



# LANDLORD INSTRUCTIONS ABATING LEAD PAINT HAZARDS

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New York City Department of Health & Mental Hygiene (DOHMH)  
Lead Poisoning Prevention Program (LPPP)

You have been served with a New York City Department of Health and Mental Hygiene (DOHMH) Commissioner’s Order to Abate Nuisance. You are ordered to correct lead paint violations in a dwelling, which you own or manage, within **5 days** of receipt of the Order. The Lead Poisoning Prevention Program identified these violations during an inspection.

## LANDLORDS MUST:

### Hire an EPA-Certified Lead Abatement Firm (contractor) to correct lead paint violations.

- Abatement firm, supervisor and workers must be certified by US Environmental Protection Agency (EPA).
- Refer to: Handout [2](#) “ Landlord Instructions, Hiring EPA-Certified Lead Abatement Firms and Lead Inspectors”.

### File a Notification of Commencement of Lead Abatement (pink form).

- Fill out notification form completely and sign.
- Fax or hand-deliver to the Lead Poisoning Prevention Program (LPPP) 1-3 days before work begins.  
**The Lead Poisoning Prevention Program is located at 253 Broadway, 11<sup>th</sup> floor, New York, NY 10007. The fax numbers are (212) 676-6188 or (212) 676-6144.**
- Re-file notification if you change contractor, start date, or work methods.
- You must also file a notification with the Environmental Protection Agency (EPA). Please call EPA Region 2 at (732) 321-6671 for more information.

### Use Safety Standards in the New York City Health Code §173.14. The Health Code Safety Standards describe all procedures, including, but not limited to:

- Posting warning signs
- Cleaning and removing furniture or cleaning and covering with plastic sheeting.
- Covering floors, windows, and air vents with 2 layers of plastic sheeting.
- Sealing work area with plastic sheeting and covering the door with 2 layers of plastic sheeting.
- Adjusting all painted doors and windows so that painted surfaces do not bind.
- Fully preparing work area before starting abatement work.
- Using only approved lead abatement methods.
- Preventing workers from tracking paint dust and debris from work area.
- Doing daily and final cleaning using wet methods and HEPA vacuuming.
- **For full details refer to New York City Health Code §173.14.**
- Also refer to Handout [4](#) “Methods for Abating Lead Paint Hazards” for more information.

### Hire an EPA-Certified Lead Inspector to take clearance dust wipes when the work is completed.

- EPA-Certified Inspector or Risk Assessor, independent of the abatement contractor, must take dust samples.
- Results must be faxed or hand delivered to LPPP within 5 days after work is finished.

- **Call 212-676-6379 for more information** about complying with the Commissioner’s Order or if you wish to contest the violations. To contest the Order, you must contact the Lead Poisoning Prevention Program within 3 days of receipt of the Order.
- **Failure to comply fully with Commissioner’s Order to Abate** can result in fines of up to \$2,000 per violation.
- **A tenant CANNOT be evicted for lead paint violations.**
- **Federal law requires that landlords notify** tenants and prospective buyers about any known lead paint or lead paint hazards in the apartment or house.
- **For information on J-51 tax abatement or tax exemption** call the Department of Housing Preservation and Development (HPD) at 311.