

CITY OF PHILADELPHIA  
DEPARTMENT OF PUBLIC HEALTH

**ASBESTOS PROJECT INSPECTOR  
(INITIAL) COURSE  
APPLICATION**

**DO NOT WRITE BELOW • FOR OFFICE USE ONLY**

API NUMBER:

APPLICATION COMPLETE?

Acceptable  Unacceptable (Why?)

CHECK#

RECEIVED:

ENTERED:

EXPIRATION DATE:

**May 31,**

**SEND TO:** Arlene Nellons  
PHMC  
260 South Broad Street, 17<sup>th</sup> Floor  
Philadelphia, PA 19102  
Phone (215) 985-2551  
Fax (215) 985-6294  
*anellons@phmc.org*

APPLICANT INFORMATION (PLEASE PRINT)  
NAME:

STREET ADDRESS:

CITY:

STATE:

ZIP CODE:

PHONE:

E-MAIL ADDRESS:

APPLICANT EMPLOYER INFORMATION:  
COMPANY NAME:

STREET ADDRESS:

CITY:

STATE:

ZIP CODE:

PHONE:

Note: information below will be used to determine eligibility for API course. Certification is dependent on successful completion of course.

Attachments: please label all attached documentation as listed below. (Include attachments A through D).

- A. Evidence of associates degree/environmental assessment experience.
- B. Evidence of air monitoring course/air monitoring experience.
- C. Certificate from department approved project supervisor course or two years of experience in monitoring asbestos abatement activities.
- D. List laboratory affiliations (name, address, telephone number).

**Please make sure that a check made payable to "PHMC" is submitted with this application in the amount of \$175.00**

**Make sure to include your letter from your employer authorizing you to use their Business Tax Account Number and Business Privilege License Number.**

I hereby certify that the foregoing statements are true and furthermore, that I will use only Analytical Testing Laboratories certified by the Department of Licenses and Inspections to perform analysis. This certification is made subject to the penalties set forth in 18 P.A.C.S. §4909 relating to unsworn falsification to authorities.

SIGNATURE OF APPLICANT:

DATE:

APPROVED BY:

DATE:

## **ASBESTOS PROJECT INSPECTOR COURSE APPLICATION**

Contact Richard Annunziato at (215) 685-9458 for next course date.

The fee for the API course is \$175.00 A check for \$175.00 made payable To: "PHMC" must be attached to the application. ONCE AN APPLICATION IS APPROVED, THIS FEE IS NOT REFUNDABLE. If you are unable to attend your scheduled course, you may request to attend the next scheduled course. The examination will be given at the end of the class and you will have sixty minutes to answer all the questions. The test will cover information presented in the Asbestos Control Regulations, the API Manual, the class lecture, and any other information we feel you must know in order to properly perform your job as an API.

Successful completion of the course and examination are requirements for API certification. For more information on the requirements for certification, refer to the "Philadelphia Asbestos Control Regulations." Applicants who are approved for the course will receive a package of materials including an API license application. The completed application and the required \$175.00 annual license fee, will be collected during the course. All Philadelphia Asbestos Project Inspector licenses expire May 31 of each year.

Persons meeting ALL the requirements for Asbestos Project Inspector should submit an application using the checklist below as a guide. Documentation for attachments A through D is required. Applications must be complete! Applicants deficient in any of the necessary requirements WILL NOT be admitted on a provisional basis.

### Instructions

1. Fill in applicant name, mailing address, home & work telephone numbers including area codes and company name.
2. Include the course fee of \$175.00. Only check or money orders made payable to "PHMC" will be accepted. DO NOT SEND CASH! Information concerning certification fees will be provided at the course.
3. Sign application. All applications MUST be signed and dated or they will be returned.

### **Application Checklist** **A COMPLETED APPLICATION MUST INCLUDE ALL OF THE FOLLOWING:**

- A. Completed Asbestos Project Inspector/Certification Application Form.

Copies of the following required documents, labeled accordingly:

- B. EVIDENCE OF ASSOCIATE DEGREE / ENVIRONMENTAL ASSESSMENT EXPERIENCE

A transcript or diploma documenting, at a minimum, an Associate's degree in Biology, Chemistry, Industrial Hygiene, Environmental Science or related field OR a signed letter from a current or former employer on company letterhead documenting at least one year of experience in performing environmental assessment activities in industrial hygiene or environmental science. INCLUDE: Job name, dates, contact, phone # and specific description of responsibilities.

- C. EVIDENCE OF AIR MONITORING COURSE / AIR MONITORING EXPERIENCE

A certificate or transcript documenting successful completion of a course in air monitoring methods which consist of a minimum of 30 contact hours and include hands-on experience using and calibrating various types of air monitoring equipment or a list of projects documenting at least 6 months of employment experience performing air monitoring which included at least thirty (30) hours of on the job training. INCLUDE: Job name, dates, contact, phone # and specific description of responsibilities.

- D. CERTIFICATE FROM DEPARTMENT APPROVED SUPERVISOR COURSE

A certificate from a project supervisor course approved by the Environmental Protection Agency (EPA) or the Philadelphia Department of Public Health OR two years experience in continuous monitoring asbestos abatement activities. INCLUDE: a chronological listing by building owner name, location, contact name and phone number.

- E. LIST OF LABORATORY AFFILIATIONS (Name, Address, Phone Number)

A list of resources and methods that the applicant will use to insure that appropriate monitoring procedures are followed. List ALL lab affiliations for PCM, TEM and PLM analysis and all laboratory accreditation numbers.

MAIL YOUR COMPLETED APPLICATION TO:      Arlene Nellons  
PHMC  
260 South Broad, 17<sup>th</sup> Floor  
PHILADELPHIA, PA 19102

**IF YOU HAVE ANY QUESTIONS ABOUT THE ABOVE INFORMATION, CALL (215) 685-9458.**