

## STATE OF ALASKA-2016

### Weatherization Health and Safety Plan

#### **Budgeting (Check one):**

The grantee is encouraged to budget health and safety costs as a separate category and, thereby, excludes such costs from the average per-unit cost calculation. This separate category also allows these costs to be isolated from energy efficiency costs in program evaluations. The grantee is reminded that, if health and safety costs are budgeted and reported under the program operations category rather than the health and safety category, the related health and safety costs must be included in the calculation of the average cost per home and cost-justified through the audit.

NOTE TO H&S PLAN: Alaska is in development of the SWS based Field Guide for compliance with DOE initiatives. The Health and Safety Plan is core to the implementation of H&S measures but will eventually be absorbed into the Alaska Field Guide. In any conflicts between documents the Field Guide takes precedents while all effort will be made to consolidate within the 2016 Program Year.

WOM REFERENCES BY PAGE NUMBER WILL BE UPDATED WHEN WOM REVISIONS ARE COMPLETE.

#### **Incidental Repairs (List repairs, if any, that will be removed as health and safety measures and implemented as incidental repairs.):**

If the grantee chooses to identify any health and safety measures as incidental repairs, they must be implemented as such under the grantee's weatherization program in all cases – meaning, they can never be applied to the health and safety budget category. In order to be considered incidental repairs, the measure must fit the following definition and be cost justified along with the associated efficiency measure. Incidental Repairs means those repairs necessary for the effective performance or preservation of weatherization materials. Such repairs include, but are not limited to, framing or repairing windows and doors which could not otherwise be caulked or weather-stripped and providing protective materials, such as paint, used to seal materials installed under this program.

The incidental repair material costs will be included in the measure and the combined cost of the measure must have a SIR  $\geq 1.0$ . If DOE funds are used. Incidental repairs might include minor plumbing, electrical and structural repairs among other things just to make it possible to install an efficiency measure.

Repairs that do not meet the SIR of 1 or above can be completed with other funds.

ANY REFERENCE TO "WOM" IN THE FOLLOWING TEXT IS A REFERENCE TO THE WEATHERIZATION OPERATIONS MANUAL FOR THE STATE OF ALASKA FOUND at <https://www.ahfc.us/files/5414/2842/3326/wom2015.pdf>

#### **Health and Safety Expenditure Limits (Provide a per-unit average percentage and justification relative to the amount. Low percentages should include a statement of what other funding is being used to support health and safety costs, while larger percentages will require greater justification and relevant historical support.):**

The grantee must set health and safety expenditure limits for their subgrantees, providing justification by explaining the basis for setting these limits and providing related historical experience. It is possible that these limits may vary depending upon conditions found in different geographical areas. These limits must be expressed as a percentage of the average cost per dwelling unit. For example, if the average cost per dwelling is \$5000, then an expenditure of \$500 per dwelling would equal 10 percent expenditures for health and safety. 10 percent is not a limit on H&S expenditures but exceeding this amount will require ample justification. These funds are to be expended by subgrantees in direct weatherization activities. While required as a percentage of the average unit cost, if budgeted separately, the health and safety costs are not calculated into the per-house limitation.

Per-Unit Average Percent: 14.9% DOE

Because of the condition of many of the homes that are lived in by DOE eligible clients, Health and Safety improvements crucial to the implementation of energy efficiency work often exceeds even 15% of the average cost per unit. Traditionally AHFC has covered this with other funds but is choosing to utilize DOE funds as well this year. Those costs that exceed 15% will be covered by other costs.

We have limited the H&S category for DOE to the following:

Ground Vapor Barrier and other measures to reduce pollutants and moisture from the ground into the living area.  
Crawl ventilation strategies

Ventilation-whole house and spot-ASHRAE compliant

Heating System clean and tune and repair

Heating system stack and pipe repair and replacement

Hot water heater replacement for H&S reasons, including stack and venting

Heating system replacement

Lead Safe Weatherization Work

Carbon Monoxide and Smoke Detectors and Fire Extinguishers

**Deferral Policy (Provide a detailed narrative of the grantees overall deferral policy):**

Deferral may be necessary if health and safety issues cannot be adequately addressed according to WPN 11-6 guidance. The decision to defer work in a dwelling is difficult but necessary in some cases. This does not mean that assistance will never be available, but that work must be postponed until the problems can be resolved and/or alternative sources of help are found. In the judgment of the auditor, any conditions that exist, which may endanger the health and/or safety of the workers or occupants, should be deferred until the conditions are corrected. Deferral may also be necessary where occupants are uncooperative, abusive, or threatening. The grantee should be specific in their approach and provide the process for clients to be notified in writing of the deferral and what corrective actions are necessary for weatherization to continue. The grantee should also provide a process for the client to appeal to a higher level in the organization.

**WALK AWAY POLICY: ( WOM Sec. 1 page 35-37)**

Some situations exist where uncooperative clients, unsafe or unsanitary conditions, or the condition of the structure is such that Weatherization service is not practical. The subgrantee may, at its option, refuse service. If this option is exercised, the Subgrantee will inform the client, in writing, why the service is being refused. If the client rectifies the reason(s) for the refusal, the client may request the application to be reconsidered and the home returned to the waiting list. If the limited amount of money available to serve a home cannot begin to address the great needs of the home, then the subgrantee should be able to turn down spending any money on the home. By contrast, if the home is in very good condition, no money should be spent on that home.

The walk-away policy gives subgrantees the discretion to not serve homes or to limit service on homes in the following circumstances.

1. If a home is in very good condition, the service provider will:

a. Provide a check to insure no unhealthy or unsafe conditions exist,

- b. Check the heating system for proper operation and efficiency,
  - c. Justify all energy conservation work (cost-effective measures only), and
  - d. Make repairs where needed and justified.
2. If the home is in poor condition, the subgrantee may refuse or offer reduced Weatherization services. Subgrantees may check tax assessment notices and note improvement assessments.
  3. If unsafe or unsanitary conditions exist that may be hazardous to a Weatherization worker's health, service may be postponed until the unsafe or unsanitary condition is corrected. Work to correct these conditions may be done as part of the Weatherization process or completed by the owner or other parties.
  4. If a client is uncooperative, abusive, or threatening toward Weatherization personnel, the subgrantee may choose not to serve that client. If the subgrantee chooses not to provide Weatherization services, a letter will be sent to the client outlining the reasons for denial of service. The client may be bumped to the bottom of the waiting list, removed from the list, and invited to re-apply in six months, or asked not to re-apply.
  5. If Weatherization services could create potential problems or exacerbate existing problems, subgrantees may defer Weatherization services until the problems are resolved.
  6. If a client has an abundance of personal belongings that fills the house to the point that work cannot progress, subgrantees may follow the guidelines below.
    1. At the assessment, the subgrantee shall give the client a written statement or have the client sign an agreement that the household will remove items by a certain date. If Weatherization workers return on that date and the items are still in place, the subgrantee may cancel the project at that point or give the client a written notice that formally defers the project until another date agreed upon by the subgrantee and the client.
    - b. If the client is unable to remove the items, the subgrantee may include the cost of crews removing and replacing the items in the project scope. subgrantees are not encouraged to expend limited Weatherization resources for this purpose, but there are clients who cannot perform any kind of lifting or have mental health issues that make it difficult to manage their belongings. The subgrantee must document the situation in the client file and use state funds only.
    - c. The subgrantee may provide only those measures that are not impacted by the personal possessions (e.g., exterior wall wrap, insulated skirting, etc.). It shall be documented in the client file why the amount of Weatherization measures provided was limited by the subgrantee.
  7. Partial weatherization is not allowed so if the job is deferred, it cannot be reported as a completed project under DOE rule.

**Procedure for Identifying Occupant Health Concerns:**

Procedures must be developed and explained on how information is solicited from clients to reveal known or suspected occupant health concerns as part of the initial application for weatherization, additional screening of occupants again during the audit, and what steps will be taken to ensure that weatherization work will not worsen the health concern.

Clients will be interviewed to determine if any health conditions exist in occupants that may be aggravated by

weatherization work. At diagnostics testing, the assessor prepares a detailed list of inspections items includes all possible health and safety threats that may be present at the time. Assessor recommendations include items noted at the time of inspection.

Service Providers performing weatherization activities which may aggravate existing unsafe conditions involving lead paint, asbestos, radon, VOC's, or other hazardous substances should determine whether to proceed with work based on the following factors:

- Does the Service Provider have the necessary training, equipment and insurance to allow work to proceed; and
- Does the condition of the dwelling and/or the hazardous substances to be encountered during the weatherization process pose a threat to the health and safety of the participants or to the workers themselves; and
- To what extent will the specific energy efficiency measures to be installed disturb or aggravate conditions within the home; and
- Will the cost of doing work safely represent a large portion of the total cost and exceed the amount allowed by the state for health and safety? Is it an allowable cost?

Based on consideration of these factors, Subgrantees should determine whether to:

- Proceed with all the weatherization work following safe work practices, or
- Complete some of the weatherization tasks and defer others, or
- Defer all the weatherization work until unsafe conditions are corrected.

In cases where deficiencies or hazards are beyond the scope of weatherization (including dangers posed by lead based paint and/or laden dust residues, asbestos, radon, VOC's, or other hazardous substances), the participant will be informed of the condition in writing, signed by the grantee and the client,, and the file will be documented. The participant should be referred to additional support services, and a delay/denial of services may be required until repairs, upgrades or abatement activities have been completed. Provide written notification to the client when work is deferred or delayed.

**Documentation Form(s) have been developed (Check Yes or No):**

Documentation forms must be developed, include the client's name and address, dates of the audit/assessment and when the client was informed of a potential health and safety issue, a clear description of the problem, a statement indicating if, or when weatherization could continue, and the client(s) signature(s) indicating that they understand and have been informed of their rights and options

Yes  Each agency utilizes a form that would inform the occupant of hazards in the case of deferment.

Completing the General Issue Tables below, or something similar, for each health and safety category will help explain to DOE how the WPN 11-6 requirements will be addressed.

| <b>Heating Systems</b>   |  |
|--|--|
| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.   |  |
| Yes  | “Red tagged or inoperable system replacement repair, or installation is allowed, unless prevented by other guidance herein. DOE funds cannot be used for this measure. |
| <b>Funding: No DOE funds can be used for this purpose when H&amp;S are under the other funds category.</b>   |  |
| Heating system replacements almost always have an SIR of 1 or above due to the high efficiency systems available. DOE funds can only be used to address the Primary Heating System. (Primary is defined as that heating system which is used primarily over the year to heat the structure. In some cases that might be system that relies on two separate heating appliances with two separate fuels that are used equally to heat the home (such as wood stove with a direct vent oil heater to help with distribution. DOE does not allow work on “secondary” systems.  |  |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |  |
| State funds will be used when possible.  |  |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |  |
| Alaska has a very detailed health and safety policy for assessment and testing as well as visual identification of issues. See Chapter 5 (pages 26-28) Weatherization Operations Manual. Most heating systems will show an efficiency return or SIR of 1 or above regardless so many are replaced for efficiency reasons. There is a great argument for allowing funds from both health and safety and efficiency to help replace heating systems.   |  |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |  |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified in writing and suggestions will be made when it is possible to find other funding sources. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |  |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.  |  |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.   |  |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.   |  |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead,  |  |

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| <p>mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge. All of our agencies participate aggressively in training and utilize all existing resources.</p>   |  |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>   |  |
| <p>Client education will include annual maintenance of heating system, regular replacement of furnace filters, and proper operation of HVAC system, as well as general tips on how to preserve all weatherization work installed. The participants who have combustion furnaces will also be provided education regarding the dangers of carbon monoxide and importance of maintenance of carbon monoxide detectors. Lead and Mold are covered by the agencies when they distribute the pamphlets and perform assessments. Some of our agencies have extensive mandatory pre-work classes for training and education clients. Others in more remote areas will provide a one-on-one training in the home in client education concerns. All weatherization representatives from intake, assessor, crew chief, to final inspector or anyone that has contact with the client are trained in various aspects of the importance of the client education piece in determining long term success.</p> |  |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>  |  |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>   |  |
| <p><b>Air Conditioning Installation (as specific to installation as a health and safety measure):</b> Provide a narrative on implementation protocols of air conditioning repair, replacement, and installation including justification for allowability that includes climate justification with degree days and how to define at-risk occupants</p>   |  |
| <p>N/A</p>  |  |
| <p><b>Heating System Installation (as specific to installation as a health and safety measure):</b> Provide a narrative on implementation protocols of Heating System repair, replacement, and installation including justification for allowability that includes climate justification with degree days</p>   |  |
| <p>Heating system replacements are justifiable with energy savings in almost every case in Alaska. All homes receive a computer audit to show the payback and cost effectiveness of the replacement. If it doesn't meet an SIR of 1 or above there has to be other justification for replacement. If it doesn't meet an SIR of 1 or above, subgrantees cannot use DOE funds for replacement unless it falls under health and safety.</p>  |  |

### Appliances and Water Heaters

|   |   |
|---|---|
| <p><b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p> |   |
| <p>Yes</p>  | <p>Replacement of water heaters is allowed either when it is recommended by the energy audit or as a health and safety recommendation. Replacement and installation of other appliances are not allowable health and safety costs. Repair and cleaning are allowed.</p> |
| <p><b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.</p>   |   |
| <p>If the initial assessment determines that a water heater that is causing health and safety hazards to the occupants and it does not meet the 1.0 or greater SIR requirement, it will be replaced under the Health and Safety budget or state funds will be utilized to provide repair/replacement. If the hot water system is integral to the existing or replacement high efficiency heating system, it is an allowable cost for repair or replacement</p>  |   |

| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.  |                     |                                 |   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
|---|---------------------|---------------------------------|---|---------------------|---------------------------------|-----------------|-----|--|------|--------------------|-------|--|--|-----------------------------|-----|--|------|--|
| Use state funds when possible.  |                     |                                 |   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.   |                     |                                 |   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| <p>There are required tests that are conducted during the weatherization process on heating systems and in the CAZ. These are detailed in Chapter 5 (pages 26-28) of the WOM. Other tests related to heating system safety are outlined in Chapter 5. Safety tests will be conducted on all aspirating appliances: the following detail is from the WOM for the state of Alaska: (If replacement justifies a SIR of 1 or above, DOE funds may be used for the replacement.</p> <p>5.2.3 Draft Testing</p> <p>The Grantee shall measure vent draft pressure at steady-state operating conditions of all natural draft heating and hot water appliances. Draft test location should be approximately 1-2 inches downstream of the appliance draft diverter. After the test, the test hole must be sealed with a metal plug or screw that fills and seals the hole. Appliances shall draft at or above (i.e. have more draft) the minimum acceptable draft level detailed in Table 2. If the draft test fails, the Grantee shall make appropriate repairs before proceeding with weatherization services or defer the project until problem is corrected.</p> <p>Table 2: Minimum Acceptable Draft Test Action Levels2</p> <table border="1"> <thead> <tr> <th>2 Building Performance Institute Standard<br/>(degree F)</th> <th>Outside Temperature</th> <th>Draft Pressure Standard<br/>(Pa)</th> <th>Water<br/>Column</th> </tr> </thead> <tbody> <tr> <td>&lt;10</td> <td></td> <td>-2.5</td> <td>1 = 249<br/>Pascals</td> </tr> <tr> <td>10-90</td> <td></td> <td></td> <td>Outside temp / 40) – 2.75 *</td> </tr> <tr> <td>&gt;90</td> <td></td> <td>-0.5</td> <td></td> </tr> </tbody> </table> |                     |                                 | 2 Building Performance Institute Standard<br>(degree F) | Outside Temperature | Draft Pressure Standard<br>(Pa) | Water<br>Column | <10 |  | -2.5 | 1 = 249<br>Pascals | 10-90 |  |  | Outside temp / 40) – 2.75 * | >90 |  | -0.5 |  |
| 2 Building Performance Institute Standard<br>(degree F)   | Outside Temperature | Draft Pressure Standard<br>(Pa) | Water<br>Column   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| <10   |                     | -2.5                            | 1 = 249<br>Pascals                                      |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| 10-90   |                     |                                 | Outside temp / 40) – 2.75 *                             |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| >90   |                     | -0.5                            |   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.  |                     |                                 |   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| <p>In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources</b>. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.</p>   |                     |                                 |   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.   |                     |                                 |   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| <p>If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.</p>   |                     |                                 |   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.  |                     |                                 |   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |
| <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p>  |                     |                                 |   |                     |                                 |                 |     |  |      |                    |       |  |  |                             |     |  |      |  |

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| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.   |
| Client education provided will include the appropriate use, including the recommended temperature setting for water heater systems, maintenance and disposal of appliances/water heaters.  |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.  |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site. |

| <b>Asbestos - in siding, walls, ceilings, etc.</b>   |   |
|--|---|
| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.   |   |
| Yes  | Removal of siding is allowed to perform energy conservation measures. All precautions must be taken not to damage siding. Asbestos siding should never be cut or drilled. Asbestos in the home must not be disturbed in the course of performing weatherization activities. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |   |
| DOE and state funds can be used for training and to ensure work safe practice.   |   |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |   |
| This issue could result in a deferral of weatherization work and measures that will disturb asbestos in walls, siding, or ceilings. The client will be advised in writing of the deferral and the cause.   |   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |   |
| All Direct Service provider staff will be trained to recognize and avoid asbestos in walls, siding, and ceilings. This hazard will be visually inspected and noted on the Job Order Sheet. There is no testing protocol for this item as there will be no mitigation of the hazard through the Weatherization Assistance Program EXCEPT ON SMALL SURFACES..  |   |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |   |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |   |
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| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some  |   |

|  |  |
|--|--|
| health and safety categories, like OSHA, require training.   |  |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.... |  |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.   |  |
| Program participants will be provided education in order to limit participant exposure to asbestos in walls, siding, and ceilings.   |  |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.  |  |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.   |  |

| <b>Asbestos - in vermiculite</b>   |  |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances. |  |
| Yes  | When vermiculite is present, unless testing determines otherwise, take precautionary measures as if it contains asbestos, such as not using blower door tests and utilizing personal protection while in attics. Where blower door tests are performed, it is a best practice to perform pressurization instead of depressurization. Encapsulation by appropriately trained crews is allowed. Removal is not allowed. This is an eligible deferral until the vermiculite is removed. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |  |
| DOE and state funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.   |  |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |  |
| This issue will result in a deferral of weatherization work and measures that will disturb asbestos in vermiculite insulation.   |  |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |  |
| All Direct Service provider staff will be trained to recognize and avoid asbestos in vermiculite insulation. This hazard will be visually inspected and noted on the Job Order Sheet. There is no testing protocol for this item as there will be no mitigation of the hazard through the Weatherization Assistance Program.   |  |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |  |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources  |  |

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| <p>that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.</p>  |  |
| <p><b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.</p>   |  |
| <p>If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed. There are currently no programs within the state of Alaska to remove asbestos. Referrals would be to private hazardous waste removal specialty companies.</p>  |  |
| <p><b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.</p>  |  |
| <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p> |  |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>  |  |
| <p>Program participants will be provided client education in order to limit participant exposure to asbestos in vermiculite insulation.</p>  |  |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>   |  |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>  |  |

| <b>Asbestos - on pipes, furnaces, other small covered surfaces</b>  |   |
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| <p><b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p> |   |
| <p>Yes</p>  | <p>Assume asbestos is present in covering materials. Encapsulation is allowed by an AHERA asbestos control professional and should be conducted prior to blower door testing. Removal may be allowed by an AHERA asbestos control professional on a case by case basis.</p> |
| <p><b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.</p>   |   |
| <p>DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.</p>   |   |
| <p><b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.</p>   |   |
| <p>This issue will result in a deferral of weatherization work and measures that will disturb asbestos on pipes, furnaces, or other small covered surfaces.</p>   |   |
| <p><b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety</p>  |   |

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| categories, like combustion gases, require testing.   |
| All Direct Service provider staff will be trained to recognize and avoid asbestos on pipes, furnaces, or other small covered surfaces. This hazard will be visually inspected and noted on the Job Order Sheet. There is no testing protocol for this item as there will be no mitigation of the hazard through the Weatherization Assistance Program.  |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.  |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources</b> . Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.   |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed. There are currently no programs within the state of Alaska to remove asbestos. Referrals would be to private hazardous waste removal specialty companies.  |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.  |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.   |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.  |
| Program participants will be provided client education in order to limit participant exposure to asbestos on pipes, furnaces, or other small covered areas.   |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.   |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.  |

| <b>Biologicals and Unsanitary Conditions - odors, mustiness, bacteria, viruses, raw sewage, rotting wood, etc.</b>   |  |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances. |  |
| Yes  | Remediation of conditions that may lead to or promote biological concerns and unsanitary conditions is allowed. Addressing bacteria and viruses is not an allowable cost. Deferral may be necessary in cases where a known agent is present in the home that may create a serious risk to occupants or weatherization workers. Also see Mold |

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|  | and Moisture guidance below. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |                              |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.   |                              |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |                              |
| If the biological and unsanitary conditions are identified in the assessment to be hazardous to crew or client, the job may be deferred until the conditions are remediated either by the participant or community resources. Any bacterial or viral issues will be deferred by Subgrantees and referred to community resources for remediation. Remediation will be verified as a condition to receiving weatherization services.   |                              |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |                              |
| State of Alaska- Auditor/Inspectors will note any biological and/or unsanitary conditions during the initial assessment of the dwelling on the assessment. The Auditor will also assess the seriousness of the conditions by speaking to the occupants of the home. Any information will be noted on the assessment for determination of remediation or deferment. The impact on workers must be examined, noted and recommendations made.   |                              |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |                              |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |                              |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.  |                              |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.   |                              |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.   |                              |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge   |                              |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.   |                              |
| Program participants will receive education regarding biological hazards and unsanitary conditions' effect on occupant health. Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file.  |                              |

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| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.  |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site. |

| <b>Building Structure and Roofing</b>   |   |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.  |   |
| Yes   | Building rehabilitation is beyond the scope of the Weatherization Assistance Program. Homes with conditions that require more than incidental repair cannot be worked on using DOE funds. See Mold and Moisture guidance below. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.  |   |
| Per WPN 11-1 and 11-6, DOE funds will not be used to provide building structure rehabilitation or roofing replacements. State funds can be used in regular weatherization when reasonable. See walkaway policy in WOM Sec. 3 pg. 33-34.   |   |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.  |   |
| Building structure and rehabilitation issues will be paid for with state funds when possible.   |   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.   |   |
| Direct Service Provider Auditors will assess the building structure and condition of the roof during the initial energy audit. Any issues will be noted on the ASSESSMENT, including poor building structure, major roofing issues, and access to areas necessary for entry and performance of assessment, work, and inspection. Work will not proceed until conditions are corrected or the correction becomes part of the scope of work.  |   |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.  |   |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources</b> . Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |   |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.   |   |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.  |   |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.  |   |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we   |   |

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| <p>have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p>   |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>  |
| <p>Client education will include suggestions on annual maintenance of structural components and general tips on how to preserve all weatherization work installed. Lead and Mold are covered by the agencies when they distribute the pamphlets and perform assessments. Some of our agencies have extensive mandatory pre-work classes for training and education clients. Others in more remote areas will provide a one-on-one training in the home in client education concerns. All weatherization representatives that deal that have contact with the client are trained in various aspects of the importance of the client in determining long term success.</p> |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>   |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>  |

| Code Compliance   |   |
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| <p>Concurrence or Alteration: Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. Note: Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p>   |   |
| <p>Yes</p>  | <p>Correction of preexisting code compliance issues is not an allowable cost other than where weatherization measures are being conducted. State and local (or jurisdiction having authority) codes must be followed while installing weatherization measures. Condemned properties and properties where “red tagged” health and safety conditions exist that cannot be corrected under this guidance should be deferred.</p> |
| <p><b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.</p>   |   |
| <p>DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.</p>   |   |
| <p><b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.</p>   |   |
| <p>Any code compliance issues that are determined as beyond the scope of DOE WAP will be addressed with alternate funding as described above. If alternate funds are not available, the measure(s) will be deferred.</p>  |   |
| <p><b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.</p>  |   |
| <p>The testing protocols are visual inspection and local code enforcement inspections, including documentation provided by the property owner and/or occupant.</p>  |   |
| <p><b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.</p>   |   |
| <p>In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources</b>. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system</p> |   |

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| will be made prior to job completion.   |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.   |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.  |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.  |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge. |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.  |
| Program participants will be informed if there are code compliance issues within the dwelling.<br>Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file.  |
| <b>Disposal Procedures:</b>   |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.  |

| Combustion Gases   |   |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances. |   |
| Yes  | Proper venting to the outside for combustion appliances, including gas dryers is required. Correction of venting is allowed when testing indicates a problem. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |   |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.   |   |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |   |
| If it is determined a combustion gas issue is beyond the scope of DOE WAP, alternate funds will be utilized to address the issue as described above. If alternate funds are unavailable, the dwelling will be deferred until the issue is resolved through community organization referrals or property owner funding.   |   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |   |
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**5.0 Combustion Appliance Zone Depressurization WOM 5-26-30.****Table 1: CAZ Depressurization Limits1 WOM 5-26**

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| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding). The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.            |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.  |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.   |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.   |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.  |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.   |
| Program participants with combustion appliances will be provided with verbal combustion safety and hazards information, including the importance of using exhaust ventilation during cooking and the importance of keeping range burners clean to limit the production of CO. Program participants will also receiving education regarding the importance of CO detectors within the dwelling and the lifetime of provided detectors. Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file. |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.  |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.   |
| <b>Combustion Gas Problem Discovery:</b> Provide a narrative describing the process to be followed when combustion gas testing reveals health and safety concerns.   |
| Detailed procedures on how Alaska will address problems discovered during the testing of combustion gases are as   |

follows:

- Service Provider Auditor/Inspector will verbally advise program participant of high CO levels in ambient air, unsafe combustion zone(s), space heater client education including unvented space heater usage during the initial audit visit and document conditions in the participant file. Participants with severely unsafe combustion appliances will be considered 'emergency' situations and the Auditor will contact the appropriate (HVAC or plumbing) contractor to assess the cause(s) within one business day of the initial audit. The Auditor will advise participant to not use the affected combustion appliance until the system is assessed and the Direct Service Provider will provide space heaters on a temporary basis if the primary heat source is the affected combustion appliance.
- After the assessment, the contractor will contact the Direct Service Provider who will then decide if the affected appliance should be repaired or replaced. The amount of available funding will affect the decision to replace unless the appliance is deemed to be 'beyond repair.' All documentation regarding contractor assessment of severely unsafe combustion appliances will be retained in the participant file, including documentation of the decision to repair or replace the appliance. The funding source used will be noted in the participant file.

**Drainage - gutters, down spouts, extensions, flashing, sump pumps, landscape, etc.**

**Concurrence or Alteration:** Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. **Note:** Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.

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| Yes | Major drainage issues are beyond the scope of the Weatherization Assistance Program. Homes with conditions that may create a serious health concern that require more than incidental repair should be deferred. See Mold and Moisture guidance below. |
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**Funding:** State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.

DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.

**Beyond Scope of DOE WAP:** Describe how the issue will be treated if beyond the scope of DOE WAP.

Units with drainage issues that will impact the longevity of provided weatherization measures will be deferred until the issue(s) are corrected and verified.

**Standards for Remedy:** Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. **Note:** Some health and safety categories, like combustion gases, require testing.

Service Provider State of Alaska- Auditors will visually inspect any areas where drainage issues will compromise any weatherization measures that are provided. Any identified drainage issues will be noted on the assessment. Partial weatherization is acceptable as long as the provided measures are not compromised due to issues with drainage.

**Standards for Deferral:** Describe when deferral should take place for the specific health and safety category.

In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made **when it is possible to find other funding sources**. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system

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| will be made prior to job completion.   |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.   |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.  |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.  |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge. |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.  |
| Client education will include the importance of cleaning and maintaining drainage systems and proper landscape design, as appropriate. Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file.   |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.   |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.  |

| <b>Electrical, other than Knob-and-Tube Wiring</b>   |  |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances. |  |
| Yes  | Minor electrical repairs are allowed where health or safety of the occupant is at risk. Upgrades and repairs are allowed when necessary to perform specific weatherization measures. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |  |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.   |  |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |  |
| The weatherization program will only address minor wiring problems associated with weatherization activities. This may include repairs to furnace and space heating systems, water heaters, wiring connections, exhaust system wiring, fuse/circuit breaker replacement, and other minor, safety related repairs. The participant/property owner will be notified of repairs beyond the scope of the weatherization program (i.e., replacement of unsafe electrical  |  |

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| <p>panel, extensive replacement of unsafe wiring, etc.), and a delay/denial of services may be required until repairs/upgrades have been made.</p>   |
| <p><b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.</p>   |
| <p>Electrical sources related to furnace and space heating systems, water heaters, wiring connections, and exhaust system wiring will be tested during the initial audit. The testing will consist of a visual inspection and amperage detection testing.</p> <p>Partial weatherization is appropriate in instances where the health and safety of the occupant(s) and/or weatherization worker is not compromised or placed at risk.</p>  |
| <p><b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.</p>  |
| <p>In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources</b>. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding). The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.</p> |
| <p><b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.</p>   |
| <p>If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.</p>  |
| <p><b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.</p>  |
| <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p>   |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>  |
| <p>Program participants will be provided verbal education regarding overloading circuits and basic electrical safety/risks. Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file.</p>   |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>   |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>  |

| <b>Electrical, Knob-and-Tube Wiring</b>  |  |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.   |  |
| Yes  | Minor upgrades and repairs necessary for weatherization measures and where the health or safety of the occupant is at risk are allowed. Must provide sufficient over-current protection prior to insulating over knob-and-tube wiring. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |  |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.   |  |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |  |
| The weatherization program will only address minor wiring problems associated with weatherization activities. This may include repairs to furnace and space heating systems, water heaters, wiring connections, exhaust system wiring, fuse/circuit breaker replacement, and other minor, safety related repairs. The participant/property owner will be notified of repairs beyond the scope of the weatherization program (i.e., replacement of unsafe electrical panel, extensive replacement of unsafe wiring, etc.), and a delay/denial of services may be required until repairs/upgrades have been made.  |  |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |  |
| Knob and tube wiring will be identified and the condition will be assessed during the initial energy audit. Any presence of this type of wiring will be documented on the assessment in addition to the results of voltage drop and voltage detection testing.<br>Partial weatherization is appropriate in instances where the health and safety of the occupant(s) and/or weatherization worker is not compromised or placed at risk.   |  |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |  |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |  |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.  |  |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.   |  |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.   |  |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of   |  |

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| <p>relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p>   |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>   |
| <p>Client education will include annual maintenance of heating system, regular replacement of furnace filters, and proper operation of HVAC system, as well as general tips on how to preserve all weatherization work installed. Specific conditions such as VOC exposure, fire hazards, biological contaminants, CO, moisture, electrical and wiring issues, will be specifically addressed with the client and identified in the formal assessment of the building. The participants who have combustion furnaces will also be provided education regarding the dangers of carbon monoxide and importance of maintenance of carbon monoxide detectors. Lead and Mold are covered by the agencies when they distribute the pamphlets and perform assessments. Some of our agencies have extensive mandatory pre-work classes for training and education clients. Others in more remote areas will provide a one-on-one training in the home in client education concerns. All weatherization representatives that deal that have contact with the client are trained in various aspects of the importance of the client in determining long term success.</p> |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>  |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>   |

| Fire Hazards  |   |
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| <p><b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p> |   |
| <p>Yes</p>  | <p>Correction of fire hazards is allowed when necessary to safely perform weatherization.</p> |
| <p><b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.</p>   |   |
| <p>DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.</p>   |   |
| <p><b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.</p>   |   |
| <p>Dwellings that contain extensive fire hazards or in which provision of weatherization measures would put the occupants and/or weatherization workers at risk will be deferred until the fire hazards are removed and verified.</p>   |   |
| <p><b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.</p>  |   |
| <p>State of Alaska- Auditor/Inspectors will identify fire hazards during the initial energy audit. Any hazards will be noted on the assessment and removed as described above. If the fire hazards are extensive, the dwelling will be deferred as described above. Smoke detectors to code are required in every home.</p>   |   |
| <p><b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.</p>   |   |
| <p>In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when</b></p>   |   |

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| <p><b>it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding). The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.</p>   |  |
| <p><b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.</p>   |  |
| <p>If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.</p>  |  |
| <p><b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.</p>  |  |
| <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p>   |  |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>  |  |
| <p>Client education will include annual maintenance of heating system, regular replacement of furnace filters, and proper operation of HVAC system, as well as general tips on how to preserve all weatherization work installed. Specific conditions such as VOC exposure, fire hazards, biological contaminants, CO, moisture, electrical and wiring issues, will be specifically addressed with the client and identified in the formal assessment of the building. The participants who have combustion furnaces will also be provided education regarding the dangers of carbon monoxide and importance of maintenance of carbon monoxide detectors. Lead and Mold are covered by the agencies when they distribute the pamphlets and perform assessments. Some of our agencies have extensive mandatory pre-work classes for training and education clients. Others in more remote areas will provide a one-on-one training in the home in client education concerns. All weatherization representatives that deal that have contact with the client are trained in various aspects of the importance of the climate piece in determining long term success.</p> |  |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>   |  |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>  |  |

| <b>Formaldehyde, Volatile Organic Compounds (VOCs),<br/>and other Air Pollutants</b>  |  |
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| <p><b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p> |  |
| <p>Yes</p>  | <p>Removal of pollutants is allowed and is required if they pose a risk to workers. If</p> |

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|  | pollutants pose a risk to workers and removal cannot be performed or is not allowed by the client, the unit must be deferred. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |   |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.   |   |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |   |
| If it is determined that this health and safety issue cannot be addressed to ensure the safety of the occupants and/or weatherization workers, the unit will be deferred until the issue is corrected and verified.  |   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |   |
| State of Alaska- Auditor/Inspectors will identify any pollutants present, including the location and ability for removal on the assessment. Any identified hazards will be explained to the program participant and removal will be discussed and documented on the assessment, including who will remove the hazards.<br>Partial weatherization is appropriate if the measures provided are not compromised by the hazardous material and do not negatively impact the safety of the dwelling.  |   |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |   |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |   |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.  |   |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.   |   |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.   |   |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.  |   |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.   |   |
| Client education will include annual maintenance of heating system, regular replacement of furnace filters, and proper operation of HVAC system, as well as general tips on how to preserve all weatherization work installed. Specific conditions such as VOC exposure, fire hazards, biological contaminants, CO, moisture, electrical and wiring  |   |

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| <p>issues, will be specifically addressed with the client and identified in the formal assessment of the building. The participants who have combustion furnaces will also be provided education regarding the dangers of carbon monoxide and importance of maintenance of carbon monoxide detectors. Lead and Mold are covered by the agencies when they distribute the pamphlets and perform assessments. Some of our agencies have extensive mandatory pre-work classes for training and education clients. Others in more remote areas will provide a one-on-one training in the home in client education concerns. All weatherization representatives that deal that have contact with the client are trained in various aspects of the importance of the client's role in determining long term success.</p> |  |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>   |  |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>  |  |

| <b>Injury Prevention of Occupants and Weatherization<br/>Workers – Measures such as repairing stairs and replacing handrails.</b>   |  |
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| <p><b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p>   |  |
| <p>Yes</p>  | <p>Workers must take all reasonable precautions against performing work on homes that will subject workers or occupants to health and safety risks. Minor repairs and installation may be conducted only when necessary to effectively weatherize the home; otherwise these measures are not allowed</p> |
| <p><b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.</p>   |  |
| <p>DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.</p>   |  |
| <p><b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.</p>   |  |
| <p>If the issue does not meet the criteria for installation/repair as described above, it will not be addressed.</p>  |  |
| <p><b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.</p>  |  |
| <p>State of Alaska- Auditors will provide assessment of injury prevention for occupants and weatherization workers. Any hazards that will prevent weatherization will be noted on the assessment. Partial weatherization is appropriate in cases where injury prevention is not an issue to either occupants or weatherization workers.</p>   |  |
| <p><b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.</p>   |  |
| <p>In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.</p> |  |

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| <p><b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.</p>   |  |
| <p>If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.</p>  |  |
| <p><b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.</p>  |  |
| <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p>   |  |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>  |  |
| <p>Client education will include annual maintenance of heating system, regular replacement of furnace filters, and proper operation of HVAC system, as well as general tips on how to preserve all weatherization work installed. Specific conditions such as VOC exposure, fire hazards, biological contaminants, CO, moisture, electrical and wiring issues, will be specifically addressed with the client and identified in the formal assessment of the building. The participants who have combustion furnaces will also be provided education regarding the dangers of carbon monoxide and importance of maintenance of carbon monoxide detectors. Lead and Mold are covered by the agencies when they distribute the pamphlets and perform assessments. Some of our agencies have extensive mandatory pre-work classes for training and education clients. Others in more remote areas will provide a one-on-one training in the home in client education concerns. All weatherization representatives that deal that have contact with the client are trained in various aspects of the importance of the cline ted piece in determining long term success.</p> |  |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>   |  |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>  |  |

| Lead Based Paint  |  |
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| <p><b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p> |  |
| <p>Yes</p> <p>Osha 10 and 30 requirement</p>  | <p>Follow EPA's Lead; Renovation, Repair and Painting Program (RRP). In addition to RRP, Weatherization requires all weatherization crews working in pre-1978 housing to be trained in Lead Safe Weatherization (LSW). Deferral is required when the extent and condition of lead-based paint in the house would potentially create further health and safety hazards.</p> |
| <p><b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.</p>   |  |
| <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of</p>   |  |

relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.

**Beyond Scope of DOE WAP:** Describe how the issue will be treated if beyond the scope of DOE WAP.

Any dwellings in which the extent and condition of lead-based paint present would further create further health and safety hazards can be deferred.

**Standards for Remedy:** Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. **Note:** Some health and safety categories, like combustion gases, require testing.

WOM-Chapter 5 and 6 for more detail. Also, defer to updates from EPA Website.

When applicable, weatherization activities within participants' homes will be carried out according to *Lead Safe Weatherization (LSW)* work practices when those activities are conducted on homes within the following guidelines (Appendix U).

1. The dwelling was constructed pre-1978, and
2. The dwelling has not been determined to be lead-based paint free, and
3. Either the amount of disturbed lead-based painted surface exceeds two (2) square feet per room of interior surface, twenty (20) square feet of exterior surface, or 10% of a small component type, (e.g., window); or, the amount of lead-based paint dust that will be generated by the weatherization work exceeds the OSHA defined airborne levels for lead.

Testing protocols will be compliant with EPA RRP rules and will include use of EPA-certified test kits, documentation of test results in participant files, and use of compliant work and cleanup processes on all dwellings where lead tests are positive. See WOM Chap

**Standards for Deferral:** Describe when deferral should take place for the specific health and safety category.

In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made **when it is possible to find other funding sources**. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding). The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.

**Standards for Referral:** Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.

If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.

**Training Provision:** Discuss how training will be provided for the specific health and safety category. **Note:** Some health and safety categories, like OSHA, require training.

We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel

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| <p>and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p> |  |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>   |  |
| <p>Clients will be provided an overview of the situation at the specific house, a review of test protocols and results and instruction on worker and client safety while the work is being done. Lead and Mold are also covered by the agencies when they distribute the pamphlets and perform assessments. Some of our agencies have extensive mandatory pre-work classes for training and education clients. Others in more remote areas often provide a one-on-one training in the home in client education concerns.</p>                    |  |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>  |  |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>   |  |
| <p><b>Lead Based Paint Compliance:</b> Provide a narrative describing how RRP and LSW implementation will be conducted and how the grantee will verify compliance. The explanation should clearly show an understanding that LSW and RRP are separate requirements and both are required to be met.</p>   |  |
| <p>RRP protocols are already in place. As stated above, each Service Provider has EPA- Renovators on staff. All Service provider contractors have at least one EPA Certified Renovator on staff. The Alaska Weatherization Operations Manual Appendices contain the Lead Renovation checklist provided by EPA for Direct Service Provider use. The "Renovate Right" brochures are also available through the EPA website. Compliance is verified during annual monitoring visits via review of participant files and documentation.</p>         |  |
| <p>LSWP has been followed by Alaska's Service Providers since it became mandatory by DOE in WPN 08-6. All installer staff must receive LSWP training within 90 days of hire date. All work provided that will disturb more than the acceptable amounts of lead paint (described above). LSWP are verified during work by a Certified Renovator. Service Providers should use digital photographs to document compliance with LSWP requirements.</p>   |  |
| <p>Alaska Service Providers have been in compliance with the EPA RRP rule as of April 22, 2010. All Service Provider staff is provided LSW training within 90 days of their hire date. Service Providers applied for Firm status with EPA prior to April 22, 2010. Service Providers ensure compliance with the LRRP rule for their contractors.</p>  |  |
| <p>Agencies and/or contractors who are found to be non-compliant during annual monitoring will be given 30 days to comply and provide verification of compliance with the EPA LRRP rule and WPN 11-6 guidance. Agencies and/or contractors who remain non-compliant after 30 days will complete a Corrective Action Plan detailing how they will become compliant. Contractors will not be given additional work until they are in compliance.</p>  |  |

| Mold and Moisture   |  |
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| <p><b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p> |  |
| <p>Yes</p>  | <p>Limited water damage repairs that can be addressed by weatherization workers and correction of moisture and mold creating conditions are allowed when necessary in order to weatherize the home and to ensure the long term stability and durability of</p> |

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|   | the measures. Where severe Mold and Moisture issues cannot be addressed, deferral is required. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.  |  |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.  |  |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.  |  |
| If severe mold and/or moisture issues are present and cannot be addressed with available funding, the dwelling will be deferred.  |  |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.   |  |
| <p>Direct Service Provider State of Alaska- Auditors will perform a visual inspection of mold and moisture during the initial audit assessment. For dwellings with extensive moisture-damaged materials, moisture meters will be utilized in order to determine the extent of the moisture issue(s) within the dwelling. The mold and moisture issue(s)/location(s) will be noted on the assessment. During the post-weatherization inspection, the mold and moisture will be reviewed and the condition noted on the Direct Service Provider Inspection form.</p> <p>ASRAE 62.2 Standards regarding ventilation will be met and moisture mitigation efforts employed to prevent mold and other contaminants from developing.</p>   |  |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.  |  |
| <p>In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.</p> |  |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.   |  |
| <p>If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.</p>   |  |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.  |  |
| <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p>  |  |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.  |  |
| Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization  |  |

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| <p>program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file. Program participants will be provided EPA’s “Mold, Moisture, and Your Home” pamphlets and receive education regarding minimizing moisture and mold issues within the dwelling prior to and after weatherization services are provided on the dwelling.</p>  |  |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>   |  |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>  |  |
| <p><b>Mold Protocols:</b> Provide a narrative describing protocols for addressing mold found in the client’s homes. The protocol should include a method of identifying the presence of mold during the initial audit or assessment, notification to the client, and crew training on how to alleviate mold and moisture conditions in homes.</p>  |  |
| <p>See WOM Chapter 7</p> <p>Mold Protocols are as follows:</p> <ul style="list-style-type: none"> <li>• Initial Audit will include a visual inspection for the presence of mold and moisture issues within dwellings to be weatherized.</li> <li>• If mold and/or moisture issues are present, the participant will be notified and provided client education regarding mold and moisture. Client education will include, but is not limited to, the EPA pamphlet “A Guide to Mold, Moisture, and Your Home.”</li> <li>• The participant file will also contain a form detailing where the mold is present and include the participant signature certifying the receipt of verbal and written client education. Any measures that must be deferred due to excessive mold issues will be documented in the participant file by the Auditor. A copy of the form will be provided to the participant for their records.</li> <li>• All Direct Service Provider installer staff have/or will receive training on how to alleviate mold and moisture conditions in home, including proper ventilation and indoor air quality standards as found in ASHRAE 62.2-2013.</li> </ul> |  |
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| Occupant Preexisting or Potential Health Conditions   |   |
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| <p><b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p> |   |
| <p>Yes</p>  | <p>When a person’s health may be at risk and/or the work activities could constitute a health or safety hazard, the occupant at risk will be required to take appropriate action based on severity of risk. Temporary relocation of at-risk occupants may be allowed on a case by case basis. Failure or the inability to take appropriate actions must result in deferral.</p> |
| <p><b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.</p>   |   |
| <p>DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.</p>   |   |

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| <p><b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.</p>   |
| <p>The occupant at risk will be required to take appropriate action based on the severity of risk. Temporary relocation of at-risk occupants may be allowed on a case by case basis in order to prevent deferral. Failure or the inability to take appropriate actions will result in deferral.</p>   |
| <p><b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.</p>  |
| <p>To comply with WPN 11-6 guidance, Alaska will require applicants to reveal occupant health concerns during the initial intake and additional audit visit. Any occupant health concerns will be documented in the participant file to ensure that any weatherization work will not worsen the health concern. These procedures will be incorporated into the Alaska Weatherization Operations Manual, Section 7-Standards and Techniques and Section 1- Eligible Dwellings.</p> <p>The State of Alaska- Auditor will also screen the program participants during the initial audit assessment in the home. Any health issues will be documented on the assessment</p> <p>Partial weatherization is appropriate if it is determined that occupant existing/potential health issues will not be adversely affected by specific weatherization measures.</p>           |
| <p><b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.</p>   |
| <p>In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.</p> |
| <p><b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.</p>  |
| <p>If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.</p>   |
| <p><b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.</p>   |
| <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p>  |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>   |
| <p>Client education will include deferral due to occupant preexisting condition of health concern. Specific conditions that might exacerbate the condition such as VOC exposure, fire hazards, biological contaminants, CO, moisture,</p>   |

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| <p>electrical and wiring issues will be specifically addressed with the client and identified in the formal assessment of the building. The participants who have combustion furnaces will also be provided education regarding the dangers of carbon monoxide and importance of maintenance of carbon monoxide detectors. Lead and Mold are covered by the agencies when they distribute the pamphlets and perform assessments. Some of our agencies have extensive mandatory pre-work classes for training and education clients. Others in more remote areas will provide a one-on-one training in the home in client education concerns. All weatherization representatives that deal that have contact with the client are trained in various aspects of the importance of the cline ted piece in determining long term success.</p> |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>  |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>   |

| <b>Occupational Safety and Health<br/>Administration (OSHA) and Crew Safety</b>   |   |
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| <p><b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p>   |   |
| <p>Yes</p>  | <p>Workers must follow OSHA standards and Safety Data Sheets (SDS) and take precautions to ensure the health and safety of themselves and other workers. SDS must be posted wherever workers may be exposed to hazardous materials.</p> |
| <p><b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.</p>   |   |
| <p>DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.</p>   |   |
| <p><b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.</p>   |   |
| <p>N/A</p>  |   |
| <p><b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.</p>  |   |
| <p>Workers will be required to follow OSHA standards and SDS sheets, take precautions to protect the safety of themselves and other workers. SDS must be posted wherever workers may be exposed to hazardous materials.</p>   |   |
| <p><b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.</p>   |   |
| <p>In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources</b>. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.</p> |   |
| <p><b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.</p>  |   |
| <p>If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases</p>   |   |

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| <p>there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.</p>   |
| <p><b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.</p>  |
| <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p> |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>  |
| <p>Activities undertaken to ensure the health and safety of the worker will be defined and included when appropriate in explanations for clients on the overall job.</p>   |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>   |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants and other toxins will comply with current federal, state, and local codes. All disposal rules applicable to leaded building materials apply and are enforced. WOM specific references include: Lead Ch. 5 pg. 78; Refrigerators Ch. 5 page 83; Disposal sign off sheet Sec. 6 Form 14.</p>   |
| <p><b>OSHA and SDS Compliance:</b> Provide a narrative describing procedures for implementation of OSHA and SDS requirements related to crew and worker safety, how the 10 and 30 hour training requirements will be met, and what the process is for determining if crews are utilizing good safe work practices according to all requirements (EPA, OSHA, etc.).</p>   |
| <p>Alaska currently requires that SDS sheets are available in each weatherization vehicle and that a master copy is retained in the weatherization office. The sheets are updated as new products that are potentially hazardous are utilized in the installation of weatherization measures.<br/>Compliance with OSHA training is described above. Verification of training will be documentation of compliance with this requirement during annual monitoring visits.<br/>The process currently being utilized to determine if crews are utilizing good safe work practices is the random job site inspections that are performed at least quarterly for each crew by each Direct Service Provider.</p>  |

| Pests   |  |
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| <p><b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.</p> |  |
| <p>Yes</p>  | <p>Pest removal is allowed only where infestation would prevent weatherization. Infestation of pests may be cause for deferral where it cannot be reasonably removed or poses health and safety for deferral. Screening of windows and points of access is allowed to prevent intrusion.</p> |
| <p><b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.</p>   |  |
| <p>DOE funds will be used provide pest removal in order to protect the integrity of weatherization measures and the safety of weatherization workers. If the cost of pest removal is more than the 25% limit, alternate funds will be used if available.</p>  |  |
| <p><b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.</p>   |  |
| <p>If the pest infestation cannot be reasonably removed or poses a serious health and safety risk to weatherization</p>   |  |

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| workers, it will be determined as beyond the scope of DOE WAP.   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |
| The State of Alaska- Auditor/Inspectors will perform a visual assessment of pest infestation(s) during the energy audit. Any infestations will be noted on the assessment.<br>Partial weatherization will be considered appropriate when the stability and durability of weatherization measure and the health and safety of weatherization workers is not compromised.  |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.  |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.   |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.   |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.  |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.   |
| Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file.   |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.  |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.   |

### Radon

**Concurrence or Alteration:** Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. **Note:** Where an

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| Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.   |   |
| Yes  | Whenever site conditions permit, exposed dirt must be covered with a vapor barrier except for mobile homes. In homes where radon may be present, precautions should be taken to reduce the likelihood of making radon issues worse. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |   |
| DOE funding will be used to provide coverage of minimizing radon entering dwelling crawlspaces and penetrating the conditioned space. In high radon areas, as determined by EPA, radon testing is an allowable use of funding. If correction of this issue is above the allowable 25% health and safety expenditure limit per dwelling, alternate funds will be used.  |   |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |   |
| N/A  |   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |   |
| Testing for radon is not an allowable expense. Many of the measures used in mitigation when radon is found are fundamental to weatherization so the following measures are allowable and might help reduce radon in the home if it exists.   |   |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |   |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made when it is possible to find other funding sources. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding). The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |   |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.  |   |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.   |   |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.   |   |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.  |   |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like  |   |

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| mold and moisture, require client education.  |
| Any hazards will be noted on a form (to be developed), any deferral of weatherization measures and/or services will be noted, and the form will be signed by the participant to certify notification of the hazard(s), the nature of the hazard(s), and the reason for deferral. A copy of the form will be given to the participant for their records and a copy will be retained in the participant file. |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.   |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.  |

| Refrigerant  |   |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.   |   |
| Yes  | Reclaim refrigerant per Clean Air Act 1990, section 608, as amended by 40 CFR82, 5/14/93. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |   |
| The funds used to provide a refrigerator to an eligible dwelling will be used to provide proper disposal, including proper disposal of the existing refrigerator. If the refrigerator meets the SIR requirement of 1.0 or higher, DOE funds will be used. State funds may be used in regular weatherization as well.   |   |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |   |
| N/A  |   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |   |
| Refrigerators shall be replaced when the replacement is justified using a State approved evaluation of cost-effectiveness where the Savings to Investment Ratio (SIR) is 1.0 or greater.   |   |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the WOM health and safety category.  |   |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources</b> . Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding). The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |   |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.  |   |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.   |   |

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| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.  |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge. |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.  |
| Clients will be informed of the proper way to maintain a refrigerator during the on-site assessment. Some training is provided on this in the mandatory client education classes and in the general information distributed.  |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.   |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.  |

### Smoke, Carbon Monoxide Detectors, and Fire Extinguishers

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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances. |   |
| Yes  | Installation of smoke/CO detectors is allowed where detectors are not present or are inoperable or have a short available life. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |   |
| DOE funds can be used in the Health and Safety category to accomplish this. . Under formula weatherization state funds can also be used.   |   |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |   |
| N/A  |   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |   |
| State of Alaska- Auditor/Inspectors will review the presence and operation of smoke and CO detectors during the initial audit assessment. Any issues found during the initial audit will be noted on the assessment. All homes must have CO and smoke detectors that meet code and the requirements of the WOM Chapter 5.  |   |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |   |
| N/A  |   |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.  |   |
| N/A  |   |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.   |   |
| N/A The specifications for smoke detectors and carbon monoxide detectors are outlined in detail in the WOM Chapter 5   |   |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like  |   |

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| mold and moisture, require client education.   |
| Program participants will receive education regarding the importance of operating smoke and CO detectors, including replacement of batteries in smoke detectors and the 10 year life span of CO detectors.   |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.  |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site. |
| <b>Smoke/CO Detector Installation:</b> Provide a narrative describing smoke/CO Detector installation parameters and procedures.  |
| Requirements for smoke and CO detectors follow code and are detailed in the WOM. This is mandatory for each house.   |

| <b>Solid Fuel Heating (Wood Stoves, etc.)</b>   |   |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.  |   |
| yes   | Maintenance, repair, and replacement of primary indoor heating units is allowed where occupant health and safety concern. Maintenance and repair of secondary heating units is allowed. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.  |   |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.  |   |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.  |   |
| If the issue is determined to be beyond the scope of DOE WAP and alternate funds are not available to remedy this issue, the participant will be notified and referrals to other funding/assistance sources will be provided.   |   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.   |   |
| <p>Wood heating systems may present safety hazards to occupants, and methods of installation may violate state, local or national codes. Safety hazards may be corrected when within the scope of the weatherization program. Wood stoves are prone to creosote deposits in stove pipes and chimney flues, requiring periodic maintenance. The Auditor/Inspector may recommend stovepipe and chimney cleaning if the unit has not been serviced within the current or previous heating season.</p> <p>Replacement of a wood heating system will be installed in compliance with local, county, and state codes and according to standards set by the local Fire Marshall. Systems must be certified to meet the stricter of the Environmental Protection Agency emission standards or local building codes. Program funds may be only used to purchase wood heating systems certified and labeled by the National Fire Protection Association under 86m-1986 and 211-1984 (attachment XIII), the international conference of building officials, or other equivalent listing organizations. Electrical parts must be certified and labeled by Underwriters Laboratories.</p> <p>A wood stove will not be replaced if the occupant refuses to allow the installation to be done according to code. In those cases, the participant/property owner will be provided with written information describing the existing conditions, and a copy will be retained in the participant’s file.</p> |   |

District heating units or outside wood fired boilers are not allowed to be replaced or installed.

**Standards for Deferral:** Describe when deferral should take place for the specific health and safety category.

In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made **when it is possible to find other funding sources**. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding). The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.

**Standards for Referral:** Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.

If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.

**Training Provision:** Discuss how training will be provided for the specific health and safety category. **Note:** Some health and safety categories, like OSHA, require training.

We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.

**Client Education:** Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. **Note:** Some health and safety categories, like mold and moisture, require client education.

Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file. Program participants will be provided safety information, including how to recognize depressurization.

**Disposal Procedures:** Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.

Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.

### Space Heaters, Stand Alone Electric

**Concurrence or Alteration:** Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. **Note:** Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.

Yes | Repair, replacement, or installation is not allowed. Removal is recommended.

**Funding:** State that DOE funds are being used or indicate that alternate funding sources will be used to address

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| <p>this particular health and safety category.</p> <p>DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.</p> <p><b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.</p> <p>Use state money where possible. Seek landlord contribution if this is a rental.</p>   |
| <p><b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.</p> <p>State of Alaska- Auditor/Inspectors will note the presence and condition of stand-alone electric space heaters on the assessment. The circuitry will be reviewed in order to ensure an adequate power supply, and any issues will be noted on the Assessment.</p>   |
| <p><b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.</p> <p>In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.</p> |
| <p><b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.</p>  |
| <p><b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.</p> <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p>          |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p> <p>Program participants will be provided verbal education regarding safety hazards related to stand alone electric space heaters.</p>   |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p> <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>  |

### Space Heaters, Unvented Combustion

**Concurrence or Alteration:** Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. **Note:** Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or

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| choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.  |   |
| Yes  | Removal is required, except as secondary heat where the unit conforms to ANSI Z21.11.2. Units that do not meet ANSI Z21.11.2 must be removed prior to weatherization but may remain until a replacement heating system is in place. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |   |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used. Provision of replacement heating systems will be subject to the DOE WAP SIR requirement.  |   |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |   |
| Defer the home   |   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |   |
| State of Alaska- Auditor/Inspectors will assess the presence and condition of unvented combustion space heating systems; perform CO testing during the initial audit assessment of the dwelling. Any presence, issues, and testing results will be noted on the assessment. The compliance of the unit with ANSI Z.21.11.2 requirements will also be assessed and noted on the assessment.   |   |
| WOM Chapter 5:<br><br>Provide and or check for proper ventilation for combustion systems, a clean chimney for wood stoves and adequate air space/shielding of combustible materials and insulation near heat producing sources. Weatherization activities will not be performed on homes with unvented combustion appliances (except for gas ranges), unless that appliance is removed or vented during the course of weatherization activities.   |   |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.   |   |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made <b>when it is possible to find other funding sources.</b> Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |   |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.  |   |
| N? A No referral for this situation.   |   |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.   |   |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.  |   |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health   |   |

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| and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.  |
| Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file. |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.  |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.   |

| <b>Space Heaters, Vented Combustion</b>  |                                |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances. |                                |
| Yes  | Should be treated as furnaces. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |                                |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.   |                                |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |                                |
| If the heating/air conditioning system repair or replacement is beyond the scope of DOE WAP, it will be addressed using alternate funding as described above.  |                                |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |                                |
| State of Alaska- Auditor/Inspector will make sure heating systems are present, operable and performing during the initial assessment of the dwelling. The Auditor will also determine if there are at-risk occupants. The diagnostic testing protocol for vented combustion space heaters is as follows: (WOM)   |                                |
| <b>14.0 Heating Systems</b>  |                                |
| Contractors should ensure that upon completion of weatherization services all dwelling units have a safe, operable, permanently installed, and adequate heating system.  |                                |
| <b>Heating System Defined:</b> Heating system is any component of a residential space heating system which:  |                                |
| a. Distributes heat (duct work, air handler, baseboard, pipes, or radiators).  |                                |
| b. Generates heat or controls combustion (furnace, boiler, space heater, or safety controls).  |                                |
| c. Ventilates products of combustion (flue, vent pipe, and chimney). <b>Section 5 Building Standards Weatherization Operations Manual.</b>   |                                |
| d. Stores and supplies fuel for the heating system (tank or fuel line).  |                                |
| <b>Adequate Heat Defined:</b> Heating facilities are considered adequate if they are capable of maintaining a room temperature of 65 degrees F in all habitable rooms and bathrooms when the outside design temperature is reached.  |                                |
| <b>14.1 Inspection and Testing of Heating Systems</b>  |                                |
| The Grantee shall inspect and test the heating system(s) in each dwelling unit for safe operation prior to delivering weatherization services. The Grantee shall document in the client file the condition of heating system prior to weatherization.  |                                |
| Proper clearances shall exist between combustible material and the heating unit. The client will be notified if any  |                                |

flammable material is stored next to a heating unit (i.e., rags, paper, etc.) All flammable materials stored near heating units should be immediately removed.

Provide and or check for proper ventilation for combustion systems, a clean chimney for wood stoves and adequate air space/shielding of combustible materials and insulation near heat producing sources. Weatherization activities will not be performed on homes with unvented combustion appliances (except for gas ranges), unless that appliance is removed or vented during the course of weatherization activities.

Provide repair of fuel leaks. If major gas leaks are encountered, ventilate the area, advise client to vacate the premises and immediately contact the local utility (call from neighbors phone in order to eliminate risk).

#### 14.1.1 Inspection of Electric Heating Systems

The minimum requirement for electrically heated dwelling units is:

- a. Visual inspection of the electrical system.
- b. Visual inspection of heating system clearances to combustibles,
- c. Visual inspection of air handler (if present).
- d. Verification that the system is permanently installed and securely attached to the floor, wall, or ceiling.

#### 14.1.2 Inspection and Safety Testing of Gas and Oil Heating Systems

The Grantee shall ensure that dwelling units with combustion appliances are tested in accordance with approved *Combustion Safety Test Maximum Depressurization Data Sheet*. (See WOM Section 6.) Refer to Section 5, *Combustion Appliance Zone Depressurization*. **Section 5 Building Standards Weatherization Operations Manual, Effective April 1, 2011 5-61 Revision 2** Sec 5 Rev 2.docx

### 14.2 Electric Heating System Service

Electric heating systems shall be serviced to:

- a. Correct hazards identified during initial inspection.
- b. Complete system checks and repairs detailed in the work order form.
- c. Improve distribution efficiency.

#### 14.2.1 Minimum Service, No Hazards

- a. Fan blades and cabinet of the air handler cleaned free of all visible dirt.
- b. Check and change furnace filter if necessary.

### 14.3 Gas and Oil Heating System Service

Gas and Oil fired heating systems shall be serviced to:

- a. Correct hazards identified during combustion safety inspection and testing.
- b. Improve combustion or distribution efficiency.

#### 14.3.1 The minimum service for a gas or oil heating system where no hazards have been identified:

- a. Check and change furnace filter if necessary.

### 14.4 Heating System Replacement

Heating system replacement is allowable when the Grantee determines that it is more cost effective to replace the heating system than it is to repair or replace inefficient, non-operable, unsafe components. Estimated repair costs, usable life, and efficiency considerations used to justify the decision to replace shall be documented in the client file.

#### 14.4.1 Replacement for Efficiency

Replacement of a gas or oil fired heating system is allowable to improve efficiency when justified using a Savings to Investment Ratio (SIR) greater than 1.0 as calculated by the computerized assessment tool. AkWarm The Annual Fuel Utilization Efficiency (AFUE) rating of the existing heating system shall be determined either from the manufacturer's information or by the type and age of the unit.

- a. The replacement cost shall be determined by the Grantee.
- b. Generate SIR using AkWarm software. **Section 5 Building Standards Weatherization Operations Manual.**

#### 14.4.2 Permit Required

Necessary permits shall be obtained prior to the replacement of the heating system. All applicable code regulations must be met as described in Section 1, *General Requirements*.

#### 14.4.3 Minimum Efficiency of New System

All new oil or gas heating systems installed shall have a minimum AFUE rating of 80%.

#### 14.5 Wood and Pellet Stoves

The Grantee shall assess solid fuel burning stoves for safety hazards. Assessor shall list recommended corrections, and corrections made, if any in client file.

##### 14.5.1 Information on Clean Burning Practices

The Grantee shall provide all clients with solid fuel burning information pamphlet on clean and efficient burning techniques.

#### 15.0 Heating and Cooling Ducts

All heating and cooling ducts located outside the heated envelope of the dwelling unit should be insulated to a minimum of R-8. Where determined necessary by diagnostic testing, leakage in ducts will be reduced to lowest practical level. When ducts are insulated or sealed they must meet the requirements detailed in this section.

**Standards for Deferral:** Describe when deferral should take place for the specific health and safety category.

In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made **when it is possible to find other funding sources**. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding). The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.

**Standards for Referral:** Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.

If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.

**Training Provision:** Discuss how training will be provided for the specific health and safety category. **Note:** Some health and safety categories, like OSHA, require training.

We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.

**Client Education:** Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. **Note:** Some health and safety categories, like

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| mold and moisture, require client education.   |  |
| Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file. |  |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.  |  |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.   |  |

| <b>Spray Polyurethane Foam (SPF)</b>   |  |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.   |  |
| Yes  | Use EPA recommendations (available online at <a href="http://www.epa.gov/dfe/pubs/projects/spf/spray_polyurethane_foam.html">http://www.epa.gov/dfe/pubs/projects/spf/spray_polyurethane_foam.html</a> ) when working within the conditioned space or when SPF fumes become evident within the conditioned space. When working outside the building envelope, isolate the area where foam will be applied, take precautions so the fumes will not transfer to inside conditioned space and exhaust fumes outside the home. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |  |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.   |  |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |  |
| N/A  |  |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |  |
| <p><b>Based on the EPA Recommendations, below are the standards to be followed by Alaska's Service Providers:</b></p> <p><b>Steps to Control Exposures</b></p> <p>Safe work practices should be in place to <u>avoid exposure at every stage of SPF installation</u>. Building occupants and other trade workers not involved in the SPF installation should vacate the premises during installation of various <u>types of SPF products</u> in consultation with the contractor.</p> <p>To prevent <u>chemical exposures</u> during and after installation, SPF applicators and helpers should use "best practices" based on the <u>type of SPF product</u> applied as recommended by the manufacturer, including: Review product ingredients and use information, such as Safety Data Sheets (SDSs)</p> <ul style="list-style-type: none"> <li>• Vacate building occupants and other trade workers who are unprotected</li> <li>• Isolate the work site</li> <li>• Wear prescribed personal protective equipment             <ul style="list-style-type: none"> <li>▪ Chemical resistant (nitrile) gloves</li> <li>▪ Appropriate respirator</li> <li>▪ Chemical resistant clothing</li> </ul> </li> <li>• Ventilate the work site</li> </ul> |  |

- Clean the area thoroughly before re-entry of unprotected workers or occupants

These "best practices" are a starting point to help professional applicators use SPF products more safely; this Web site will be updated with more specifics on "best practices" as EPA identifies and/or develops them. The two-component high-pressure kit is a professional system and should only be used by a trained applicator. Homeowners who decide to conduct a do-it-yourself project using the two-component low-pressure kit or the one-component can of spray foam should use the same safe work practices, techniques, and precautions that professionals would use. Read more information on the [types of SPF products and applications](#) and read the Safety Data Sheet and product information for proper procedures and appropriate protection specific to each type of application.

#### **Building Occupants and Other Workers Should Vacate During SPF Installation**

During SPF installation, other trade workers and building occupants should vacate the premises. Re-entry should be restricted until the building has been adequately ventilated and thoroughly cleaned.

Building occupants and unprotected trade workers in buildings where SPF is being installed could be exposed both through their skin and through inhalation to residual vapors, aerosols and dust particles generated during the SPF installation process.

Partial weatherization is appropriate in cases where the occupant and/or weatherization worker's health and safety are not put at risk.

**Standards for Deferral:** Describe when deferral should take place for the specific health and safety category.

In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made **when it is possible to find other funding sources**. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion.

**Standards for Referral:** Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.

If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.

**Training Provision:** Discuss how training will be provided for the specific health and safety category. **Note:** Some health and safety categories, like OSHA, require training.

We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.

**Client Education:** Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. **Note:** Some health and safety categories, like mold and moisture, require client education.

Program participants will be notified prior to use of two-part foam and any precautions that may be necessary

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| during provision of weatherization services.  |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.   |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.  |
| <b>Ventilation</b>  |
| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is “required” or “not allowed” through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances.  |
| Yes   |
| ASHRAE 62.2 is required to be met when performing weatherization activity (   |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.  |
| DOE and/or funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers.  |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.  |
| If the issue(s) is determined to be beyond the scope of DOE WAP due to the expenditure, alternate funds will be used in order to comply with ASHRAE 62.2-2013 or if AHFC chooses to other funds for all Health and Safety, compliance with ASHRAE 62.2-2013 will be required.   |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.   |
| Alaska is developing recommended procedures to meet 62.2 in the weatherization program. Currently Alaska requires controlled ventilation in each home that is weatherized so most subgrantees are installing a low flow, continuous run fan (Panasonic or equivalent) in each home that is attached to a control module of some sort (smart switch, humidistat, motion sensor, etc. To meet 62.2 occupants will be advised to run the fan that is identified for whole house ventilation continuously to ensure adequate ventilation. We are in the process of reviewing and adopting a calculation sheet that will be used to determine the appropriate CFM. All homes must have a range hood if the cook stove is a combustion appliance and it must be vented to the exterior and can be used as part of the whole house ventilation strategy.       |
| <b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.  |
| In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made when it is possible to find other funding sources. Several of the weatherization agencies have multiple funding sources that allow for repairs. If not, other local agencies will be tapped (if and when they have relevant funding. The reality is that there is in most cases no one else to refer people to for additional work. Alaska Housing and its subgrantee agencies are in most cases the last resource available. No weatherization measures, which may aggravate a hazardous situation, will be installed unless all necessary repairs and /or upgrades to heating system will be made prior to job completion. |
| <b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.   |
| If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases  |

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| there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.   |
| <b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.  |
| We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge. |
| <b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.  |
| Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file. Program participants will be provided information on the function, use, and maintenance of ventilation system/components.  |
| <b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.   |
| Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.  |
| <b>ASHRAE 62.2 Compliance:</b> Provide a narrative describing implementation of ASHRAE 62.2, which will be required during the 2012 program year. Grantees must provide justification if making changes to AHRAE 62.2 specific to their housing stock and local considerations.   |
| Alaska has developed protocols for implementing and providing training related to the requirements of ASHRAE 62.2-2013 in preparation of implementation 4-1-14. Any justification of changes specific to housing stock and local considerations will be presented to DOE once the protocols are developed by Alaska for review and approval.  |

| <b>Window and Door Replacement, Window Guards</b>  |  |
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| <b>Concurrence or Alteration:</b> Check if you concur with existing guidance from WPN 11-6 or if you are using an alternative action/allowability. Include the guidance action/allowability from WPN 11-6 or alternative guidance in the space provided. Alternatives must be explained and comply with DOE guidance. <b>Note:</b> Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 11-6, the grantee must concur or choose to defer all units where the specific issue is encountered. Allowable items under WPN 11-6 leave room for determining if the issue or testing will be addressed and in what circumstances. |  |
| Yes  | Replacement, repair, or installation is not an allowable health and safety cost but may be allowed as an incidental repair or an efficiency measure if cost justified. |
| <b>Funding:</b> State that DOE funds are being used or indicate that alternate funding sources will be used to address this particular health and safety category.   |  |
| DOE funds can be used in the Health and Safety category to accomplish this. Follow Safe Work Practice to protect workers. Under regular weatherization state funds can also be used.   |  |
| <b>Beyond Scope of DOE WAP:</b> Describe how the issue will be treated if beyond the scope of DOE WAP.   |  |
| Door(s) and window(s) replacement or repair will be provided with alternate funding if they are not considered incidental repairs or do not meet the SIR requirement of 1.0 or greater if funding is available.  |  |
| <b>Standards for Remedy:</b> Describe the standards for remedy of the health and safety category, including testing protocols. Also include when partial weatherization would be appropriate. <b>Note:</b> Some health and safety categories, like combustion gases, require testing.  |  |
| State of Alaska- Auditor/Inspectors will assess the condition of windows and doors during the initial audit  |  |

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| <p>assessment. Any issues will be noted on the assessment. The energy efficiency of repair or replacement will be determined using the energy audit. Partial weatherization is acceptable in cases where the window and door replacement does not affect other provided measures in a negative way and their condition is an acceptable thermal/pressure boundary.</p>   |
| <p><b>Standards for Deferral:</b> Describe when deferral should take place for the specific health and safety category.</p>  |
| <p>In situations where the deficiencies beyond the scope of weatherization exist (including major repairs and replacement costs in excess of allowable limits), the participant will be notified and suggestions will be made when it is possible to find other funding sources.</p>   |
| <p><b>Standards for Referral:</b> Describe when referral should take place for the specific health and safety category. If possible, include associated referral agencies.</p>   |
| <p>If there is an existing program that can help the client a referral will be made. Some of our agencies have multiple funding sources for housing improvement and these funds will be used if the client fits the criteria. In many cases there are no other programs and we are pretty much the last contacts this client has for help. We do everything we can to help them using our state funds. Referrals are on a case by case basis and other resources vary greatly by the region or community where work is being performed.</p>  |
| <p><b>Training Provision:</b> Discuss how training will be provided for the specific health and safety category. <b>Note:</b> Some health and safety categories, like OSHA, require training.</p>  |
| <p>We have a long term association with Alaska Works Partnership and other training entities to provide every kind of relevant training for the weatherization program on an ongoing basis. Participants can utilize DOE funds for travel and training costs. The detailed list of training classes is listed in our state plan and includes: RRP, other lead, mold, wx. Tech 1 and 2, building analyst, blower door 1 and 2, crew chief, basic carpentry, OSHA, etc. Because we have huge turnover in the rural workforce and because our state is so large geographically, training continues to be offered regularly. We do not require certification at this point, but we highly encourage that all workers take training each year to expand their skill sets and knowledge.</p> |
| <p><b>Client Education:</b> Discuss what specific steps will be taken to educate the client, if any, on the specific health and safety category if this is not explained elsewhere in the State Plan. <b>Note:</b> Some health and safety categories, like mold and moisture, require client education.</p>  |
| <p>Program participants whose dwelling is deferred due to conditions beyond the scope of the weatherization program will receive an acknowledgement of why the weatherization measures cannot be provided and what remediation needs to be verified prior to receiving weatherization services. The acknowledgement will be signed by the program participant. A copy of this acknowledgement will be retained in the participant file. Program participants living in pre-1978 housing will receive education regarding the risks of lead paint. See Lead Paint section of this Plan for more detail on this item.</p>  |
| <p><b>Disposal Procedures:</b> Provide disposal procedures or indicate where these procedures can be found in the Plan or Field Standards.</p>   |
| <p>Disposal of any materials must meet applicable federal, state and local code. Disposal of refrigerants, leaded building materials, and other hazardous or toxic materials will comply with current federal, state, and local codes. There are a variety of disposal forms in our WOM dealing with the various kinds of disposal on the job site.</p>  |