State or political subdivision or agency thereof, and any legal successor, representative, agent, or agency of the foregoing.

"Picocurie per liter (pCi/L)" means 2.22 disintegrations per minute of radioactive material per liter, or 37 becquerels per cubic meter. It may be used as a measure of the concentration of radon gas in air. One picocurie is equal to 10^{-12} curies.

"Portable laboratory" means an approved radon measurement device or system that is able to provide radon concentration information at the site where testing occurred, or elsewhere, without the need to be returned to a certified [licensed] radon laboratory.

"Proficiency test" means a procedure to demonstrate analysis capabilities by the exposure of radon or radon decay product measurement devices in an independent radon test chamber, conducted within an authorized accreditation or certification program accepted by the Agency.

"Quality Assurance" (QA) means all those planned and systematic actions necessary to provide adequate confidence that a system will perform satisfactorily and to insure accuracy and reproducibility in radon measurements and analysis in accordance with written procedures and standards.

"Quality Assurance Officer" means the individual with sufficient authority within the business responsible for the development, maintenance and oversight (including corrective action) of the quality assurance program.

"Quality Control" (QC) means the steps taken by an organization to measure performance, compare performance with standards, and act on any differences.

"Radon (Rn)" means the naturally occurring, colorless, odorless, radioactive gaseous element formed by radioactive decay. The atomic number is 86. The most common isotope of radon that occurs in nature is radon-222, with radon-220 (thoron) sometimes present. The term is often used generically to represent radon and radon decay products.

"Radon chamber" means an enclosure in which radon gas and decay products of known concentration can be controlled in a stable manner such that measurements can be made without significantly affecting the concentration.

"Radon decay products" means, for purposes of this Part, the radionuclides formed as a result of the decay of radon-222, specifically polonium-218, bismuth-214, lead-214, and polonium-214; or as a result of the decay of radon-220, specifically polonium-216, lead-212, bismuth-212, and polonium-212.

"Radon reciprocity state" means a state other than that of the Agency with radon certification [licensing] requirements and procedures no less stringent than those required by Part R and formally recognized by the Agency.

"Site" means a geographic entity comprising leased or owned land, buildings, and other structures where program activities are performed.

"Working level (WL)" , as used in this Part, means any combination of short-lived radon decay products that will result in the ultimate emission of 130,000 million electron volts of potential alpha particle energy per liter of air.

"Working level month" (WLM) , as used in this Part, means an exposure to one working level for 170 hours (2,000 working hours per year divided by 12 months per year is approximately equal to 170 hours per month).

Sec. R.3 - Exemptions.

- a. The Agency certification [licensing] requirements of Part R shall not apply to:
 - i. An individual who occupies a residence and tests that residence;
 - ii. An individual who owns and occupies a single-unit residence and mitigates that residence;
 - iii. A person not otherwise regulated under Part R who incorporates radon control options, in conformance with guidance designated by the Agency, prior to completion of initial construction (not upgrading, modifying, or remodeling), or prior to initial occupancy. Installing or modifying any radon control system component after initial occupancy shall be done by persons Agency-certified [licensed] pursuant to Part R;
 - iv. A laborer performing specific mitigation system installation tasks under the direct on-site supervision of an Agency-certified [licensed] radon mitigation specialist or Agency-certified [licensed] residential radon mitigator;
 - v. A trades professional such as an electrician or plumber installing a portion of the radon mitigation system specific to the professional's trade, as required by federal, state, or local codes.
 - vi. A person who sells or offers for sale at a retail outlet radon measurement devices, such as charcoal canisters, provided that:
 - (1) The radon measurement devices are manufactured or supplied by an Agency-certified [licensed] radon measurement business;
 - (2) The analysis, result, or interpretation of tests performed with the device are sent directly to the purchaser by the certified [licensed] radon measurement business;
 - (3) Consultation on radon is provided only by an Agency-certified [licensed] radon measurement business;
 - (4) The measurement devices are stored and displayed in a manner that maintains their integrity;
 - vii. A person testing for or mitigating radon and/or radon progeny:
 - (1) As part of radon training as approved by the Agency;

- (2) As part of scientific research as approved by the Agency; or
 - (3) Without remuneration as a public service as approved by the Agency;
- viii. Other exemption deemed appropriate under A.3 of these regulations.

Sec. R.4 - Radon Record Retention and Confidentiality.

- a. When the Agency does not have pre-existing policies or procedures for retention of records such as those collected pursuant to the reporting requirements of Part R, the Agency may determine a retention period for these records.
- b. When the Agency does not have pre-existing policies or procedures governing confidentiality for records such as those collected pursuant to the reporting requirements of Part R, the Agency may determine confidentiality policies or procedures. These policies and procedures may include confidentiality for information that identifies the address, owner or occupant of a private building which was tested or treated for the presence of radon or radon decay products.
- c. When the Agency does not have pre-existing policies or procedures governing special considerations for release of confidential information as necessary for investigations or enforcement actions, scientific studies, and/or statistical summaries, the Agency may determine policies or procedures for such special conditions which warrant the release of confidential information.

Agency Certification [Licensing], Application, Renewal and Termination

Sec. R.5 - Agency Certification [License].

- a. No person may conduct radon/radon decay product measurements, including the placement and retrieval of measurement devices, analyze [or distribute] radon/radon decay product measurement devices, or mitigate any building to reduce radon concentrations, for a fee or other remuneration, unless such person has been certified [licensed] by the Agency.
- b. These regulations do not exempt any person from other state or local occupational licensure or contractual requirements.
- c. Agency certifications [licenses] issued under Part R shall be valid for a period of 12 months [or specify other period, not to exceed 24 months] from the date of issuance.

Sec. R.6 - Requirements for a Radon Measurement Device Manufacturer. A manufacturer shall have each radon measurement device model approved by an accreditation or certification program acceptable to the Agency prior to offering said device for sale or use for radon or radon decay product measurement.

Sec. R.7 - Requirements for a Calibration Facility. A calibration facility shall:

- a. Meet the following criteria:
 - i. Use only standards with traceability to nationally or internationally recognized standards;
 - ii. Conduct inter-comparisons annually [periodically] in accordance with nationally or internationally recognized standards; and
 - iii. Expose devices to a known radon concentration in a controlled environment; and
 - iv. Meet the requirements of Sections R.8b. and R.8c; and
 - v. Meet such other criteria as the Agency determines; or
- b. Provide evidence of current [national or state] accreditation or certification listing accepted by the Agency with the corresponding identification number(s) provided to the applicant from an accreditation or certification program

Sec. R.8 - Requirements to Become a Certified [Licensed] Radon Measurement Laboratory.

- a. An Agency-certified [licensed] radon measurement laboratory shall maintain accreditation or certification [licensure] with each measurement method utilized by the laboratory from an accreditation or certification program accepted by the Agency.
- b. An Agency-certified [licensed] radon measurement laboratory shall adhere to a written quality assurance plan in order to assure the reliability and validity of the results from each type of radon measurement device analyzed by the laboratory. Such plan shall be approved by the Agency and contain each applicable element of the Agency approved guidance regarding quality.
- c. An Agency-certified [licensed] radon measurement laboratory shall designate and identify a quality assurance officer within the organization to supervise and/or carry out the monitoring, record keeping, statistical techniques and other functions required to maintain high quality data for each type of radon measurement device analyzed by the laboratory.

Sec. R.9 - Application Requirements to Become a Certified [Licensed] Radon Measurement Laboratory. Each applicant for initial Agency certification [license] under this section shall submit a completed, signed and dated application in a format and manner as prescribed by the Agency. The application, accompanied by the nonrefundable initial application and Agency certification [license] fee(s), shall include at minimum:

- a. The name, business location, address, telephone number, fax number, and email address of the

- applicant;
- b. The tax identification number [Employer Identification Number] of the business;
 - c. The name and address of each owner, officer, or other individual responsible for the business entity;
 - d. A list of each approved measurement device type for which analytical results will be provided;
 - e. For each device listed in 12.d., documentation which demonstrates proficiency through:
 - i. Current third-party accreditation or certification from a national proficiency testing program that the Agency has determined to be acceptable; or
 - ii. Meeting other criteria that the Agency determines to be equivalent.
 - f. For each approved measurement device, a copy of the instructions provided for its use;
 - g. A current, blank copy of each form used to report results to clients, including any guidance or recommendations provided based on the results;
 - h. A copy of current publications and advertisements of radon-related services made by the applicant.
 - i. A copy of the applicable Quality Assurance Plan covering each approved measurement device to be used by the applicant. Such plan shall be approved by the Agency and contain each applicable element of the Agency approved guidance regarding quality.
 - j. Disclosure of any current or past radon certification, license or other credential granted by any other agency, jurisdiction, or credentialing body.
 - k. Disclosure of any administrative order or action, denial, revocation, or suspension of license or certification by any other agency, jurisdiction or credentialing body relating to radon testing, analysis, or mitigation.

Sec. R.10 - Agency Certification [License] Renewal Requirements for a Measurement Laboratory.

- a. Each application for Agency certification [license] renewal under R.10 shall be received by the Agency not less than 60 days [30 days] prior to the Agency certification [license] expiration date.
- b. No radon analysis service for measurements conducted within the state shall be conducted by the laboratory after the Agency certification [license] expiration date unless a complete renewal application has been received by the Agency in a timely manner.
- c. The application shall be in a format and manner as prescribed by the Agency and shall include:

- i. The information required in R.9.:
 - (1) In the application, the applicant may reference information contained in prior applications, statements, or reports filed with the Agency provided such references are clear and specific.
 - (2) For an unchanged Quality Assurance Plan, submit a new signature page which has current signatures and a signed statement that the entire plan has been reviewed not more than 30 days prior to the renewal.
- ii. The nonrefundable Agency certification [license] renewal fee.
- iii. Any reports currently due as required by R.32.

Sec. R.11 - Agency Certification [License] Requirements for a Radon Measurement Business.

- a. An Agency-certified [licensed] radon measurement business shall at all times maintain on staff or retain as a consultant an Agency-certified [licensed] radon measurement specialist to serve as quality assurance officer. The Agency-certified [licensed] radon measurement specialist shall perform the following duties for the measurement business:
 - i. Review, approve and ensure the implementation of the quality assurance plan(s);
 - ii. Review, approve, and sign reports required by the Agency;
 - iii. Ensure compliance with state and federal regulations and at least annually conduct an on-site evaluation of standard operating procedures;
 - iv. Provide annual (refresher) training covering measurement procedures and worker health and safety for all technicians employed by the business;
 - v. Be present during scheduled Agency inspections when requested by the Agency; and
 - vi. Evaluate each worker's radon and/or radon decay product exposures [each calendar quarter] and provide an annual report of the evaluation to each employee.
- b. Each radon/radon decay product measurement in air, reported to clients, shall be performed with devices approved by an accreditation or certification program accepted by the Agency. Authorized radon measurement protocols shall be followed for all measurements reported to clients.
- c. Each radon in water measurement reported to clients shall be conducted in accordance with a standard method approved by the Agency. Additionally, all reports provided for radon in water measurements shall meet the same criteria as reports for radon in air measurements according to authorized radon measurement protocols as determined appropriate by the

Agency.

- d. An Agency-certified [licensed] radon measurement business shall adhere to a Quality Assurance Plan for each type of measurement equipment employed in order to assure the reliability and validity of radon measurements. Such plan shall be approved by the Agency and contain each applicable element of the Agency approved guidance regarding quality.
- e. An Agency-certified [licensed] radon measurement business shall develop and adhere to a radiological safety plan designed to keep each employee's exposure to radon and radon decay products as low as reasonably achievable.
- f. Each radon measurement device used by the business shall be analyzed by a currently accredited or certified laboratory or analytical service provider holding an accreditation or certification accepted by the Agency.
- g. An Agency-certified [licensed] radon measurement business shall have radon measurements, including the placement and retrieval of the measurement devices, performed by an Agency-certified [licensed] radon measurement technician or specialist.
- h. An Agency-certified [licensed] radon measurement business shall submit reports as required by R.32.
- i. An Agency-certified [licensed] radon measurement business shall maintain, at a minimum, the following records for 5 years:
 - i A copy of all reports submitted to the Agency;
 - ii A complete copy of all client reports for all measurements performed; and
 - iii Quality assurance reports and records for each measurement method used.
- j. An Agency certified [licensed] radon measurement business shall provide to an Agency certified [licensed] radon mitigation business, upon written request including evidence that the mitigator installed the system in question, the results of any post-mitigation test used to determine system effectiveness.]

Sec. R.12 - Application Requirements for a Radon Measurement Business. Each applicant for initial Agency certification [license] under this section shall submit a completed, signed and dated application in a form and manner as prescribed by the Agency. The application, accompanied by the nonrefundable initial application and Agency certification [license] fee(s), shall include at minimum:

- a. The name, business location, address, telephone number, fax number, and email address of the applicant;
- b. The tax identification number [Employer Identification Number] of the business;

- c. The name and address of each owner, officer, or other individual responsible for the business entity;
- d. The names and Agency certification [license] numbers of the Agency-certified [licensed] radon measurement specialists and Agency-certified [licensed] radon measurement technicians employed by or affiliated with the business as staff members or consultants to be utilized by the applicant;
- e. Identification of all radon and radon decay product measurement methods to be offered, including the type, manufacturer and model number of the measurement equipment;
- f. Designation of those measurement methods for which the business has analytical capabilities and evidence, acceptable to the Agency, of certification accepted by the Agency, with the corresponding identification number(s) for each of these methods;
- g. Designation of those measurement methods used without analytical capabilities;
- h. Identification of the name, address and certification or accreditation identification number of the analytical laboratory that will analyze each method designated in R.12a.v.;
- i. A copy of the applicable Quality Assurance Plan covering each measurement method to be used by the applicant.
- j. A copy of a radiological safety plan;
- k. A current, blank copy of each form used to report results to clients, including any guidance provided concerning the need for further measurement or mitigation;
- l. A copy of current publications and advertisements of radon-related services made by the applicant.
- m. Disclosure of any current or past radon certification, license or other credential granted by any other agency, jurisdiction, or credentialing body.
- n. Disclosure of any administrative order or action, denial, revocation, or suspension of license or certification by any other agency, jurisdiction or credentialing body relating to radon testing, analysis, or mitigation.

Sec. R.13 - Agency Certification [License] Renewal Requirements for a Radon Measurement Business.

- a. Each Application for Agency certification [license] renewal under R.13 shall be received by the Agency not less than 60 days [30 days] prior to the Agency certification [license] expiration date.

- b. No radon measurement service shall be conducted by the business after the certification expiration date unless a complete renewal application has been received by the Agency in a timely manner.
- c. The application shall be in a format and manner as prescribed by the Agency and shall include:
 - i. The information required in R.12.:
 - (1) In the application, the applicant may reference information contained in prior applications, statements or reports filed with the Agency provided such references are clear and specific; and
 - (2) For an unchanged Quality Assurance Plan, submit a new signature page which has current signatures and a signed statement that the entire plan has been reviewed not more than 30 days prior to the renewal;
 - ii. The nonrefundable Agency certification [license] renewal fee;
 - iii. Any reports currently due as required by R.32.

Sec. R.14 - Agency Certification [License] Requirements for a Radon Mitigation Business.

- a. An Agency-certified [licensed] radon mitigation business shall at all times maintain on staff, or retain as a consultant, an Agency-certified [licensed] radon mitigation specialist. For mitigation businesses that provide services solely for one- and two-family low-rise residential structures, an Agency-certified [licensed] residential radon mitigator may be substituted. An Agency-certified [licensed] radon mitigation specialist, or Agency-certified [licensed] residential radon mitigator, as appropriate, shall perform the following duties for the mitigation business:
 - i. Evaluate diagnostic tests to determine appropriate radon mitigation strategies for the appropriate type of building or structure;
 - ii. Design and supervise the installation of mitigation systems, and review work done by trades professionals on the system to ensure agreement with mitigation system needs and requirements;
 - iii. Review, approve, and sign monthly [quarterly] reports to the Agency;
 - iv. Provide annual (refresher) training covering mitigation procedures and worker health and safety for all technicians employed by the business;
 - v. Be present during scheduled Agency inspections when requested by the Agency; and
 - vi. Evaluate each worker's radon and/or radon decay product exposure [each calendar quarter] and provide an annual report of the evaluation to each employee.

- b. An Agency-certified [licensed] radon mitigation business shall develop and adhere to a radiological safety plan designed to keep each employee's exposure to radon and radon decay products as low as reasonably achievable.
- c. An Agency-certified [licensed] radon mitigation business shall assure that all radon mitigation system installations are performed under the supervision of an Agency-certified [licensed] radon mitigation specialist or Agency-certified [licensed] residential radon mitigator.
- d. An Agency-certified [licensed] radon mitigation business shall submit reports as required by R.32.
- e. A Certified [Licensed] radon mitigation business shall include in contracts with all mitigation system clients, language that states the necessity for post mitigation testing. See model language in Appendix C.
- f. Upon completion of the radon mitigation project, an Agency-certified [licensed] radon mitigation business shall provide the client, and affix to the mitigation system, a written information package that includes:
 - i. Copies of signed and dated contracts, guarantees and warranties;
 - ii. A description of the mitigation system installed, date of installation, and its basic operating principles;
 - iii. A description of the proper operating procedures of any mechanical or electrical systems installed, including manufacturers' operation and maintenance instructions;
 - iv. Copy of any Agency-approved deviation from mitigation standards and documentation supporting the deviation;
 - v. A list of appropriate actions for clients to take if the system failure warning device indicates a system degradation or failure;
 - vi. The name, Agency certification [license] number, address, and phone number of the Agency-certified [licensed] mitigation business and certified [licensed] individual performing the mitigation; and
 - vii. The following written notice: "This system documentation is provided to you by [name of organization or individual], [who or which] is currently certified [licensed] by the [insert name of Agency] to perform radon mitigation services. Any question, comment, or complaint regarding the persons performing these measurements or mitigation services may be directed to the [insert name of Agency] at [Agency address, phone number, fax number, and email address]."
- g. An Agency-certified [licensed] mitigation business shall install radon mitigation systems in

compliance with a mitigation standard accepted by the Agency. Prior to the start of the post-mitigation radon measurement, all systems shall be inspected by the mitigation specialist or residential radon mitigator to assure compliance.

- h. An Agency-certified [licensed] radon mitigation business shall ensure that each building is measured for radon levels after mitigation work is performed.
 - i. The mitigation system shall be operated normally during the entire measurement period.
 - ii. Post-mitigation measurements shall be started no sooner than 24 hours nor later than 30 days following completion of the mitigation system.
 - iii. Measurements shall be of sufficient type, duration and consistency to allow for comparison of before and after mitigation radon levels;
 - iv. Measurements shall be performed with devices that meet the requirements of an accreditation or certification program accepted by the Agency; and
 - v. Measurements shall be performed by an Agency-certified [licensed] measurement business independent of the Agency-certified [licensed] mitigation business; or
 - vi. Measurements shall be performed by the homeowner, occupant or other person responsible for the building, using an approved test device:
 - (1) Provided by the Agency-certified [licensed] mitigation business but analyzed by an independent measurement business; or
 - (2) Obtained independently by the homeowner, occupant, or other person responsible for the building;
 - (3) In either case, the Agency-certified [licensed] mitigation business shall instruct that person, in writing, that a radon measurement should be performed using an approved radon test device to verify proper function of the mitigation system.
 - vii. The mitigation system will be considered successful when the post mitigation test results are below 4 pCi/l, or a lower concentration agreed upon between the mitigator and their client.
- i. An Agency-certified [licensed] radon mitigation business shall maintain at a minimum, the following records for 5 years or for the period of any warranty or guarantee, whichever is longer:
 - i. Records of all mitigation work performed, including:

- (1) Client name, mailing address;
 - (2) Street address of property mitigated;
 - (3) Pre- and post-mitigation measurement methods and results and all pertinent dates;
 - (4) Building investigation and diagnostic test data;
 - (5) A description of each mitigation system and materials installed;
 - (6) Copies of signed and dated contracts and warranties;
 - (7) Copy of any Agency-approved deviation from mitigation standards and documentation supporting the deviation;
- ii. Records of mitigation plans developed and signed by an Agency-certified [licensed] radon mitigation specialist or Agency-certified [licensed] residential radon mitigator. Such records must include observations, calculations, and methodology for justification of the use of alternate pipe sizes or materials.

Sec. R.15 - Application Requirements for a Radon Mitigation Business.

Each applicant for initial Agency certification [license] under this section shall submit a completed, signed and dated application in a format and manner as prescribed by the Agency. The application, accompanied by the nonrefundable initial application and Agency certification [license] fee(s), shall include at minimum:

- a. The name, business location, address, telephone number, fax number, and email address of the applicant;
- b. The tax identification number [Employer Identification Number] of the business;
- c. The name and address of each owner, officer, or other individual responsible for the business entity;
- d. A description of all mitigation systems offered and types of diagnostic evaluations performed.
- e. The names and Agency certification [license] numbers of the Agency-certified [licensed] radon mitigation specialists and the Agency-certified [licensed] radon mitigation technicians employed by or affiliated with the business as staff members or consultants to be utilized by the business;
- f. The names and Agency certification [license] numbers of the independent Agency-certified [licensed] radon measurement businesses to be utilized by the Agency-certified [licensed] radon mitigation business to perform radon and/or radon decay product testing following the

radon mitigation.

- g. A copy of the standard information package which is provided to the client.
- h. A copy of the radiological safety plan.
- i. Disclosure of any current or past radon certification, license or other credential granted by any other agency, jurisdiction, or credentialing body.
- viii. Disclosure of any administrative order or action, denial, revocation, or suspension of license or certification by any other agency, jurisdiction or credentialing body relating to radon testing, analysis, or mitigation.

Sec. R.16 - Agency Certification [License] Renewal Requirements for a Radon Mitigation Business.

- a. Each Application for Agency certification [license] renewal under this section shall be received by the Agency not less than 60 days [30 days] prior to the Agency certification [license] expiration date.
- b. No radon mitigation service shall be conducted by the business after the Agency certification [license] expiration date unless a complete renewal application has been received by the Agency in a timely manner.
- c. The application shall be in a format and manner as prescribed by the Agency and shall include:
 - i. The information required in R.15a. ;
 - (1) In the application, the applicant may reference information contained in prior applications, statements or reports filed with the Agency provided such references are clear and specific;
 - ii. The nonrefundable Agency certification [license] renewal fee;
 - iii. Any reports currently due as required by Part R.32.

Sec. R.17 - Agency Certification [Licensing] Requirements for a Radon Measurement Specialist.

- a. Every applicant for Agency certification [license] as a radon measurement specialist shall:
 - i. Have a high school diploma or equivalent; and
 - ii.
 - (1) Meet Agency approved or accepted training requirements and pass an Agency approved or accepted examination; or
 - (2) Hold a current third-party radon measurement specialist or comparable certification accepted by the Agency and successfully complete an Agency approved course on state radon statutes and Agency rules and regulations.

- b. When performing radon measurement activities for which Agency certification [license] is required, an Agency-certified [licensed] radon measurement specialist shall own, be employed by or be retained as a consultant to an Agency-certified [licensed] radon measurement business.

Sec. R.18 - Application Requirements for a Radon Measurement Specialist. Each applicant for initial Agency certification [license] under this section shall submit a completed, signed and dated application, in a format and manner as prescribed by the Agency and shall include:

- a. The nonrefundable application and certification fee required by the Agency;
- b. The name, address, telephone number, fax number, and email address of the applicant;
- c. Written evidence, acceptable to the Agency, of meeting the certification requirements specified in Sec. R.17;
- d. A list of all the certified radon measurement businesses for which the applicant will be an Agency-certified [licensed] measurement specialist.
- e. A passport-quality electronic photograph [only if the Agency will issue wallet cards with photographs].
- f. Disclosure of any current or past radon certification, license or other credential granted by any other agency, jurisdiction, or credentialing body.
- g. Disclosure of any administrative order or action, denial, revocation, or suspension of license or certification by any other agency, jurisdiction or credentialing body relating to radon testing, analysis, or mitigation.

Sec. R.19 - Agency Certification [License] Renewal Requirements for a Radon Measurement Specialist.

- a. Each Application for Agency certification [license] renewal under this section shall be received by the Agency not less than 60 days [30 days] prior to the Agency certification [license] expiration date.
- b. No radon measurement service shall be conducted by the business after the Agency certification [license] expiration date unless a complete renewal application has been received by the Agency in a timely manner.
- c. The application shall be in a format and manner as prescribed by the Agency;
- d. The application shall include the information required in R.18;
 - i. The applicant may reference information contained in prior applications, statements, or reports filed with the Agency provided such references are clear and specific;

- e. The application shall also include evidence of continuing education as required by, and acceptable to the Agency.
- f. The applicant shall include the nonrefundable Agency certification [license] renewal fee.

Sec. R.20 - Agency Certification [Licensing] Requirements for a Radon Mitigation Specialist.

- a. Every applicant for Agency certification [license] as a radon mitigation specialist shall:
 - i. Have a high school diploma or equivalent; and
 - ii. (1) Meet Agency approved or accepted training requirements and pass an Agency approved or accepted examination or;
(2) Hold a current third-party radon mitigation specialist or comparable certification accepted by the Agency and successfully complete an Agency approved course on state radon statutes and Agency rules and regulations.
- b. When performing radon mitigation activities for which Agency certification [license] is required, an Agency-certified [licensed] radon mitigation specialist shall own, be employed by or be retained as a consultant to an Agency-certified [licensed] radon mitigation business.

Sec. R.21 - Application Requirements for a Radon Mitigation Specialist. Each applicant for initial Agency certification [license] under this section, shall submit a completed, signed and dated application, in a format and manner as prescribed by the Agency and shall include:

- a. The nonrefundable application and Agency certification [license] fee required by the Agency;
- b. The name, address, telephone number, fax number, and email address of the applicant;
- c. Written evidence, acceptable to the Agency, of meeting the certification requirements specified in Sec. R.20;
- d. A list of all the certified radon mitigation businesses for which the applicant will be an Agency-certified [licensed] mitigation specialist.
- e. A passport-quality electronic photograph [only if the agency will issue wallet cards with photographs].
- f. Disclosure of any current or past radon certification, license or other credential granted by any other agency, jurisdiction, or credentialing body.
- g. Disclosure of any administrative order or action, denial, revocation, or suspension of license or certification by any other agency, jurisdiction or credentialing body relating to radon testing, analysis, or mitigation.

Sec. R.22 - Agency Certification [License] Renewal Requirements for a Radon Mitigation Specialist.

- a. Each Application for Agency certification [license] renewal under this section shall be received by the Agency not less than 60 days [30 days] prior to the Agency certification [license] expiration date.
- b. No radon mitigation service shall be conducted by the specialist after the Agency certification [license] expiration date unless a complete renewal application has been received by the Agency in a timely manner.
- c. The application shall be in a format and manner as prescribed by the Agency and shall include:
 - i. The information required in R.21;
 - ii. evidence, acceptable to the Agency, of continuing education as required by the Agency;
 - iii. In the application, the applicant may reference information contained in prior applications, statements or reports filed with the Agency provided such references are clear and specific; and
 - iv. The nonrefundable Agency certification [license] renewal fee.

Sec. R.23 - Radon Measurement Technician Duties and Services.

- a. The duties and services of a radon measurement technician shall be limited to:
 - i. Placement and retrieval of non-analytical radon measurement devices;
 - ii. Use of an accredited or certified laboratory acceptable to the Agency to analyze approved measurement devices;
 - iii. Adherence to the authorized measurement protocol for the type of measurement performed;
 - iv. Compliance with applicable quality control and quality assurance procedures;
- b. No radon measurement technician shall provide consultation to clients on radon entry, diagnostics or mitigation system components or installations.

Sec. R.24 - Agency Certification [Licensing] Requirements for a Radon Measurement Technician.

- a. Every applicant for Agency certification [licensing] as a radon measurement technician shall:
 - i. Meet Agency-approved or accepted training requirements and pass an Agency-approved or accepted examination; or
 - ii. Hold a current third-party radon mitigation specialist or comparable certification

accepted by the Agency and successfully complete an Agency-approved course on state radon statutes and Agency rules and regulations.

- b. Prior to performing radon measurement activities for which Agency certification [license] is required, an Agency-certified radon measurement technician shall own, be employed by or be retained as a consultant to an Agency-certified radon measurement business.

Sec R.25 - Application Requirements for a Radon Measurement Technician. Each applicant for initial Agency certification [licensing] under this section shall submit a completed, signed and dated application in a format and manner as prescribed by the Agency and shall include:

- a. The nonrefundable application and Agency certification [license] fee required by the Agency.
- b. The name, address, telephone number, fax number, and email address of the applicant;
- c. Written evidence, acceptable to the Agency, of meeting the certification requirements specified in Sec. R.24;
- d. A list of all the Agency-certified [licensed] radon measurement businesses for which the applicant will be a Agency-certified [licensed] measurement technician; and
- e. A passport-quality electronic photograph [only if the Agency will issue wallet cards with photographs].
- a. Disclosure of any current or past radon certification, license or other credential granted by any other agency, jurisdiction, or credentialing body.
- g. Disclosure of any administrative order or action, denial, revocation, or suspension of license or certification by any other agency, jurisdiction or credentialing body relating to radon testing, analysis, or mitigation.

Sec. R.26 - Agency Certification [License] Renewal Requirements for a Radon Measurement Technician.

- a. Each Application for Agency certification [license] renewal under this section shall be received by the Agency not less than 60 days [30 days] prior to the Agency certification [license] expiration date.
- b. No radon measurement service shall be conducted by the technician after the Agency certification [license] expiration date unless a complete renewal application has been received by the Agency in a timely manner.
- c. The application shall be in a format and manner as prescribed by the Agency and shall include:
 - i. The information required in R.24;

- ii. Evidence, acceptable to the Agency, of continuing education as required by the Agency;
- iii. In the application, the applicant may reference information contained in prior applications, statements or reports filed with the Agency provided such references are clear and specific; and
- iv. The nonrefundable Agency certification [license] renewal fee.

Sec. R.27 - Agency Certification [Licensing] Requirements for a Residential Radon Mitigator.

- a. Every applicant for Agency certification [license] as a residential radon mitigator shall:
 - i. Meet Agency approved or accepted training requirements and pass an Agency approved or accepted examination; or
 - ii. Hold a current third-party residential radon mitigator or comparable certification accepted by the Agency and successfully complete an Agency approved course on state radon statutes and Agency rules and regulations.
- b. Prior to performing radon mitigation activities for which Agency certification [license] is required, an Agency-certified [licensed] residential radon mitigator shall own, be employed by or be retained as a consultant to an Agency-certified [licensed] radon mitigation business.

Sec. R.28 - Application Requirements for a Residential Radon Mitigator. Each applicant for initial Agency certification [license] under this section, shall submit a completed, signed and dated application, in a format and manner as prescribed by the Agency and shall include:

- a. The nonrefundable application and Agency certification [license] fee required by the Agency;
- b. The name, address, telephone number, fax number, and email address of the applicant;
- c. Written evidence, acceptable to the Agency, of meeting the certification requirements specified in Sec. R.27;
- d. A list of all the Agency-certified [licensed] radon mitigation businesses for which the applicant will be an Agency-certified [licensed] residential radon mitigator.
- e. Disclosure of any current or past radon certification, license or other credential granted by any other agency, jurisdiction, or credentialing body.
- f. Disclosure of any administrative order or action, denial, revocation, or suspension of license or certification by any other agency, jurisdiction or credentialing body relating to radon testing, analysis, or mitigation.

Sec. R.29 - Agency Certification [License] Renewal Requirements for a Residential Radon Mitigator.

- a. Each Application for Agency certification [license] renewal under this section shall be received by the Agency not less than 60 days [30 days] prior to the Agency certification [license] expiration date.
- b. No radon mitigation service shall be conducted by the mitigator after the Agency certification [license] expiration date unless a complete renewal application has been received by the Agency in a timely manner.
- c. The application shall be in a format and manner as prescribed by the Agency and shall include:
 - i. The information required in R.28;
 - ii. Evidence, acceptable to the Agency, of continuing education as required by the Agency;
 - iii. In the application, the applicant may reference information contained in prior applications, statements or reports filed with the Agency provided such references are clear and specific; and
 - iv. The nonrefundable Agency certification [license] renewal fee.

Sec. R.30 - Change in Agency Certification [Licensing] Status. Any person or business entity that is Agency-certified [licensed] under these regulations must notify the Agency within five working days after a change occurs that alters an applicant's ability to meet the prerequisites for certification [licensure], or after a change occurs that affects the Agency's ability to contact the person or business entity (such as address change). Notification shall be in writing and on business entity letterhead.

Sec. R.31 - Termination of Agency Certification [Licensing].

- a. A radon measurement laboratory, radon measurement business, or radon mitigation business may terminate its Agency certification [license] by providing written notification, by certified mail, stating the effective date of termination; and returning with this mailing all Agency certifications [licenses] for radon services. No radon service may be provided after the specified termination date.
- b. A radon measurement laboratory, radon measurement business or radon mitigation business seeking termination of Agency certification [license] under R.31 shall submit all reports required by R.32 with the notification of termination, or at the next scheduled reporting date, whichever is appropriate. Failure to submit required reports shall result in applicable penalties.
- c. A radon measurement specialist, radon measurement technician, radon mitigation specialist, or residential radon mitigator may terminate their Agency certification [license] by providing written notification stating the effective date of termination; and returning with this mailing all Agency certifications [licenses] for radon services. No radon service may be provided after the specified termination date.

Sec. R.32 - Reporting Requirements.

- a. An Agency-certified [licensed] radon measurement business shall submit to the Agency by the twentieth day of each month [calendar quarter] the results of all radon and radon decay product measurements performed during the previous month [calendar quarter].^{**/} Data shall be submitted in the format and the media required by the Agency. For each test conducted, this data shall include, but not necessarily be limited to:
- i. The street address, municipality, county and zip code of location where testing was performed [and name and contact information of the client];
 - ii. The type of equipment used for radon and/or radon decay product measurements;
 - iii. The level or floor of the building where tests were conducted;
 - iv. The serial number of the radon measurement device;
 - (1) Radon results shall be reported in picocuries/liter (pCi/l), to no more than one decimal place;
 - (2) Radon decay product results shall be reported in working levels (WL), to no more than 3 decimal places.
 - v. The period of measurement, including starting date and time and completion date and time;
 - vi. The purpose of the test and the protocol used, for example, initial short term, short term or long term follow up, real estate or non-real estate, pre-mitigation, post-mitigation;
 - vii. The name and accreditation or certification identification number of the radon laboratory accepted by the Agency which performed analysis of the radon measurement devices;
 - viii. The type of building that the radon measurement was performed in: residential, non-residential, child care center or school; and
 - ix. Name and Agency certification [license] number of the individual performing the radon measurement.
 - x. Name and Agency certification [license] number of the radon measurement business responsible for the measurement.
 - xi. Name and Agency certification [license] number of the individual preparing the report.

^{**/} For example, the results from March [calendar quarter one] testing is to be submitted by April 20.

- b. The Agency-certified [licensed] radon measurement business shall provide a written report, prepared and reviewed by the measurement specialist, directly to the client (and the owner if different from the client) which shall include the following statements:
- i. The street address, municipality, county and zip code of location where testing was performed [and name and contact information of the client];
 - ii. The level or floor of the building where the radon measurement was conducted;
 - iii. The serial number of the radon measurement device;
 - iv. Radon results shall be reported in picocuries/liter (pCi/l), to no more than one decimal place;
 - v. Radon decay product results shall be reported in working levels (WL), to no more than 3 decimal places;
 - vi. The date, start and completion times and dates of the measurement;
 - vii. The purpose of the test and the protocol used, for example, initial short term, short term or long term follow up, real estate or non-real estate, pre-mitigation, post-mitigation;
 - viii. The name and accreditation or certification [license] identification number of the radon laboratory accepted by the Agency which performed analysis of the radon measurement devices; and
 - ix. Name and Agency certification [license] number of the individual performing the radon measurement.
 - x. Name and Agency certification [license] number of the radon measurement business responsible for the measurement.
 - xi. Name and Agency certification [license] number of the individual preparing the report.
- c. The following statements shall be provided on the report to the client:
- "(Measurement business name) is certified [licensed] by the Agency to perform certain radon services. Any question or complaint regarding the persons performing these services may be directed to the (Agency, address, phone number, fax number, and email address)."
- d. An Agency-certified radon mitigation business shall submit to the Agency by the twentieth day of each month [calendar quarter] a report of each mitigation system completed during the

previous month [calendar quarter].^{***/} Data shall be submitted in the format and the media required by the Agency. For each system, this data shall include, but not necessarily be limited to:

- i. The street address, municipality, county and zip code of location where mitigation was installed [and name and contact information of the client];
- ii. The type of mitigation system(s) installed; (Agency determines types of mitigation systems for reporting requirements);
- iii. The type of building that the system was installed in: residential, non-residential, child care center or school; and
- iv. The name of the certified [licensed] radon measurement business and individual performing the pre-mitigation and post-mitigation radon and radon progeny measurements, and the measurement results.
- v. Name and Agency certification [license] number of the individual performing the radon mitigation.
- vi. Name and Agency certification [license] number of the radon mitigation business responsible for the mitigation.
- vii. Name and Agency certification [license] number of the individual preparing the report.

Sec. R.33 - Inspections.

- a. The Agency and/or its designated representatives may conduct inspections to determine compliance with these regulations;
 - i. At any building, facility, site or any portion thereof, owned or operated by any person subject to these regulations, at any time;
 - ii. During work at any work location.
- b. Certified businesses or applicants, and any employees or representatives thereof, shall allow and shall not hinder or delay the Agency and/or its designated representatives while performing any inspection, or while accompanying the certified [licensed] person, who is performing any measurement or mitigation work-at a site. [The certified person, shall, upon request, make available to the Agency any and all records relating to activities subject to these regulations and any and all equipment used to perform an activity subject to these regulations.]

^{***/} For example, the results from May mitigation [first quarter] are to be submitted by June 20 [one month after quarter ends].

- c. Upon request, an Agency-certified [licensed] business shall make known to the Agency the identity and contact information of the owners and occupants with the addresses of properties or buildings where radon measurement or mitigation activities are scheduled, in progress, or completed, for the purpose of possible inspection by the Agency.

Sec. R.34 - Agency Denial of Application for Agency Certification [License].

- a. Any application for Agency certification [license] may be denied:
 - i. For any material false statement in the application or any statement of fact required under the provisions of these regulations; or
 - ii. Because of conditions revealed by such application or statement of fact or any report, record, or inspection or other means which would warrant the Agency to refuse to grant an Agency certification [license] on an application.
- b. Any application for renewal of Agency certification [license] may be denied or refused for failure to comply with any requirement of Part R, in particular, for actions that would otherwise result in suspension or revocation under R.35.

Sec. R.35 - Agency Suspension or Revocation of an Agency Certification [License].

- a. Any Agency certification [license] may be revoked or suspended:
 - i. For any material false statement in the application or any statement of fact required under the provisions of these regulations; or
 - ii. Because of conditions revealed by such application or statement of fact or any report, record, or inspection or other means which would warrant the Agency to refuse to grant an Agency certification [license] on an application.
- b. Any Agency certification [license] may be revoked or suspended for violation of, or failure to comply with these regulations, or of any rule, regulation, or order of the Agency, or for the following:
 - i. To remove a threat to the public health and safety or the environment;
 - ii. To stop mitigation activities when:
 - (1) Further work could preclude or significantly hinder the identification or correction of an improperly constructed mitigation related system or component; or

- (2) The certified [licensed] entity's quality assurance program implementation is not adequate to provide confidence that testing and or analysis activities are being properly carried out;
- iii. When the certified [licensed] entity has not responded adequately to other enforcement action;
- iv. When the certified [licensed] entity interferes with the conduct of an inspection or investigation;
- v. After sufficient documentation of misconduct has been obtained by the Agency;
- vi. When a certified [licensed] entity is unable or unwilling to comply with the requirements set forth in these regulations, to include:
 - (1) Misrepresentation or false advertising;
 - (2) False reporting;
 - (3) Failure to report as required by these regulations;
 - (4) No longer meeting requirements of certification [licensing];
 - (5) Other good cause as may be deemed reasonable by the Agency; or
 - (6) Misleading advertising;
- vii. When a certified [licensed] entity fails to correct a violation;
- viii. When a certified [licensed] entity does not respond to a notice of violation where a response was required within a specified time frame ;
- ix. When a certified [licensed] entity fails to pay a penalty; or
- x. For any reason not mentioned above for which certification [license] revocation is legally authorized.

Sec. R.36 - Requirements for Radon Control Service Providers in New Construction. Any person subject to these regulations, when contracted or consulting regarding radon control in new construction and or substantial renovation or addition to an existing building, shall assure conformance with guidance designated by the Agency.

Sec. R.37 - Requirements for Radon Measurement Service Providers in Real Estate Transactions. Any person subject to these regulations, when performing radon measurements for real estate transactions, shall assure conformance with Authorized radon measurement protocols as defined in R.2 and other guidance designated by the Agency.

Sec. R.38 - Minimum Performance Standards.

- a. General Performance Standards. All radon service providers shall conform to minimum performance standards for radon measurement, mitigation or other radon work as determined by the Agency and shall comply with applicable federal, state, and local statutes, ordinances, and rules. Additionally, anyone certified [licensed] to perform radon related work in [insert name of state] shall abide by acceptable general performance standards.
- b. Radon Measurement. Any person subject to these regulations, when performing radon measurements for other than real estate transactions, shall assure conformance with authorized radon measurement protocols as defined in R.2 and other guidance designated by the Agency.
- c. Radon Mitigation. Any person subject to these regulations, when performing radon mitigation, shall assure conformance with standards or guidelines accepted by the Agency.

Sec. R.39 - Enforcement Actions and Administrative Procedures. Any person found to be in violation of the provisions of Part R shall be subject to enforcement action and/or prosecution according to Agency administrative procedure [as described in Appendix B].

Part R
Appendix A

Reserved for Elements of a Quality Assurance and Quality Control Program

Part R
[Appendix B]

[Example Enforcement Procedures]

[I. Enforcement Conferences.

- a. Whenever the Agency has learned of the existence of a potential violation for which an enforcement action may be warranted, the Agency will conduct an enforcement conference with the certified [licensed] entity prior to taking enforcement action, unless the Agency determines that the severity of the potential violation warrants escalating enforcement action. The purpose of the enforcement conference is to:
 - i. Discuss the violations or nonconformance, their significance and causes, and the registrant's corrective actions.
 - ii. Determine whether there are any aggravating or mitigating circumstances, and
 - iii. Obtain other information which will help determine the appropriate enforcement action.
- b. During the enforcement conference, the certified [licensed] entity will be given an opportunity to explain to the Agency what corrective actions were taken or will be taken following discovery of the potential violation or nonconformance.
- c. When needed to protect the public health and safety, escalated enforcement action, such as the issuance of an order suspending or revoking a registration, will be taken prior to the enforcement conference. In such cases, an enforcement conference may be held after the escalated enforcement action is taken.
- d. Following the enforcement conference, the Agency shall issue a notice of violation or a letter indicating the potential violation has been resolved.

[II. Notice of Violation.

- a. Before instituting any proceeding to suspend or revoke a certification [license] or to take other action for alleged violation of any provision of these regulations, the Agency will serve on the certified [licensed] entity a written notice of violation. The notice of violation will concisely state the alleged violation and will require that the certified [licensed] entity or any other person submit, within (insert number) working days of the date of the notice or other specified time, a written (facsimile accepted) explanation or statement in reply including:
 - i. Corrective steps which have been taken by the certified [licensed] entity or other person and the results achieved;

- ii. Corrective steps which will be taken; and
 - iii. The date when full compliance will be achieved.
- b. When the Agency finds that the public health, safety, or interest so requires, or that the violation is willful, the notice of violation may be omitted. If a notice of violation is served and the Agency determines the response is unsatisfactory, or no response is made within the required time frame, the Agency may escalate its enforcement action.
- III. Administrative Hearing. If the Agency decides to refuse to renew a certification [license], or denies an application for certification [license], the aggrieved person may request an Administrative Hearing pursuant to (State) administrative procedures. The Agency shall notify the certified [licensed] entity or applicant of its intention and shall notify the certified [licensed] entity or applicant of the procedures for requesting such a hearing. The request must be made within (insert number) days of the Agency's notification letter.
- IV. Denial Of Administrative Hearing. The Agency may suspend, revoke, or refuse to review a certification [license] without affording opportunities for hearing pursuant to the previous sections when the health or physical safety of a person is in immediate jeopardy at the time of the Agency's action, and affording such hearings would fail to respond adequately to a known risk. Suspensions, revocations or refusals to review certifications [licenses] pursuant to this section may not continue for more than (insert number) days.
- V. Public Disclosure Of Enforcement Actions. In accordance with the [insert state name] administrative procedures, all enforcement actions and certified [licensed] entity responses are publicly available for inspection. In addition, press releases may be issued for civil penalties and orders.
- VI. Appeals Procedure. Any person aggrieved by a final Agency decision may seek review pursuant to [insert state name] administrative procedures.]

**Part R
Appendix C**

Model Mitigation Contract Language Regarding Required Post-Mitigation Testing

Each contract for mitigation services shall include the following language on a form for signature by the client. This language shall be in writing and clearly and conspicuously state:

[“Upon completion of radon mitigation work, a test of mitigation system effectiveness shall be conducted using an approved measurement device and in accordance with Agency approved protocols. This test should be conducted no sooner than 24 hours nor later than 30 days following completion and activation of the mitigation system(s). The mitigator shall ensure that this test take place. This test is to be conducted by a certified [licensed] radon measurement business that is hired by the mitigator. [The test can also be conducted by a certified [licensed] radon measurement business hired by the property owner.] A copy of the post mitigation test report is to be provided to the mitigator. Refusal by the owner or owner’s agent to allow the post-mitigation testing to be performed, or to provide the post-mitigation test report to the mitigator, is a breach of contract on the part of the owner.”]

“I have read and agree to the above stated terms.”

“ _____
Signature of Client or Agent

_____”
Date