

**Maine DHHS, Radon Section**  
**Application For Individual/Employee Radon Service Provider Registration**

*Use this form for initial employee registration  
Or to add a radon service authority to an existing/current employee registration*

***Section 1- Persons Information***

**Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_ **M.I.:** \_\_\_\_ **Suffix (Jr, Sr, etc):** \_\_\_\_\_

**Date of Birth (MM/DD/YYYY):** \_\_\_\_\_

**Name of Maine-registered radon company (or applicant company) you will work for:**

\_\_\_\_\_

**Company Mailing address:** \_\_\_\_\_

\_\_\_\_\_

**Company Street address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Company Maine Radon Service Provider ID:** \_\_\_\_\_ **OR**

Check here if Company is applying for Maine Radon Service Provider registration (application attached) \_\_\_\_\_

**Check here if this is an application to add an authority to an existing employee registration:** \_\_\_\_\_

**If applicable- current active employee Maine radon service provider registration ID:** \_\_\_\_\_

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***Section 2- Radon Service History***

Provide all information requested. Attach additional pages as necessary

List current or past licenses, registrations, certifications or other credential from any radon regulatory, certification, or oversight agency or organization. Include regulatory/certification/agency or organization name and contact information and details of the radon license, etc. including initiation date, renewal date(s), radon services and standing at time of termination/expiration:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*(continued on page 2)*

For the period covered by the above noted radon credential(s), provide details of any customer complaints and/or agency enforcement actions initiated or concluded and the outcome of the complaint or enforcement action. Attach documents relevant to complaints and resolutions including but not limited to Better Business Bureau complaints and court documents

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Did the individual/employee provide radon services in another state, territory or country where radon licensing, certification , etc. is not required? (Yes) (No) \_\_\_\_\_

If Yes, provide the name of the employer, state, territory, or country and the address, phone number, email, and other contact information used while providing radon services there. \_\_\_\_\_

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If Yes, provide details of the radon services provided, numbers of customers that received radon services, numbers and reasons for complaints filed by customers or agencies or governments in that state, territory or country. Attach documents relevant to complaints and resolutions including but not limited to Better Business Bureau complaints and court documents. \_\_\_\_\_

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Non-radon activities: Please provide a listing of individual/employee non-radon professional licenses currently held or held within the past five years. Include details of any customer complaints and/or licensing agency enforcement actions initiated or concluded and the outcome of the complaint or enforcement action. Attach documents relevant to complaints and resolutions including but not limited to Better Business Bureau complaints and court documents. \_\_\_\_\_

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Has the individual/employee provided radon services in Maine without an active Maine radon service provider registration? \_\_\_\_\_. If so, were they reported to the Radon Section? \_\_\_\_\_. If not reported, attach documentation to support non-registered radon activities. Please note: providing radon services in Maine without an active radon service provider registration is a violation of Maine law and radon regulations. Submitting documentation of non-registered radon services will result in a written warning to never again provide radon services without an active registration, and will be used in any enforcement action fur future nonregistered radon services. However, failure to report non-registered radon services, when discovered, will result in immediate suspension or revocation of radon registration; or if during renewal, will result in denial of renewal; and all your attempts to obtain future Maine radon service provider registration will be denied.

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*(continued on page 3)*

***Section 3- Registrations Requested***

**Radon service provider registrations requested:**(Note: no radon services or service authorities can be requested unless your company has, or is applying for, registration to provide that service or authority.)

**I am requesting registration to provide (select only one per application):**

**Small Residential Services** (Attach proof of entry-level training to this application)

**Specialist Services** (Attach proof of advanced training/experience to this application)

**Supervised Radon Services** (Attach required Supervisor information to this application)

**And request the following radon service authorities (check all that apply for this application):**

**Testing - Air**

**Testing- Water**

**Mitigation - Air**

**Mitigation - Water**

**I am the Principal Tester (aka owner) or Principal Mitigator (aka owner) of the radon service company I will work for. (Note only one Principal per company; if replacing a Principal, the Maine registration for that Principal will be terminated unless that registration is changed to a non-Principal registration prior to, or with, the application for a new Principal.)**

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***Section 4- Required Attachments***

**Training Documentation:** Applicable documentation required for each application. Refer to the Maine Air & Water Radon Service Provider Proficiency Criteria document for additional details on required documentation.

**Individual/Employee entry-level training and exam documentation:**

Attach appropriate NRPP or NRSB-approved entry level training course completion certificates, proof of passing appropriate NRPP or NRSB certification exams, and exam topic area break downs. Note: if formerly employed by another Maine registered company, also include any CE credits that would have been due at time of next renewal

**Advanced/Specialist-level training or experience documentation:**

Attach appropriate NRPP or NRSB-approved entry level and advanced level training course completion certificates, proof of passing appropriate NRPP or NRSB certification exams, and exam topic area break downs; OR entry level course and exam certificates etc. and documentation of assisting in evaluating, planning, and conducting radon services in a minimum of five large or complicated buildings, which is signed by the specialist you assisted.

**(Note: Specialist training or experience must correspond to the Specialist testing quality assurance or mitigation building evaluation procedures previously submitted by your company.)**

**Supervised employee documentation:**

Attach required Supervised Employee statement for each Supervised Employee.

**NOTICE:** THIS APPLICATION AND ALL SUPPORTING DOCUMENTS MUST BE ATTACHED TO THE CHECK COVERING ALL FEES. ANY APPLICATION OR FEES RECEIVED SEPARATELY WILL BE

RETURNED TO SENDER.

(continued on page 4) **Non-**

**refundable Application Fees:** Required for each employee application, covering new registrations or additions/changes to current registrations. See Fee Schedule on Page 5.

Mitigator fees enclosed: \_\_\_\_\_(Pro-rated? Y/N\_\_\_\_\_)

Tester fees enclosed \_\_\_\_\_(Pro-rated? Y/N\_\_\_\_\_)

Supervised Mitigator fees enclosed \_\_\_\_\_(Pro-rated? Y/N\_\_\_\_\_)

Supervised Tester fees enclosed \_\_\_\_\_(Pro-rated? Y/N\_\_\_\_\_)

Total non-refundable fees enclosed for this application:\_\_\_\_\_

**Your application fees must accompany your application.**

If your application is approved, your application fees will serve as your registration fees; and your registration will expire on the same day as the Company registration expires.

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\* **Questions.** Please submit questions to the radon section at 207-287-5676, or send your question via email to [radon.dhhs@maine.gov](mailto:radon.dhhs@maine.gov).  
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**PLEASE NOTE:**

- 1) The Maine radon service provider registration year is from October 1 to September 30.
- 2) When applying for initial registration after April 1 and before July 31, the non-refundable application fees for that registration year are pro-rated by half. The fee schedules on page 5 reflect applicable pro-ration.
- 3) No applications for initial radon service provider registration will be processed during August or September. Any applications received during these two months will be held until October 1 for review and processing.

**SEND COMPLETED APPLICATION AND NON-REFUNDABLE REGISTRATION FEES TO:**

RADON SERVICE PROVIDER REGISTRATION  
RADIATION CONTROL PROGRAM  
#11 STATE HOUSE STATION  
AUGUSTA, ME 04333-0011

PLEASE MAKE CHECKS PAYABLE TO: **Treasurer, State of Maine**

NOTICE: THIS APPLICATION AND ALL SUPPORTING DOCUMENTS MUST BE ATTACHED TO THE CHECK COVERING ALL FEES. ANY APPLICATION OR FEES RECEIVED SEPARATELY WILL BE RETURNED TO SENDER.

*Application Continued on Pages 5 through 7.*

**Non-Refundable Individual/Employee Radon Service Provider Registration Application Fees:  
Fees when the employee is being Registered at the same time as Company initial Registration:**

**Principal Tester (owner) or Principal Mitigator (owner)- (air, water, or both)**

No fee-( included in Company fee)

**Small residential or Specialist Tester: (air, water, or both)**

\$150 (air, water, or both) (Pro-rated fee after April 1 and before August 1: \$75)

**Small residential or Specialist Mitigator: (air, water, or both)**

\$ 75 (air, water, or both) (Pro-rated fee after April 1 and before August 1: \$37.50) **Supervised**

**Tester: (air, water, or both)**

\$100 (air, water, or both) (Pro-rated fee after April 1 and before August 1: \$50)

**Supervised Mitigator: (air, water, or both)**

\$ 50 (air, water, or both) (Pro-rated fee after April 1 and before August 1: \$25)

**Fees when a new employee is being Registered to work for a Company which is currently Registered; or  
when adding a service to a current Employee registration:**

**Principal Tester (owner) or Principal Mitigator (owner)- (air, water, or both)**

No fee-(included in Company fee)

**Small residential or Specialist Tester (air, water, or both)**

\$ 75 if the company registration ends between 2 months and 6 months from the date this application is signed.

\$150 if the company registration ends between 6 months and 1 year from the date this application is signed.

\$225 if the company registration ends between 1 year and 18 months from the date this application is signed.

\$300 if the company registration ends between 18 months and 2 years from the date this application is signed.

**Small residential or Specialist Mitigator -(air, water, or both)**

\$37.50 if the company registration ends between 2 and 6 months from the date this application is signed.

\$ 75 if the company registration ends between 6 months and 1 year from the date this application is signed.

\$112.50 if the company registration ends between 1 year and 18 months from the date this application is signed.

\$150 if the company registration ends between 18 months and 2 years from the date this application is signed.

**Supervised Tester (air, water, or both)-** Statement of supervision also required- see page 6

\$ 50 if the company registration ends between 2 months and 6 months from the date this application is signed.

\$100 if the company registration ends between 6 months and 1 year from the date this application is signed.

\$150 if the company registration ends between 1 year and 18 months from the date this application is signed.

\$200 if the company registration ends between 18 months and 2 years from the date this application is signed.

**Supervised Mitigator (air, water, or both)-** Statement of supervision also required- see page 6

\$ 25 if the company registration ends between 2 months and 6 months from the date this application is signed.

\$ 50 if the company registration ends between 6 months and 1 year from the date this application is signed.

\$ 75 if the company registration ends between 1 year and 18 months from the date this application is signed.

\$100 if the company registration ends between 18 months and 2 years from the date this application is signed.

**PLEASE REMEMBER:**

1) The Maine radon service provider registration “year” is from October 1 to September 30.

2) No applications for initial radon service provider registration or changes to existing/current radon service provider registrations will be processed during August or September. Any applications received during these two months will be held until October 1 for review and processing.

**NOTICE:** THIS APPLICATION AND ALL SUPPORTING DOCUMENTS MUST BE ATTACHED TO THE CHECK COVERING ALL FEES. ANY APPLICATION OR FEES RECEIVED SEPARATELY WILL BE RETURNED TO SENDER.

***Section 5- Applicant Certification/Attestation/Agreement***

By submitting this application, the applicant is agreeing to abide by all Maine radon laws and regulations; all laws relating to or referenced in Maine radon laws and regulations; and all other Maine laws or regulations that may limit the applicant’s ability to undertake some actions related to radon services including but not limited to professional licensing laws. Additionally, by submitting this application:

Registered Testers are agreeing to adhere to the requirements and procedures specified in the US EPA INDOOR RADON AND RADON DECAY PRODUCT MEASUREMENT DEVICE PROTOCOLS (EPA-402-R-92-004); and the US EPA Protocols For Radon And Radon Decay Product Measurements In Homes (EPA 402-R-92-003); and the US EPA Radon Measurement in Schools (EPA 402-R-92-014); and the AARST/ANSI Protocol for Conducting Radon and Radon Decay Product Measurements In Multifamily Buildings (ANSI/AARST MAMF 2010 or ANSI/AARST MAMF 2012).

Registered Mitigators are agreeing to adhere to the requirements and procedures specified in ASTM E 2121–03 Standard Practice for Installing Radon Mitigation Systems in Existing Low-Rise Residential Buildings; and ASTM E 1465-08A Standard Practice for Radon Control Options for the Design and Construction of New LowRise Residential Buildings; and the EPA Radon Prevention in the Design and Construction of Schools and Other Large Buildings (EPA/625/R-92/016).

“I certify that the information contained in this application and all other attached information is accurate and correct, and understand that providing false or inaccurate information is grounds for denial of registration or of suspension, revocation, or non-renewal of a Maine radon service provider registration. I further certify that I will comply with all Maine radon laws and regulations; all other relevant Maine laws and regulations; and all protocols, standards, and procedures required or recommended by Maine laws, regulations, or official guidance. I understand that failure to comply with said laws, regulations or guidance is grounds for suspension, termination, or non-renewal of Maine radon service provider registration.”

_____	_____
Printed Name	Title
_____	_____
Signature	Date

**Company Request For Individual Radon Registration Associated With Company Registration**

As the designated representative of (insert company name)\_\_\_\_\_,  
Maine radon service provider company registration ID (insert company radon registration ID)\_\_\_\_\_  
I request that the individual identified in the previous pages of this application be registered as an employee or owner of this company. Additionally, I certify that this individual and all other individuals registered to provide radon services as employees or owners of this company shall comply with all Maine radon laws and regulations; and all other relevant Federal, State and/or local laws and regulations. I understand that failure to comply with said laws and regulations is grounds for suspension, revocation, or non-renewal of Maine company and/or individual radon service provider registration. All required fees and supporting documents are attached to this application.”

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Supervised Employee Information and Statements  
(Only one employee per statement)  
**Must be attached to the completed Employee application**

\_\_\_\_\_ is a supervised radon worker and is not trained in the radon work for which he/she is registered. When performing radon work, he/she operates under supervision in a client's building, has no decision making authority, does not assist in planning the activities to take place at the work site, operates from a simple list of instructions that he/she is not permitted to deviate from in any way, and any problems or deviations from the planned activity at each individual work site will be handled in person and on site by the Supervisor. This means that the supervised employee will never go to the radon work site unless the Supervisor has already gone to the work site and already fully evaluated the site to determine what radon activities will occur or the Supervisor brings the supervised employee to begin radon activities after the Supervisor has fully evaluated the work site to determine what radon activities will occur; and that the supervised employee will not conduct any form of evaluation or collect any information necessary to decide what radon services or activities will occur at the job site; and the supervised employee will not explain radon activities or results or outcomes to clients; and the supervised employee will not inform clients of radon activities; and the supervised employee will only perform basic, non-technical actions which could be performed by any day laborer.

The person supervising and responsible for all radon work done by this supervised employee is:

\_\_\_\_\_  
Printed Supervisor Name

\_\_\_\_\_  
Supervisor Maine

\_\_\_\_\_  
Company Maine

Radon Registration Number    Radon Registration Number

Note: If the Supervised Employee application accompanies the registration application for the Supervisor and/or the Company, for Maine Radon Registration Number insert "Application submitted" and the date submitted.

"I understand I am responsible for supervising the above named supervised radon worker, understand the limits of supervised radon workers, and understand that allowing or requiring them to work beyond the scope or authority intended for a Supervised Employee will result in suspension, non-renewal, or termination of my Maine radon service provider registration and that of the above named Supervised Employee"

\_\_\_\_\_  
Signature of Supervising individual

\_\_\_\_\_  
Date

**Radon Section Use Only:**

Company radon registration:\_\_\_\_\_

Supervisor radon registration ID:\_\_\_\_\_

Supervised employee radon registration ID:\_\_\_\_\_

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