

# DEQ Form 110-307 Military Reciprocity Application for LBP & RRP

Submit application & documentation to:  
Department of Environmental Quality Air  
Quality Division/LBP Staff  
P.O. Box 1677  
Oklahoma City, OK 73101-1677

Last Name		First Name		MI	
<input type="checkbox"/>	Military Member	<input type="checkbox"/>	Spouse of Military Member	Military member's name (if spouse is applying):	
Social Security Number		Effective date of separation/permanent change of station			
Mailing Address					
City			Phone		
State		Zip	Email		

Type of certification you are seeking for reciprocity (**check all that apply**):

Lead-Based Paint (LBP) Activities			Renovation, Repair, and Painting (RRP) Program		
<input type="checkbox"/>	Firm	Firm Name:	<input type="checkbox"/>	Firm (must register as a firm or be affiliated with a firm prior to beginning work)	Firm Name:
<input type="checkbox"/>	Inspector		<input type="checkbox"/>	Certified Renovator (enter Firm Name above)	
<input type="checkbox"/>	Inspector/Risk Assessor				
<input type="checkbox"/>	Project Designer				
<input type="checkbox"/>	Supervisor				
<input type="checkbox"/>	Abatement Worker				

**Attach a copy of supporting documentation:**

<input type="checkbox"/>	DDForm214	<input type="checkbox"/>	Orders	<input type="checkbox"/>	Other: Please specify	
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**Attach a copy of existing certification(s) from other state or certifying agency.**

<input type="checkbox"/>	Acknowledge: <i>"I hereby certify I have read the attached Reciprocity Guidance document and I hereby certify under penalty of law that this application and any attachments contain neither willful nor negligent misrepresentation nor falsification and that all information is true, accurate, and complete. I understand that any misrepresentation or falsification may result in rejection of my application or revocation of any certificate issued as a result of this application. I certify that as a Certified Lead-Based Paint Contractor/Certified RRP Firm and/or Certified RRP Renovator, I will comply with all requirements established in OAC 252:110."</i>
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Signature of Applicant:		Date:	
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## Reciprocity Guidance

*Note: Reciprocal certifications for the Lead-Based Paint (LBP) and Renovation, Repair, and Painting (RRP) programs are only available to military personnel and military spouses moving to Oklahoma, as allowed in OAC 252:110-11-7.1 and OAC 252:110-15(f). No fee is charged for reciprocal certifications.*

### How to apply for LBP/RRP reciprocal certification(s):

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1. Read the entire OK LBP regulations (incorporates much of the Federal Rules), which can be found here: <https://www.deq.ok.gov/wp-content/uploads/deqmainresources/110.pdf>
  - Oklahoma DEQ regulations differ slightly from Federal and other state regulations. Some key differences are highlighted below, but these are not inclusive of all variances.
    - For LBP activities:
      - OK application fees are yearly instead of every 3 years.
      - Certification is valid from date of issuance to March 31, and renewal certification is yearly.
      - Renewal certification year is April 1 to March 31.
      - Refresher courses must be taken every year by an Oklahoma-accredited provider and must include hands-on training within every refresher.
      - There are no interim certifications; before beginning work, certification documents must be in hand.
      - Clearance levels for window troughs is 100 µg/ft<sup>2</sup>.
    - For RRP:
      - Recertification is required every 5 years for OK DEQ.
      - Hands-on training is a requirement for every certification, including renewals.
      - Cleaning verification is same as federal (some states require clearance).
2. Fill out a Reciprocity Application (Form #110-307). This form can be found here: <https://www.deq.ok.gov/air-quality-division/forms-public-participation/air-forms/#LBPForms>
3. Gather supporting documentation to submit with reciprocity application (orders/DDForm214 and prior certification).
4. Fill out Citizenship Affidavit (Form #110-304) and include supporting documentation.
5. Submit Reciprocity Application and supporting documentation to the address listed on the form.

## Additional Information about Applying for and Operating under a Reciprocal Certification in Oklahoma

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### **Determining whether RRP Firm reciprocity is needed:**

If applying for RRP certification, Oklahoma DEQ requires that individuals either be associated with an RRP Certified Firm, or be registered as an RRP Certified Firm themselves, along with being certified as an RRP Certified Renovator prior to beginning RRP work.

- If receiving military reciprocity, a Certified Renovator may seek Firm affiliation after applying for reciprocity and moving to Oklahoma, but still must be either affiliated with a Firm or registered as a Firm prior to beginning work in the state.
  - Provide DEQ with proof of firm affiliation once acquired.
- If receiving military reciprocity as a Certified Renovator, an individual that is self-employed may also apply for reciprocity as an RRP Certified Firm.
- RRP Firm certification is obtained through Oklahoma DEQ in the form of an RRP Firm application (Form # 110-305) and fee submittal, which can be found here: <https://apps.deq.ok.gov/nviro/nform/>.
- Those receiving military reciprocity as an RRP Firm are fee exempt, but still must file Form#110-305 with the DEQ.

### **Reciprocal RRP Renovator certifications and renewals:**

RRP Renovator certification is obtained by attending a certified renovator class from an accredited training provider within Oklahoma. The class attendance requirement is waived for a reciprocal certification, but the individual receiving reciprocity must attend an initial class (not a refresher class) prior to their first certification renewal. Subsequent certification renewals may then be granted by attending refresher classes. Training classes can be found here:

<https://www.deq.ok.gov/air-quality-division/lead-based-paint/accredited-lead-based-paint-rrp-trainers/>

### **During reciprocal certification, and during every certification thereafter:**

- LBP Supervisors are required to submit abatement notifications and amendments to DEQ prior to beginning abatement.
  - Notices must be received by DEQ 5 days prior to the abatement start/amendment date.
- If certifying as an LBP Inspector, Risk Assessor, or Supervisor, submission of quarterly reports is required.
  - Quarterly reports may be submitted online at <https://apps.deq.ok.gov/nviro/nform/> and must be submitted on the 10<sup>th</sup> day of April, July, October, and January.
- Forms for both quarterly report submissions and abatement notifications can be found here: <https://apps.deq.ok.gov/nviro/nform/>
- For RRP, project records must be kept for a minimum of 3 years after project completion and may be subject to inspection.

### **Prior to expiration of reciprocal certification(s):**

In order to have a/an expiring reciprocal certification/s renewed, an individual must submit an initial application/s to DEQ and fulfill associated requirements for the respective initial application/s. For a successful application, the individual must:

- Take a discipline-specific initial course(s) at an accredited training provider in Oklahoma within 6 months prior to initial application submission.
- Submit a completed initial application to DEQ and appropriate fees within 30 days of reciprocal certification expiration and pass the LBP certification exam (discipline specific). The application can be found at <https://apps.deq.ok.gov/nviro/nform/> .
  - The LBP activities certification timeline is April 1 to March 31; applications will be processed between January 15 and March 31.
  - The certification exam is administered by DEQ; Contact DEQ to schedule taking of the exam.
  - LBP fees for initial application are as follows:
    - Initial Project Designer - \$500
    - Initial Risk Assessor - \$300
    - Initial Inspector - \$200
    - Initial Supervisor - \$150
    - Initial Abatement Worker - \$30
    - Exam - \$50 per attempt
  - RRP requires individuals to be associated with a firm (or apply as a firm themselves) and obtain individual certification.

### **Prior to expiration of initial certification(s):**

- For LBP activities:
  - Certification period begins January 15 through March 31.
  - Renewal applications begin April 1 of the current year and expire March 31 of the following year.
  - Renewal applications require a renewal course completion certificate, which can be obtained from an accredited training provider in Oklahoma within 12 months of renewal application submission.
    - Renewal Project Designer - \$250
    - Renewal Risk Assessor - \$150
    - Renewal Inspector - \$100
    - Renewal Supervisor - \$75
    - Renewal Abatement Worker - \$15
- For RRP:
  - To renew as a Certified Renovator, a 4-hour refresher class must be taken (if taking before current certification expires) at an Oklahoma accredited training provider. No additional paperwork is required.
  - To renew as a firm, submit an RRP Firm renewal application (<https://apps.deq.ok.gov/nviro/nform/>) along with a fee of \$300.

- RRP renewals are every 5 years based on expiration date of initial certification from DEQ.

**Send application and all supporting documentation to:**

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**Background Checks:** Criminal history is not considered when reviewing applications.