In-Place Management (IPM) - is required by law when lead-based substances remain in the unit or building, following lead hazard reduction activities. IPM consists of steps to ensure lead based substances do not become lead exposure hazards. To comply with He-P 1608.16, the Owner shall:

- Conduct a visual inspection at least 2 times a year (every 6 months)
- Conduct a visual inspection and clean the apartment at tenant turnover
- Conduct a visual inspection at request of tenant
- Document and keep records of all inspections for five years
- Ensure tenants notify owner of any damaged or deteriorated surfaces
- Respond to damaged or deteriorated paint within 10 days
- Wet wash all horizontal surfaces in common areas that are accessible to Children at least two times a year

What am I looking for during an in-place management inspection?

Regular wear and tear can damage the lead hazard reduction methods used. When conducting an IPM inspection you will need to become familiar with the risk assessment report.

- Make sure lead-based substances are intact and not damaged, flaking or peeling.
- Look for any conditions that could cause the paint to become damaged, such as water leaks.
- Make sure any areas where lead-based paint was coated with encapsulant remain intact.
- Make sure any surfaces that were enclosed (covered) remain intact and not damaged.

What should I do if surfaces are damaged, or need repair?

Work that will not disturb the paint, yet prevent it from becoming a hazard can be completed by regular maintenance staff. However, any work that will disturb the paint will need to be conducted following the EPA Renovation, Repair, and Painting Rule, or the NH Administrative Rules (He-P 1600). If you are unclear as to which rules apply, contact your risk assessor, or the NH Lead Poisoning Prevention Program, before you begin.
EPA Lead Disclosure Rule
What Information Are You Required to Share?

Even after lead hazards have been abated and an Order is closed, you are still required to follow the EPA/HUD Lead Disclosure Rule. This FEDERAL law requires owners to provide information on lead-based paint before leasing a unit or selling a building that was built before 1978.

What does the property owner have to do?
When selling or leasing a property, the owners must:

- Disclose knowledge of lead in the home to all prospective tenants or future buyers.
  - Even if hazards were abated, owners must disclose that there was a lead paint issue, an Order was generated, and that hazards were abated.

- Provide the tenant/buyer with a copy of the EPA booklet *Protect Your Family From Lead in Your Home*.

- Provide a written copy of any reports about lead paint in the rental unit or building.

- Attach to the lease agreement a dated Lead Disclosure Form (available on the HHLPPP and EPA website).

The landlord/ seller must retain copies of the signed lead disclosure form.

What rental units/buildings does Lead Disclosure apply to?
- Built before 1978
- One bedroom or larger
- Not restricted to occupancy by elderly and disabled
- Not certified to be lead-free by a certified lead inspector

For more information on the EPA Disclosure Rule visit: [http://www2.epa.gov/lead/real-estate-disclosure](http://www2.epa.gov/lead/real-estate-disclosure)