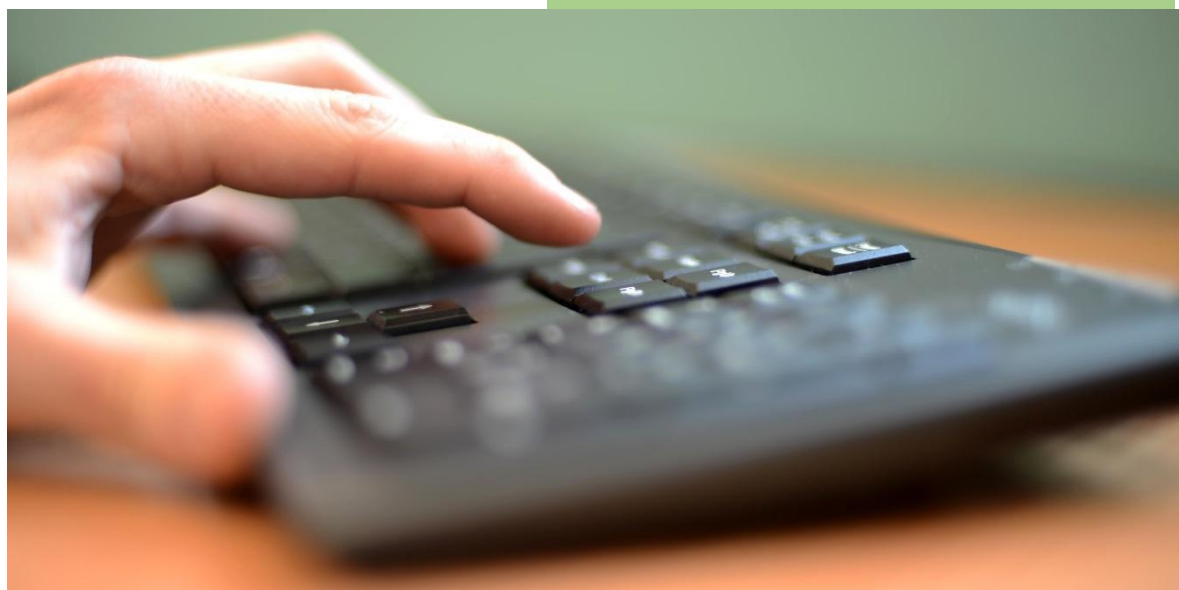


Asbestos Notification System



Iowa Department of Natural
Resources
Air Quality Bureau
3/7/2017



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Getting Started

How to Use this Guide

Use the Table of Contents to jump directly to the relevant section

Whenever you see  click the button to get additional instructions

Go to Web Site

The Asbestos Notification System starts from <https://programs.iowadnr.gov/asbestos/>

Create Account

All new users will need to create a new account

An account registers you with the system and protects the security of your activity

Registered Public Users

New public users need to complete the following five steps:

1. Create Account
 - 1.1. Establish username and password
 - 1.2. Provide contact information
 - 1.3. Select 5 security questions
2. Complete Email Verification
 - 2.1. Receive email from Asbestos Notification System
 - 2.2. Verify email address is valid by clicking embedded link
 - 2.3. Log In
3. Request Notification Submission Rights
4. Complete Identity Proofing
 - 4.1. Begin identity proofing
 - 4.2. Establish identity from user information
 - 4.3. Request proof of identity from third party
5. Complete Electronic Signature
 - 5.1. Begin electronic signature
 - 5.2. Review and sign Electronic Signature Agreement
 - 5.3. Accept certification of truth and accuracy
 - 5.4. Log In
 - 5.5. Answer security question
 - 5.6. Sign file



Step-by-Step Instructions


Create Account

Home Help About Us Contact Log In Create Account

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Welcome to the State of Iowa Asbestos Notification System. This system allows contractors to electronically submit notifications for asbestos abatement, demolition, renovation, training fires, and building burns. If you already have an account, you can log in below. Otherwise, click the Create Account button.

Building Owners and Managers



Log In

For Existing Accounts

[Forgot Password](#)

Create Account

Why is this needed? You must create an account in order to submit your notifications electronically to the Iowa DNR. Creating an account will protect the security of your submissions and prevent unauthorized individuals from accessing your information.

Click the *Create Account* button

Complete the form *Register Account*

Username/Password

* Username(Email)

* Password

* Confirm Password

- Password must:
- Begin with a letter
 - Be between 8 and 15 characters - Not contain the User ID
 - Not contain the word 'password'
 - Contain only letters and numbers
 - Contain at least one lowercase and one uppercase letter
 - Contain at least one number

Username is your complete email address

Password must be between 8 and 15 characters **and** begin with a letter

Password must contain at least one number, lowercase and uppercase letter

Password **cannot** use special characters

Password **cannot** contain your username or the word 'password'

Passwords expire every 60 days

Reset your password by clicking the *Forgot Password* link above the *Log In* button




Contact Information

* First Name

* Last Name

* OrganizationName

* Please search Organization by clicking on Search Organization button



* Address

Address 2

* City

* State

* Zip Code

* Primary Phone

Cell Phone



Enter your first and last name

Click the *Search Organization* button

Search for your organization by Company Name or Address

Enter a primary phone number

If your primary phone is not a cell phone, please provide a cell phone number

Security Questions

* Security Question 1

* Answer

* Security Question 2

* Answer

* Security Question 3


* Answer

* Security Question 4

* Answer

* Security Question 5

* Answer



Select 5 questions that only you can answer and click the *Create Account* button

Answers must be minimum of 4 characters long



The system will go to the *Manage Account* screen and display your Username and Contact Information

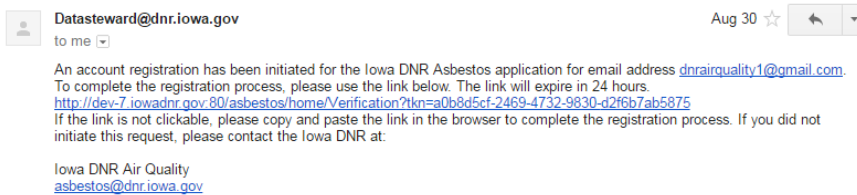
You will see this message

**To complete your account registration, you must complete the Email Verification Step*

Resend Email Verification

You can close your browser

Complete Email Verification



Go to your email account and open “Iowa DNR Asbestos User Verification”

Click the link embedded in the email and you will go to the *Manage Account* screen

Complete the steps below for requesting notification submission rights

These steps only need to be done one time

Request Notification Submission Rights

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Manage Account

** Your account has been registered and you have rights to input Notification data and view Notifications for which you have been granted rights. You do not have rights to do the official submission of Notifications. To request rights to submit Notifications, click the 'Request Notifications Submission Rights' button.*

Request Notification Submission Rights

Registering a username grants you the ability to create notifications

Responsible Officials need additional rights to submit notifications and this requires proof of identity and an electronic signature

Identity Proofing protects the integrity of your notifications

The Electronic Signature Agreement is legally binding similar to a wet ink signature on paper notifications

Click the *Request Notification Submission Rights* button and the system will go to the identity proofing step

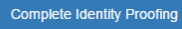
Complete Identity Proofing



IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Manage Account

* To do the official submission of Notifications, you must first complete the Identity Proofing step, then create an Electronic Signature Agreement.



Click the *Complete Identity Proofing* button

Complete the form *Establish Proof of Identity*

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Establish Proof of Identity

As a Responsible Official, you are required to establish proof of identity using LexisNexis® Services prior to signing/submitting electronic reports through Asbestos Notification System. Please verify the information below is correct before proceeding.

NOTE: In using LexisNexis® electronic identity proofing service, Iowa DNR will neither store nor have access to your personal information.

User Information

UserName dnrairquality2@gmail.com

FirstName Joe

LastName Smith

I have reviewed the name presented above and I would like to proceed with LexisNexis® identity proofing.



Click the checkbox “I have reviewed the name presented above and I would like to proceed with LexisNexis® identity proofing”

Click the *Proceed* button

Complete the form *Request Proof of Identity*



IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Request Proof of Identity

Personal Information

Iowa DNR will neither store nor have access to your personal information.

MM/DD/YYYY

* First Name

* Last Name

Middle Initial

* Last 4 of SSN

* Date of Birth (MM/DD/YYYY)

* Mailing Address

* City

* State

* Zip

* Phone

 [Request Identity Proof](#)

Identity proofing is based on your personal information

DNR **does not** retain this information

Enter your personal mailing address **not** your company mailing address


Click the *Request Identity Proofing* button

The system will go to the *Manage Account* screen where you can begin the Create Electronic Signature step

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Manage Account

Your account has been registered and you can enter Notifications. You have also completed the Identity Proofing step. To do the official submission of Notifications, you must now complete the Electronic Signature Step

 [Create Electronic Signature](#)

Click the *Create Electronic Signature* button

The system will go to the *Electronic Signature Agreement*

Complete Electronic Signature



IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Electronic Signature Agreement

ELECTRONIC SIGNATURE AGREEMENT

In accepting the electronic signature credential issued by the Iowa Department of Natural Resources to sign the electronic documents submitted to DNR's Asbestos Notification System, and as a representative for:

Electronic Signature Holder Company Information	
Organization Name:	Air Quality
Address:	7900 Hickman Road Suite 1
City, State, Zip:	Windsor Heights, IA, 50324
Country:	USA
Phone Number:	515-725-8231
Registrant's Name:	Joe Smith
User Name:	dnrairquality2@gmail.com

I, Joe Smith,

(Name of Electronic Signature Holder)

- Agree to protect the electronic signature credential, consisting of my Iowa DNR Asbestos Notification System user identification and password, from use by anyone except me. Specifically, I agree to maintain the secrecy of the password; I will not divulge or delegate my user name and password to any other individual; I will not store my password in an unprotected location; and I will not allow my password to be written into computer scripts to achieve automated login.
- Agree to contact the Iowa DNR at asbestos@dnr.iowa.gov as soon as possible, but no later than 24 hours, after suspecting or determining that my user name and password have become lost, stolen or otherwise compromised.
- I agree to notify Iowa DNR within ten working days if my duties change and I no longer need to interact with the Iowa DNR on behalf of my organization. I agree to make this notification by notifying Iowa DNR staff at asbestos@dnr.iowa.gov.
- Understand that I will be informed through my registered electronic mail (e-mail) address whenever my user identification or password have been modified.
- Understand that Iowa DNR Asbestos Notification System reports the last date my user identification and password were used immediately after successfully logging into Asbestos Notification System.
- Understand and agree that I will be held as legally bound, obligated, and responsible for the use of my electronic signature as I would be using my hand-written signature.
- Understand that whenever I electronically sign and submit an electronic document to Iowa DNR, I will receive an e-mail at my registered e-mail address; This e-mail will inform me that a submission has been made to Iowa DNR from my user account and will contain instructions to view information regarding the submission, including my Copy of Record (CoR).
- Agree that if I receive an e-mail notification for any activity that I do not believe that I performed, I will notify Iowa DNR as soon as possible, but no later than 24 hours, after receipt.
- Agree to contact Iowa DNR if I do not receive an e-mail notification within 5 business days for any electronically signed submission using my credentials.
- Agree to report, within 24 hours of discovery, any evidence of discrepancy between any electronic document I have signed and submitted and what Iowa DNR has received from me by contacting Iowa DNR at asbestos@dnr.iowa.gov.
- Agree to notify the Iowa DNR if I cease to represent the regulated entity specified above as signatory of that organization's electronic submissions by contacting Iowa DNR as soon as this change in relationship occurs and to sign a surrender certification at that time.
- Agree to retain a copy of this signed agreement as long as I continue to represent the regulated entity specified above as signatory of the company's electronic submissions.
- Certify I have the authority to enter into this Agreement on behalf of the Organization identified above, and I am a signatory authorized to represent that Organization, and I am able to sign and submit reports and other information on behalf of that Organization in the capacity required by statute and/or regulation.
- Certify that by signing and submitting this agreement, I have read, understand, and accept the terms and conditions of this electronic signature agreement. I certify under penalty of law that I have personally examined and am familiar with the information submitted in this agreement and I believe that the information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Name of electronic signature holder: Joe Smith

Signature: _____

Date: _____

[Sign Electronically](#)

Click the *Sign Electronically* button and the system will go to the truth and accuracy certification

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Signature Device Authorization

Certification Acknowledgement

I certify, under penalty of law that the information provided in this document is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

[Accept](#) [Decline](#)

Click the *Accept* or *Decline* button

The *Accept* button continues the process and the system will go to the signature device steps

The *Decline* button stops the process



IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Signature Device Authorization

Log in to Asbestos Notification and Sign

dnrairquality2@gmail.com

Log in

Enter your password and click the *Log In* button

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Signature Device Authorization

Log in to Asbestos Notification and Sign

dnrairquality2@gmail.com

Answer Secret Question

Question
Where did you graduate from high school?

Answer

Answer

Answer the security question and click the *Answer* button

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Signature Device Authorization

Log in to Asbestos Notification and Sign

dnrairquality2@gmail.com

Answer Secret Question

Question
Where did you graduate from high school?

Answer

Sign File

Click Sign to complete your submission.

Sign

Click the *Sign* button

The system will go to the *Home* screen

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Welcome Joe Smith

Your registration has been successfully completed.

Select what you would like to do next:

- Submit a Building Demolition / Renovation Notification
- Submit a Bridge Demolition / Renovation Notification
- Submit a Training Fire / Demolished Building Burn Notification
- Request Rights to View Notifications Submitted by Others Within Your Company
- Request to Revoke Rights to View the Notifications Submitted by Other Operators

You're ready to use the system



Building Notifications from Registered Public Users

Create New Building Notification

Notification required of asbestos abatement from building or demolition of building

Select from list on *Home* screen

Select what you would like to do next:

- Submit a Building Demolition / Renovation Notification
- Submit a Bridge Demolition / Renovation Notification
- Submit a Training Fire / Demolished Building Burn Notification
- Request Rights to View Notifications Submitted by Others Within Your Company
- Request to Revoke Rights to View the Notifications Submitted by Other Operators

Click on *Submit a Building Demolition/Renovation Notification* and a new notification will open

Create Abatement Notification

Asbestos abatement (removal) from a building

Step 1

Select Type of Notification (Annual, Courtesy, or Original) from drop-down list

Hover mouse over ⓘ for detailed definitions of any field

Only required fields display on screen

Select Type of Operation = Abatement from drop-down list

Select Is Asbestos Present = Yes from drop-down list

Enter Scheduled Dates of Asbestos Removal

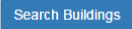
Postmark/Submit Date must be at least 10 days before beginning the activity


Start Date must be before End Date









Facility Description




* Please search buildings by clicking on the 'Search Buildings' button






*Building Name 

*Address 1  Address 2  *County 

*City  *State  *Zip Code 

*Building Size (Sq Ft)  *Number of Floors  *Year Constructed 

*Present Use  *Prior Use 

*Asbestos Location 



Find an existing facility (building) by clicking the *Search Buildings* button

If the building is not in the system, complete the form *Facility Description*

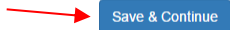
Enter building name and physical location

County and city are populated from drop-down lists

Enter size, number of floors, year of original construction, present and prior use

Year of construction, present and prior use are populated from drop-down lists

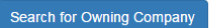
Provide a specific location where asbestos to be removed is located



Click the *Save & Continue* button and the system will go to Step 2

Facility Information (Identify Owner and Operator)

* Please search for the owning company by clicking on the 'Search for Owning Company' button



*Owner Name


*Owner Address 1 Owner Address 2

*City *State *Zip Code



Find a building owner by clicking the *Search for Owning Company* button

* Please search for the owning company's contact by clicking on the 'Search for Owning Company's Contact' button



*Contact First Name *Contact Last Name *Telephone Number Ext.



Find the name and phone of contact by clicking the *Search for Owning Company's Contact* button



IOWA DEPARTMENT OF NATURAL RESOURCES

* If you are not the operator of the project, please search for the operating company by clicking on the 'Search for Operating Company' button

[Search for Operating Company](#)

*Operator Company Name
Air Quality

*Operator Address 1
7900 Hickman Road Suite 1

*City
Windsor Heights

Operator Address 2

*State
IA

*Zip Code
50324

* Please search for the operating company's contact by clicking on the 'Search for Operating Company's Contact' button

[Search for Operating Company's Contact](#)

*Contact First Name
Joe

*Contact Last Name
Smith

*Telephone Number
515-725-8231

Ext.

Operating Company will populate with the company name and address associated with your username

If you are not the operator of the project, please search for the operating company and contact information

Click the appropriate *Search* button

Asbestos Abatement Contractor

* Please search for the abatement contractor by clicking on the 'Search for Abatement Contractor' button

[Search for Abatement Contractor](#) [Copy Data from Operator](#)

*Contractor Company Name

*Contractor Address 1

*City

Contractor Address 2

*State

*Zip Code

*IA Permit Number

* Please search for the abatement company's contact by clicking on the 'Search Abatement Company's Contact' button

[Search Abatement Company's Contact](#)

*Contact First Name

*Contact Last Name

*Telephone Number

Ext.

Abatement Contractor will be blank

If you are both the project operator and the abatement contractor, click the *Copy Data from Operator* button

If the you are **not** the abatement contractor, please search for the contracting company and contact information

Click the appropriate *Search* button

[Save & Continue](#)

Click the *Save & Continue* button and the system will go to Step 3



Approximate Amount of Asbestos

	Regulated Asbestos-Containing Material (RACM) to be Removed	Non-friable Asbestos-Containing Material not to be Removed Category I and II
*Total Surface Area (Sq Ft)	<input type="text"/>	<input type="text"/>
*Facility Component(s) (Cu Ft)	<input type="text"/>	<input type="text"/>
*Pipe (Linear Ft)	<input type="text"/>	<input type="text"/>

Enter the Total Surface Area from which RACM will be removed

The value entered must be in numbers

Complete the volume from facility components if asbestos containing materials have been removed from facility components and the volume of debris is known

In Sq Ft, quantify the Total Surface Area from above

Floor Materials	Ceiling Materials	Interior Wall Systems	Spray-On Materials
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Roofing Materials	Asbestos Cement Board	Window Glaze/Caulk	Other
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Facility components and pipes are **not** included in the Total Surface Area to be quantified

Break down the amount of RACM to be removed by the type of material

The value entered must be in numbers

The sum of the separate materials must equal the amount entered in the previous question

If Total Surface Area in Approximate Amount of Asbestos above is blank, the system will remove any values entered in this section

Procedure, including analytical method, used to detect the presence of asbestos materials

*Test Method

Select the test method used to detect the presence of asbestos materials from drop-down list

Selecting *Assumed Asbestos* will hide the Asbestos Inspector section below

All other options require an inspector

Asbestos Inspector

* Please search for the inspector by clicking the 'Search for Inspector' button

*Inspector First Name <input type="text"/>	*Inspector Last Name <input type="text"/>	*Telephone Number <input type="text"/>	Ext. <input type="text"/>
*IA License Number <input type="text"/>	*Date Inspected (MM/DD/YYYY) <input type="text"/>		

Find an inspector by clicking the *Search for Inspector* button

Enter the inspector's license number (must be ###-#### & without the letter "I" for Iowa)

Enter the date the property was inspected (must be before Postmark/Submit date)

Description of Work Practices and Engineering Controls to Prevent Asbestos Emissions (check all that apply)

Adequately Wet Materials
 Glove Bag
 Seal in Leak-Tight Containers
 Encapsulate
 Negative Air Containment
 Seal in Leak-Tight Wrapping
 Mini-enclosure
 Lined Container
 Other

Click the checkbox for at least one of the work practices used to prevent asbestos emissions

Click the *Save & Continue* button and the system will go to Step 4



Waste Transporter(s)

* Please search for the waste transporter by clicking on the 'Search for Waste Transporter 1' button

*Company Name

*Address 1 Address 2

*City *State *Zip Code

* Please search for the waste transporter's contact by clicking on the 'Search for Waste Transporter 1's Contact' button

*Contact First Name *Contact Last Name *Telephone Number Ext.

Waste Transporter will be blank

If you are transporting waste material from the site, click the *Copy Operator Data* button

If the you are **not** the waste transporter, please search for the transporting company and contact information

Click the appropriate *Search* button

If there is a second Waste Transporter, repeat steps above

Waste Disposal Site(s)

* Please search for the waste site by clicking on the 'Search for Waste Site 1' button

*Company Name *Telephone Number

*Address 1 Address 2

*City *State *Zip Code

Find a waste disposal site by clicking the *Search for Waste Site 1* button

If there is a secondary waste disposal site, click the *Search for Waste Site 2* button

Click the *Save & Continue* button and the system will go to Step 5

Description of Procedures to be Followed in the Event of an Unexpected Asbestos Fiber Release

STOP WORK AND CALL A CERTIFIED ASBESTOS CONTRACTOR AND THE IOWA DNR

I Agree

Click the checkbox beside *I Agree* to indicate that you will stop work and call a certified asbestos contractor and the Iowa DNR in the event of an unexpected asbestos fiber release

Attach a miscellaneous file

Miscellaneous file (Only the most recent upload will be saved)

No file chosen

If you have a file related to the abatement notification, click the *Choose File* button and select file to upload

Click the *Save & Continue* button and the system will go to Step 6

Demolition and Renovation of a Building



Please review your notification below. If everything is correct, click the continue button at the bottom of the form. The next page will allow you to pay for your notification and submit the copy of record.

This page displays a summary of your notification

Review the notification

Click steps on top banner to go back and make any necessary corrections

Continue until you are back to Step 6



Click the *Save & Continue* button and the system will go to Step 7

See [Paying for Notifications](#) section

Returning from the payment piece, continue notification by completing the certification process

Payment

Please submit your copy of record within 24 hours of having submitted payment.
Payment was received: 12/14/2016, 04:52 PM

The final step is to submit your copy of record. To do this, you need to reauthenticate, answer one of your secret questions, and then click the "Sign Copy of Record" button.

Certification (required because asbestos is present)

I certify that an individual trained in the provisions of regulation 40 CFR PART 61, SUBPART M (Asbestos NESHAP) will be onsite during the demolition or renovation and evidence that the required training has been accomplished by this person will be available for inspection during normal business hours.



I Agree

*Certifier's Title

Click the checkbox beside "I Agree" to indicate that a trained asbestos professional will be onsite

Type in Title of Operating Company Responsible Official

Submitter

I certify that to the best of my knowledge that the information I am submitting is true and correct.
I further certify under penalty of law that I have personally examined and am familiar with the information I submitted in this and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

I Agree

*Submitter's Title

* You must agree to the statements above by checking the corresponding checkbox before proceeding.

Click the checkbox beside "I Agree" to indicate truth and accuracy of notification

Type in Title of Operating Company Responsible Official



Log in to Asbestos Notification and Sign

dnrairquality2@gmail.com

Log In

Enter your password

Click the *Log In* button

Answer Secret Question

Question

Where did you first meet your spouse?

Answer

Answer

Enter the answer to the security question

Click the *Answer* button

Sign File

Click 'Sign Copy of Record' to complete your submission.

Sign Copy of Record

Click the *Sign Copy of Record* button

Home Search ▾ Notifications ▾ Account ▾ Help About Us Contact

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Welcome Joe Smith


Your notification copy of record has been successfully submitted.

Create Demolition Notification


Demolition of building when asbestos already removed or under threshold

Step 1

Type of Notification


*Notification Type  *Postmark/Submit Date (MM/DD/YYYY)

Select Type of Notification (Annual, Courtesy, or Original) from drop-down list


Hover mouse over  for detailed definitions of any field

Only required fields display on screen

Type of Operation

*Operation Type 

Is Asbestos Present

*Asbestos Present 

Select Type of Operation = Demolition from drop-down list

Select Is Asbestos Present = No – Abatement has already occurred

Or
No – Asbestos found is under NESHAP limits

Scheduled Dates of Demolition or Renovation (MM/DD/YYYY)

*Start Date 

*End Date 


Enter Scheduled Dates of Demolition


Postmark/Submit Date must be at least 10 days before beginning the activity


Start Date must be before End Date


Facility Description


* Please search buildings by clicking on the 'Search Buildings' button


*Building Name 


*Address 1 

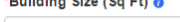
Address 2 

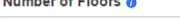
*County 

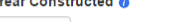
*City 

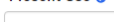
*State 

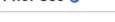
*Zip Code 

*Building Size (Sq Ft) 

*Number of Floors 

*Year Constructed 

*Present Use 

*Prior Use 

Find an existing facility (building) by clicking the *Search Buildings* button

If the building is not in the system, complete the form *Facility Description*

Enter building name and physical location

County and city are populated from drop-down lists

Enter size, number of floors, year of original construction, present and prior use

Year of construction, present and prior use are populated from drop-down lists

Asbestos Location is not required on demolition notifications



Save & Continue

Click the *Save & Continue* button and the system will go to Step 2

Facility Information (Identify Owner and Operator)

* Please search for the owning company by clicking on the 'Search for Owing Company' button

Search for Owing Company

*Owner Name

*Owner Address 1 Owner Address 2

*City *State *Zip Code

Find a building owner by clicking the *Search for Owing Company* button

* Please search for the owning company's contact by clicking on the 'Search for Owing Company's Contact' button

Search for Owing Company's Contact

*Contact First Name *Contact Last Name *Telephone Number Ext.

Find the name and phone of contact by clicking the *Search for Owing Company's Contact* button

* If you are not the operator of the project, please search for the operating company by clicking on the 'Search for Operating Company' button

Search for Operating Company

*Operator Company Name

*Operator Address 1 Operator Address 2

*City *State *Zip Code

Operating Company will populate with the company name and address associated with your username

If you are not the operator of the project, please search for the operating company and operating company contact information

Click the appropriate *Search* button

* Please search for the operating company's contact by clicking on the 'Search for Operating Company's Contact' button

Search for Operating Company's Contact

*Contact First Name *Contact Last Name *Telephone Number Ext.



Demolition Contractor

* Please search for the demolition contractor by clicking on the 'Search for Demolition Contractor' button

*Contractor Company Name *IA Permit Number

*Contractor Address 1 Contractor Address 2

*City *State *Zip Code

* Please search for the demolition contractor's contact by clicking on the 'Search for Demolition Contractor's Contacts' button

*Contact First Name *Contact Last Name *Telephone Number Ext.

Demolition Contractor will be blank

If you are both the project operator and the demolition contractor, click the *Copy Data from Operator* button

If the you are **not** the demolition contractor, please search for the contracting company and contact information

Click the appropriate *Search* button



Click the *Save & Continue* button and the system will go to Step 3

Asbestos Inspector

* Please search for the inspector by clicking the 'Search for Inspector' button

*Inspector First Name *Inspector Last Name *Telephone Number Ext.

*IA License Number *Date Inspected (MM/DD/YYYY)

Find an inspector by clicking the *Search for Inspector* button

Enter the inspector's license number (must be ###-#### & without the letter "I" for Iowa)

Enter the date the property was inspected (must be before Postmark/Submit date)

Description of Planned Demolition or Renovation Work (backhoe, bulldozer, hand removal, etc.)

Backhoe Bulldozer Hand Removal

Implosion Skid Loader Other

Click the checkbox for at least one method of demolition



Click the *Save & Continue* button and the system will go to Step 4

Waste Transporter(s)

* Please search for the waste transporter by clicking on the 'Search for Waste Transporter 1' button

*Company Name

*Address 1 Address 2

*City *State *Zip Code

* Please search for the waste transporter's contact by clicking on the 'Search for Waste Transporter 1's Contact' button

*Contact First Name *Contact Last Name *Telephone Number Ext.

Waste Transporter will be blank

If you are transporting waste material from the site, click the *Copy Operator Data* button

If the you are **not** the waste transporter, please search for the transporting company and contact information

Click the appropriate *Search* button

If there is a second Waste Transporter, repeat steps above

Waste Disposal Site(s)

* Please search for the waste site by clicking on the 'Search for Waste Site 1' button

*Company Name *Telephone Number

*Address 1 Address 2

*City *State *Zip Code

Find a waste disposal site by clicking the *Search for Waste Site 1* button

If there is a secondary waste disposal site, click the *Search for Waste Site 2* button

Click the *Save & Continue* button and the system will go to Step 5

Description of Procedures to be Followed in the Event of an Unexpected Asbestos Fiber Release

STOP WORK AND CALL A CERTIFIED ASBESTOS CONTRACTOR AND THE IOWA DNR

I Agree

Click the checkbox beside *I Agree* to indicate that you will stop work and call a certified asbestos contractor and the Iowa DNR in the event of an unexpected asbestos fiber release

Attach a miscellaneous file

Miscellaneous file (Only the most recent upload will be saved)

No file chosen

If you have a file related to the demolition notification, click the *Choose File* button and select file to upload

Click the *Save & Continue* button and the system will go to Step 6



Demolition and Renovation of a Building



Please review your notification below. If everything is correct, click the continue button at the bottom of the form. The next page will allow you to pay for your notification and submit the copy of record.

This page displays a summary of your notification.

Review the notification

Click steps on top banner to go back and make any necessary corrections

Continue until you are back to Step 6



Click the *Save & Continue* button and the system will go to Step 7

See [Paying for Notifications](#) section

Returning from the payment piece, continue notification by completing the certification process

Payment

Please submit your copy of record within 24 hours of having submitted payment.
Payment was received: 12/14/2016, 04:52 PM

The final step is to submit your copy of record. To do this, you need to reauthenticate, answer one of your secret questions, and then click the "Sign Copy of Record" button.

Certification (required because asbestos is present)

I certify that an individual trained in the provisions of regulation 40 CFR PART 61, SUBPART M(Asbestos NESHAP) will be onsite during the demolition or renovation and evidence that the required training has been accomplished by this person will be available for inspection during normal business hours.



I Agree

*Certifier's Title

Click the checkbox beside "I Agree" to indicate that a trained asbestos professional will be onsite

Type in Title of Operating Company Responsible Official

Submitter

I certify that to the best of my knowledge that the information I am submitting is true and correct.
I further certify under penalty of law that I have personally examined and am familiar with the information I submitted in this and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

I Agree

*Submitter's Title

* You must agree to the statements above by checking the corresponding checkbox before proceeding.

Click the checkbox beside "I Agree" to indicate truth and accuracy of notification

Type in Title of Operating Company Responsible Official



Log in to Asbestos
Notification and Sign

dnrairquality2@gmail.com

Log In

Enter your password

Click the *Log In* button

Answer Secret Question

Question

Where did you first meet your
spouse?

Answer

Answer

Enter the answer to the security question

Click the *Answer* button

Sign File

Click 'Sign Copy of Record' to
complete your submission.

Sign Copy of Record

Click the *Sign Copy of Record* button

Create Emergency Renovation Notification

Building renovation mandated by emergency conditions

IMPORTANT! If total amount of asbestos to be removed or disturbed is less than 260 linear feet, less than 160 square feet, or less than 35 cubic feet of facility components, please submit a courtesy notification.

Fees are *not required* when total amount of Regulated Asbestos Containing Material (RACM) are under National Emission Standard for Hazardous Air Pollutants (NESHAP reporting limits).

Step 1

Type of Notification

*Notification Type *Postmark/Submit Date (MM/DD/YYYY)

Select Type of Notification (Annual, Courtesy, or Original) from drop-down list

Hover mouse over  for detailed definitions of any field

Only required fields display on screen

Type of Operation

*Operation Type *Asbestos Present

Is Asbestos Present

*Asbestos Present

Select Type of Operation = Emergency Renovation from drop-down list

Select Is Asbestos Present = Yes from drop-down list

Scheduled Dates of Asbestos Removal (MM/DD/YYYY)

*Start Date *

Enter Scheduled Dates of Asbestos Removal

Start Date must be before End Date

Facility Description

* Please search buildings by clicking on the 'Search Buildings' button

*Building Name

*Address 1 Address 2 *County

*City *State *Zip Code

*Building Size (Sq Ft) *Number of Floors *Year Constructed

*Present Use *Prior Use

*Asbestos Location



Find an existing facility (building) by clicking the *Search Buildings* button

If the building is not in the system, complete the form *Facility Description*

Enter building name and physical location

County and city are populated from drop-down lists

Enter size, number of floors, year of original construction, present and prior use

Year of construction, present and prior use are populated from drop-down lists

Provide a specific location where asbestos to be removed is located



Click the *Save & Continue* button and the system will go to Step 2

Facility Information (Identify Owner and Operator)

* Please search for the owning company by clicking on the 'Search for Owning Company' button

***Owner Name**

***Owner Address 1** **Owner Address 2**

***City** ***State** ***Zip Code**

Search for Owning Company

Find a building owner by clicking the *Search for Owning Company* button

* Please search for the owning company's contact by clicking on the 'Search for Owning Company's Contact' button

***Contact First Name** ***Contact Last Name** ***Telephone Number** **Ext.**

Search for Owning Company's Contact

Find the name and phone of contact by clicking the *Search for Owning Company's Contact* button

* If you are not the operator of the project, please search for the operating company by clicking on the 'Search for Operating Company' button

***Operator Company Name**

***Operator Address 1** **Operator Address 2**

***City** ***State** ***Zip Code**

Search for Operating Company

***Contact First Name** ***Contact Last Name** ***Telephone Number** **Ext.**

Search for Operating Company's Contact

Operating Company will populate with the company name and address associated with your username

If you are not the operator of the project, please search for the operating company and contact information

Click the appropriate *Search* button



8. Asbestos Abatement Contractor

* Please search for the abatement contractor by clicking on the 'Search for Abatement Contractor' button

*Contractor Company Name *IA Permit Number

*Contractor Address 1 Contractor Address 2

*City *State *Zip Code

* Please search for the abatement company's contact by clicking on the 'Search Abatement Company's Contact' button

*Contact First Name *Contact Last Name *Telephone Number Ext.

Abatement Contractor will be blank

If you are both the project operator and the abatement contractor, click the *Copy Data from Operator* button

If the you are **not** the abatement contractor, please search for the contracting company and contact information

Click the appropriate *Search* button

Click the *Save & Continue* button and the system will go to Step 3

Approximate Amount of Asbestos

	Regulated Asbestos-Containing Material (RACM) to be Removed	Non-friable Asbestos-Containing Material not to be Removed Category I and II
*Total Surface Area (Sq Ft)	<input type="text"/>	<input type="text"/>
*Facility Component(s) (Cu Ft)	<input type="text"/>	<input type="text"/>
*Pipe (Linear Ft)	<input type="text"/>	<input type="text"/>

Enter the Total Surface Area from which RACM will be removed

The value entered must be in numbers

Complete the volume from facility components if asbestos containing materials have been removed from facility components and the volume of debris is known

In Sq Ft, quantify the Total Surface Area from above

Floor Materials	Ceiling Materials	Interior Wall Systems	Spray-On Materials
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Roofing Materials	Asbestos Cement Board	Window Glaze/Caulk	Other
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Facility components and pipes are **not** included in the Total Surface Area to be quantified

Break down the amount of RACM to be removed by the type of material

The value entered must be in numbers

The sum of the separate materials must equal the amount entered in the previous question

If Total Surface Area in Approximate Amount of Asbestos above is blank, the system will remove any values entered in this section



If Emergency Renovation, Please Complete this Section

*Date of Emergency (MM/DD/YYYY) *Time of Emergency

Description of the emergency or sudden event

Explanation of how the event caused unsafe conditions or would cause equipment damage or an unreasonable financial burden

Enter the date and time of the emergency situation

Enter a description of the event

Enter a description of unsafe conditions, equipment damage or financial burden

Description of Procedures to be Followed in the Event of an Unexpected Asbestos Fiber Release

STOP WORK AND CALL A CERTIFIED ASBESTOS CONTRACTOR AND THE IOWA DNR

I Agree

Click the checkbox beside *I Agree* to indicate that you will stop work and call a certified asbestos contractor and the Iowa DNR in the event of an unexpected asbestos fiber release

Attach a miscellaneous file

Miscellaneous file (Only the most recent upload will be saved)

Choose File No file chosen

If you have a file related to the emergency renovation notification, click the *Choose File* button and select file to upload

Save & Continue

Click the *Save & Continue* button and the system will go to Step 6

Demolition and Renovation of a Building



Please review your notification below. If everything is correct, click the continue button at the bottom of the form. The next page will allow you to pay for your notification and submit the copy of record.

This page displays a summary of your notification.

Review the notification

Click steps on top banner to go back and make any necessary corrections

Continue until you are back to Step 6

Save & Continue

Click the *Save & Continue* button and the system will go to Step 7

See [Paying For Notifications](#) section

Returning from the payment piece, continue notification by completing the certification process

Return to Step 7 to submit notification



Payment

Please submit your copy of record within 24 hours of having submitted payment.
Payment was received: 12/14/2016, 04:52 PM

The final step is to submit your copy of record. To do this, you need to reauthenticate, answer one of your secret questions, and then click the "Sign Copy of Record" button.

Certification (required because asbestos is present)

I certify that an individual trained in the provisions of regulation 40 CFR PART 61, SUBPART M(Asbestos NESHAP) will be onsite during the demolition or renovation and evidence that the required training has been accomplished by this person will be available for inspection during normal business hours.

I Agree *Certifier's Title

Click the checkbox beside "I Agree" to indicate that a trained asbestos professional will be onsite
Type in Title of Operating Company Responsible Official

Submitter

I certify that to the best of my knowledge that the information I am submitting is true and correct.
I further certify under penalty of law that I have personally examined and am familiar with the information I submitted in this and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

I Agree *Submitter's Title

* You must agree to the statements above by checking the corresponding checkbox before proceeding.

Click the checkbox beside "I Agree" to indicate truth and accuracy of notification
Type in Title of Operating Company Responsible Official

Log in to Asbestos Notification and Sign

dnrquality2@gmail.com

Log In

Enter your password
Click the Log In button

Answer Secret Question

Question: Where did you first meet your spouse?
Answer: [text box]
Answer

Enter the answer to the security question
Click the Answer button



IOWA DEPARTMENT OF NATURAL RESOURCES

Sign File

Click 'Sign Copy of Record' to complete your submission.



Sign Copy of Record

Click the *Sign Copy of Record* button

- Home
- Search ▾
- Notifications ▾
- Account ▾
- Help
- About Us
- Contact

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Welcome Joe Smith

Your notification copy of record has been successfully submitted.

Create Ordered Demolition Notification


Building demolition mandated by a government agency order

Step 1

Type of Notification


*Notification Type  *Postmark/Submit Date (MM/DD/YYYY)

Select Type of Notification (Annual, Courtesy, or Original) from drop-down list


Hover mouse over  for detailed definitions of any field

Only required fields display on screen

Type of Operation

*Operation Type 



Is Asbestos Present

*Asbestos Present 

Select Type of Operation = Ordered Demolition from drop-down list

Select Is Asbestos Present = Yes

Scheduled Dates of Demolition or Renovation (MM/DD/YYYY)


*Start Date  *End Date 


Enter Scheduled Dates of Demolition



Start Date must be before End Date



Facility Description


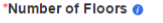
* Please search buildings by clicking on the 'Search Buildings' button

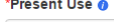

 [Search Buildings](#)

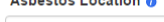
*Building Name 

*Address 1  Address 2 

*City  *State 

*Building Size (Sq Ft)  *Number of Floors 

*Present Use  *Prior Use 

*Asbestos Location 



Find an existing facility (building) by clicking the *Search Buildings* button

If the building is not in the system, complete the form *Facility Description*

Enter building name and physical location

County and city are populated from drop-down lists

Enter size, number of floors, year of original construction, present and prior use

Year of construction, present and prior use are populated from drop-down lists

Provide a specific location where asbestos to be removed is located



Save & Continue

Click the *Save & Continue* button and the system will go to Step 2

Facility Information (Identify Owner and Operator)

* Please search for the owning company by clicking on the 'Search for Owing Company' button

Search for Owing Company

*Owner Name

*Owner Address 1 Owner Address 2

*City *State *Zip Code

Find a building owner by clicking the *Search for Owing Company* button

* Please search for the owning company's contact by clicking on the 'Search for Owing Company's Contact' button

Search for Owing Company's Contact

*Contact First Name *Contact Last Name *Telephone Number Ext.

Find the name and phone of contact by clicking the *Search for Owing Company's Contact* button

* If you are not the operator of the project, please search for the operating company by clicking on the 'Search for Operating Company' button

Search for Operating Company

*Operator Company Name
Air Quality

*Operator Address 1 Operator Address 2

7900 Hickman Road Suite 1

*City *State *Zip Code

Windsor Heights IA 50324

* Please search for the operating company's contact by clicking on the 'Search for Operating Company's Contact' button

Search for Operating Company's Contact

*Contact First Name *Contact Last Name *Telephone Number Ext.

Joe Smith 515-725-8231

Operating Company will populate with the company name and address associated with your username

If you are not the operator of the project, please search for the operating company and contact information

Click the appropriate *Search* button



Demolition Contractor

* Please search for the demolition contractor by clicking on the 'Search for Demolition Contractor' button

*Contractor Company Name *IA Permit Number

*Contractor Address 1 Contractor Address 2

*City *State *Zip Code

* Please search for the demolition contractor's contact by clicking on the 'Search for Demolition Contractor's Contacts' button

*Contact First Name *Contact Last Name *Telephone Number Ext.

Demolition Contractor will be blank

If you are both the project operator and the demolition contractor, click the *Copy Data from Operator* button

If the you are **not** the demolition contractor, please search for the contracting company and contact information

Click the appropriate *Search* button



Click the *Save & Continue* button and the system will go to Step 3

Description of Work Practices and Engineering Controls to Prevent Asbestos Emissions (check all that apply)

Adequately Wet Materials Glove Bag Seal in Leak-Tight Containers Encapsulate

Negative Air Containment Seal in Leak-Tight Wrapping Mini-enclosure Lined Container

Other

Click the checkbox for at least one of the work practices used to prevent asbestos emissions

Description of Planned Demolition or Renovation Work (backhoe, bulldozer, hand removal, etc.)

Backhoe Bulldozer Hand Removal

Implosion Skid Loader Other

Click the checkbox for at least one method of demolition



Click the *Save & Continue* button and the system will go to Step 4



Waste Transporter(s)

* Please search for the waste transporter by clicking on the 'Search for Waste Transporter 1' button

*Company Name

*Address 1 Address 2

*City *State *Zip Code

* Please search for the waste transporter's contact by clicking on the 'Search for Waste Transporter 1's Contact' button

*Contact First Name *Contact Last Name *Telephone Number Ext.

Waste Transporter will be blank

If you are transporting waste material from the site, click the *Copy Operator Data* button

If the you are **not** the waste transporter, please search for the transporting company and contact information

Click the appropriate *Search* button

If there is a second Waste Transporter, repeat the steps above

Waste Disposal Site(s)

* Please search for the waste site by clicking on the 'Search for Waste Site 1' button

*Company Name *Telephone Number

*Address 1 Address 2

*City *State *Zip Code

Find a waste disposal site by clicking the *Search for Waste Site 1* button

If there is a secondary waste disposal site, click the *Search for Waste Site 2* button

Click the *Save & Continue* button and the system will go to Step 5

If Demolition was Ordered by Government Agency, Identify the Agency and Attach a Copy of the Order

*First Name of Responsible Official *Last Name of Responsible Official *Title *Telephone Number

*Authority/Agency *Date of Order (MM/DD/YYYY)

*Attach a Copy of the Order (Only the most recent upload will be saved) No file chosen

Enter the name, title, and phone number of the responsible official issuing order

Enter the name of the agency and authority issuing order

Enter date of order (must be before Postmark/Submit date)

Attach copy of order

Description of Procedures to be Followed in the Event of an Unexpected Asbestos Fiber Release

STOP WORK AND CALL A CERTIFIED ASBESTOS CONTRACTOR AND THE IOWA DNR

I Agree

Click the checkbox beside *I Agree* to indicate that you will stop work and call a certified asbestos contractor and the Iowa DNR in the event of an unexpected asbestos fiber release

Attach a miscellaneous file

Miscellaneous file (Only the most recent upload will be saved)

Choose File No file chosen

If you have a file related to the ordered demolition notification, click the *Choose File* button and select file to upload

Save & Continue

Click the *Save & Continue* button and the system will go to Step 6

Demolition and Renovation of a Building

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Please review your notification below. If everything is correct, click the continue button at the bottom of the form. The next page will allow you to pay for your notification and submit the copy of record.

This page displays a summary of your notification

Review the notification

Click steps on top banner to go back and make any necessary corrections

Continue until you are back to Step 6

Save & Continue

Click the *Save & Continue* button and the system will go to Step 7

See [Paying For Notifications](#) section

Returning from the payment piece, continue notification by completing the certification process

Return to Step 7 to submit notification

Payment

Please submit your copy of record within 24 hours of having submitted payment.

Payment was received: 12/14/2016, 04:52 PM

The final step is to submit your copy of record. To do this, you need to reauthenticate, answer one of your secret questions, and then click the "Sign Copy of Record" button.

Certification (required because asbestos is present)

I certify that an individual trained in the provisions of regulation 40 CFR PART 61, SUBPART M(Asbestos NESHAP) will be onsite during the demolition or renovation and evidence that the required training has been accomplished by this person will be available for inspection during normal business hours.

I Agree

*Certifier's Title

Click the checkbox beside "I Agree" to indicate that a trained asbestos professional will be onsite

Type in Title of Operating Company Responsible Official



Submitter

I certify that to the best of my knowledge that the information I am submitting is true and correct.
I further certify under penalty of law that I have personally examined and am familiar with the information I submitted in this and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. [i](#)

I Agree

*Submitter's Title

* You must agree to the statements above by checking the corresponding checkbox before proceeding.

Click the checkbox beside "I Agree" to indicate truth and accuracy of notification

Type in Title of Operating Company Responsible Official

Log in to Asbestos Notification and Sign

dnrairquality2@gmail.com

Log In

Enter your password

Click the *Log In* button

Answer Secret Question

Question

Where did you first meet your spouse?

Answer

Answer

Enter the answer to the security question

Click the *Answer* button

Sign File

Click 'Sign Copy of Record' to complete your submission.

Sign Copy of Record

Click the *Sign Copy of Record* button

Home Search Notifications Account Help About Us Contact

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Welcome Joe Smith

Your notification copy of record has been successfully submitted.



Create Renovation Notification

Building renovation when asbestos already removed or under threshold

Step 1

Type of Notification	
*Notification Type	*Postmark/Submit Date (MM/DD/YYYY)
<input type="text"/>	12/22/2016

Select Type of Notification (Annual, Courtesy, or Original) from drop-down list

Hover mouse over for detailed definitions of any field

Only required fields display on screen

Type of Operation	Is Asbestos Present
*Operation Type	*Asbestos Present
Renovation	Yes

Select Type of Operation = Renovation from drop-down list

Select Is Asbestos Present = Yes

Or No – Abatement has already occurred

Or No – Asbestos found is under NESHAP Limits

Scheduled Dates of Demolition or Renovation (MM/DD/YYYY)

*Start Date	*End Date
<input type="text"/>	<input type="text"/>

Enter Scheduled Dates of Demolition

Postmark/Submit Date must be at least 10 days before beginning the activity

Start Date must be before End Date

Facility Description

* Please search buildings by clicking on the 'Search Buildings' button

*Building Name		
*Address 1	Address 2	*County
*City	*State	*Zip Code
*Building Size (Sq Ft)	*Number of Floors	*Year Constructed
*Present Use	*Prior Use	



Find an existing facility (building) by clicking the *Search Buildings* button

If the building is not in the system, complete the form *Facility Description*

Enter building name and physical location

County and city are populated from drop-down lists

Enter size, number of floors, year of original construction, present and prior use

Year of construction, present and prior use are populated from drop-down lists



Save & Continue

Click the *Save & Continue* button and the system will go to Step 2

Facility Information (Identify Owner and Operator)

* Please search for the owning company by clicking on the 'Search for Owing Company' button

Search for Owing Company

*Owner Name

*Owner Address 1 Owner Address 2

*City *State *Zip Code

Find a building owner by clicking the *Search for Owing Company* button

* Please search for the owning company's contact by clicking on the 'Search for Owing Company's Contact' button

Search for Owing Company's Contact

*Contact First Name *Contact Last Name *Telephone Number Ext.

Find the name and phone of contact by clicking the *Search for Owing Company's Contact* button

* If you are not the operator of the project, please search for the operating company by clicking on the 'Search for Operating Company' button

Search for Operating Company

*Operator Company Name

*Operator Address 1 Operator Address 2

*City *State *Zip Code

Operating Company will populate with the company name and address associated with your username

If you are not the operator of the project, please search for the operating company and contact information

Click the appropriate *Search* button

* Please search for the operating company's contact by clicking on the 'Search for Operating Company's Contact' button

Search for Operating Company's Contact

*Contact First Name *Contact Last Name *Telephone Number Ext.



Demolition Contractor

* Please search for the demolition contractor by clicking on the 'Search for Demolition Contractor' button

[Search for Demolition Contractor](#) [Copy Data from Operator](#)

*Contractor Company Name *IA Permit Number

*Contractor Address 1 Contractor Address 2

*City *State *Zip Code

* Please search for the demolition contractor's contact by clicking on the 'Search for Demolition Contractor's Contacts' button

[Search for Demolition Contractor's Contacts](#)

*Contact First Name *Contact Last Name *Telephone Number Ext.

Demolition Contractor will be blank

If you are both the project operator and the demolition contractor, click the *Copy Data from Operator* button

If the you are **not** the demolition contractor, please search for the contracting company and contact information

Click the appropriate *Search* button



Click the *Save & Continue* button and the system will go to Step 3

Approximate Amount of Asbestos

Non-friable Asbestos-Containing Material not to be Removed
Category I and II

Total Surface Area (Sq Ft)

Facility Component(s) (Cu Ft)

Pipe (Linear Ft)

Enter the amount of asbestos that will not be removed

Procedure, including analytical method, used to detect the presence of asbestos materials

*Test Method

Select the test method used to detect the presence of asbestos materials from drop-down list

Selecting *Assumed Asbestos* will hide the Asbestos Inspector section below

All other options require an inspector

Asbestos Inspector

* Please search for the inspector by clicking the 'Search for Inspector' button

[Search for Inspector](#)

*Inspector First Name *Inspector Last Name *Telephone Number Ext.

*IA License Number *Date Inspected (MM/DD/YYYY)

Find an inspector by clicking the *Search for Inspector* button

Enter the inspector's license number (must be ##-#### & without the letter "I" for Iowa)

Enter the date the property was inspected (must be before Postmark/Submit date)

Description of Planned Demolition or Renovation Work (backhoe, bulldozer, hand removal, etc.) ⓘ

Backhoe Bulldozer Hand Removal
 Implosion Skid Loader Other

Click the checkbox for at least one method of renovation

Click the *Save & Continue* button and the system will go to Step 4

Waste Transporter(s)

* Please search for the waste transporter by clicking on the 'Search for Waste Transporter 1' button

*Company Name

*Address 1 Address 2

*City *State *Zip Code

* Please search for the waste transporter's contact by clicking on the 'Search for Waste Transporter 1's Contact' button

*Contact First Name *Contact Last Name *Telephone Number Ext.

Waste Transporter will be blank

If you are transporting waste material from the site, click the *Copy Operator Data* button

If the you are **not** the waste transporter, please search for the transporting company and contact information

Click the appropriate *Search* button

If there is a second Waste Transporter, repeat steps above

Waste Disposal Site(s)

* Please search for the waste site by clicking on the 'Search for Waste Site 1' button

*Company Name *Telephone Number

*Address 1 Address 2

*City *State *Zip Code

Find a waste disposal site by clicking the *Search for Waste Site 1* button

If there is a secondary waste disposal site, click the *Search for Waste Site 2* button

Click the *Save & Continue* button and the system will go to Step 5

Description of Procedures to be Followed in the Event of an Unexpected Asbestos Fiber Release

STOP WORK AND CALL A CERTIFIED ASBESTOS CONTRACTOR AND THE IOWA DNR ⓘ

I Agree

Click the checkbox beside *I Agree* to indicate that you will stop work and call a certified asbestos contractor and the Iowa DNR in the event of an unexpected asbestos fiber release

Attach a miscellaneous file

Miscellaneous file (Only the most recent upload will be saved) ⓘ

No file chosen

If you have a file related to the renovation notification, click the *Choose File* button and select file to upload



Click the *Save & Continue* button and the system will go to Step 6



This page displays a summary of your notification

Review the notification

Click steps on top banner to go back and make any necessary corrections

Continue until you are back to Step 6



Click the *Save & Continue* button and the system will go to Step 7

See [Paying For Notifications](#) section

Returning from the payment piece, continue notification by completing the certification process

Return to Step 7 to submit notification

Payment

Please submit your copy of record within 24 hours of having submitted payment.
Payment was received: 12/14/2016, 04:52 PM

The final step is to submit your copy of record. To do this, you need to reauthenticate, answer one of your secret questions, and then click the "Sign Copy of Record" button.

IMPORTANT! This is a known issue. You are *not required* to have a trained asbestos professional onsite for Renovation when asbestos is not to be removed or disturbed. The checkbox will be removed in a future release.

Certification (required because asbestos is present)

I certify that an individual trained in the provisions of regulation 40 CFR PART 61, SUBPART M (Asbestos NESHAP) will be onsite during the demolition or renovation and evidence that the required training has been accomplished by this person will be available for inspection during normal business hours.



I Agree

*Certifier's Title

Click the checkbox beside "I Agree" to indicate that a trained asbestos professional will be onsite

Type in Title of Operating Company Responsible Official



Submitter

I certify that to the best of my knowledge that the information I am submitting is true and correct.
I further certify under penalty of law that I have personally examined and am familiar with the information I submitted in this and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. [i](#)

I Agree

*Submitter's Title

* You must agree to the statements above by checking the corresponding checkbox before proceeding.

Check the box beside "I Agree" to indicate truth and accuracy of notification

Type in Title of Operating Company Responsible Official

Log in to Asbestos
Notification and Sign

dnrAIRquality2@gmail.com

Log In

Enter your password

Click the *Log In* button

Answer Secret Question

Question

Where did you first meet your spouse?

Answer

Answer

Enter the answer to the security question

Click the *Answer* button

Sign File

Click 'Sign Copy of Record' to complete your submission.

Sign Copy of Record

Click the *Sign Copy of Record* button

Home Search Notifications Account Help About Us Contact

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Welcome Joe Smith

Your notification copy of record has been successfully submitted.



Continue Unfinished Building Notification

Pending notifications display on *Home* screen

Unfinished Notifications

Building Demolition/Renovation							
Notification #	Building	County	Submitter Company	Submitter	Postmark/Submit Date	Notification	Operation
16-9548-R0 Continue Remove	Derelict 2 123 any street Des Moines IA 50310	Polk			12/22/16	Original	Demolition

Click on *Continue* to open the notification at Step 1

Review data previously entered

Continue through each step to submit

Refer to [table of contents](#) for step-by-step instructions by type of operation

Remove Unfinished Notification

Delete an incomplete notification by selecting from table of pending notifications on *Home* screen

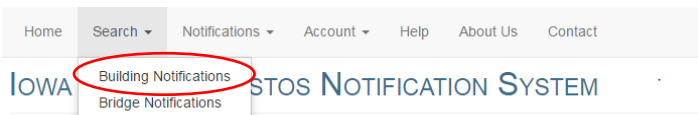
Unfinished Notifications

Building Demolition/Renovation							
Notification #	Building	County	Submitter Company	Submitter	Postmark/Submit Date	Notification	Operation
16-9548-R0 Continue Remove	Derelict 2 123 any street Des Moines IA 50310	Polk			12/22/16	Original	Demolition

Click on *Remove* and the notification will be removed from the system

Revise Submitted Building Notification

Completed submissions can be revised



Click on *Search* and select *Building Notifications*



Building Notification Search

Search Notifications

Search by Notification Status

Complete

Building Detail

Building Name Address City County

Submitter Detail

Notification Detail

Operator Detail

Search

Search by Notification Status defaults to Complete

Click the *Search* button

	Building	Submitter	Postmark/Submit Date	Notification	Operation	Documents
16-9546-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	12/22/16	Original	Abatement	Copy of Record
16-9552-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	12/22/16	Original	Renovation	Copy of Record

Select the notification to revise

Click on *Edit*

Edit Building Demolition Renovation

Notification

Notification Number: 16-9546-R0

[Cancel Notification](#) [Create Revision](#) [Repudiate](#)

Type of Notification

Notification Type	Postmark/Submit Date	Date Received
Original	12/22/2016	12/22/2016

Type of Operation

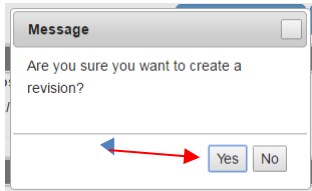
Operation Type: Abatement

Is Asbestos Present

Asbestos Present: Yes

Notification opens in edit mode

Click the *Create Revision* button



Click the *Yes* button

Or click the *No* button to cancel action

Type of Notification	
*Notification Type ⓘ	*Postmark/Submit Date (MM/DD/YYYY)
Revised	12/22/2016

Type of Operation	Is Asbestos Present
*Operation Type ⓘ	*Asbestos Present ⓘ
Abatement	Yes

Scheduled Dates of Asbestos Removal (MM/DD/YYYY)	
*Start Date ⓘ	*End Date ⓘ
01/13/2017	01/20/2017

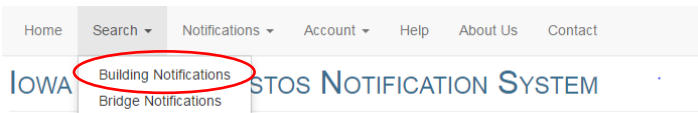
The system creates a copy of the previous notification at Step 1

Make changes as necessary following instructions to submit notification

Revised notifications cannot violate the original 10 day notification window

Cancel Submitted Building Notification

Completed submissions can be canceled



Click on *Search* and select *Building Notifications*



Building Notification Search

Search Notifications

Search by Notification Status

Complete

Building Detail

Building Name Address City County

Submitter Detail

Notification Detail

Operator Detail

[Search](#)

Search by Notification Status defaults to Complete

Click the *Search* button

	Building	Submitter	Postmark/Submit Date	Notification	Operation	Documents
16-9546-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	12/22/16	Original	Abatement	Copy of Record
16-9552-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	12/22/16	Original	Renovation	Copy of Record

Select the notification to cancel

Click on *Edit*

Edit Building Demolition Renovation

Notification

Notification Number: 16-9552-R0

[Cancel Notification](#) [Create Revision](#) [Repudiate](#)

Type of Notification

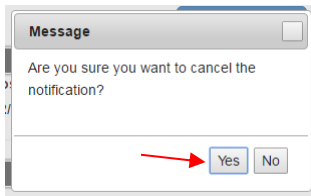
Notification Type	Postmark/Submit Date	Date Received
Original	12/22/2016	12/22/2016

Type of Operation

Operation Type	Is Asbestos Present
Renovation	Asbestos Present Yes

Notification opens in edit mode

Click the *Cancel Notification* button



Click the *Yes* button

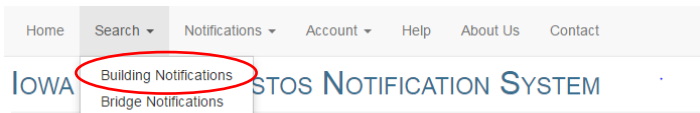
Or click the *No* button to cancel action

The system creates a copy of the previous notification at Step 7

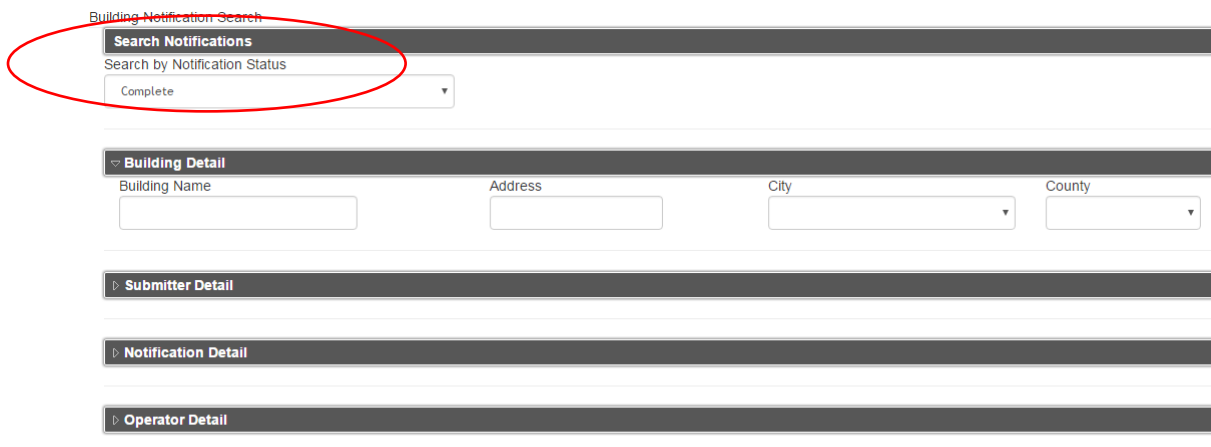
Follow instructions to submit notification

Repudiate Submitted Building Notification

Completed submissions can be repudiated (deny validity)



Click on *Search* and select *Building Notifications*



Search by Notification Status defaults to *Complete*

Click the *Search* button



IOWA DEPARTMENT OF NATURAL RESOURCES

	Building	Submitter	Postmark/Submit Date	Notification	Operation	Documents
16-9546-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	12/22/16	Original	Abatement	Copy of Record
16-9546-R1 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	12/22/16	Revised	Abatement	Copy of Record
16-9551-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	12/23/16	Original	Ordered Demolition	Copy of Record Ordered Demolition
16-9552-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	12/22/16	Original	Renovation	Copy of Record
16-9552-C0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	12/22/16	Canceled	Renovation	Copy of Record

Select the notification to repudiate

Click on *Edit*

Edit Building Demolition Renovation

Notification

Notification Number: 16-9551-R0

[Cancel Notification](#) [Create Revision](#) [Repudiate](#)

Type of Notification		
Notification Type	Postmark/Submit Date	Date Received
Original	12/23/2016	12/23/2016

Type of Operation	Is Asbestos Present
Operation Type Ordered Demolition	Asbestos Present Yes

Notification opens in edit mode

Click the *Repudiate* button

Message

Are you sure you want to repudiate the notification?

[Yes](#) [No](#)

Click the *Yes* button

Or click the *No* button to cancel action

Repudiate Notification

To Repudiate the Notification, please send email to asbestos@dnr.iowa.gov along with the notification number and the reason for repudiating the record.

Send an email to asbestos@dnr.iowa.gov with notification number

Provide reason for repudiating the record

Bridge Notifications from Registered Public Users

Create New Bridge Notification

Notification required of asbestos abatement from bridge or demolition of bridge

Select from list on *Home* screen

Select what you would like to do next:

- **Submit a Building Demolition / Renovation Notification**
- **Submit a Bridge Demolition / Renovation Notification**
- Submit a Training Fire / Demolished Building Burn Notification
- Request Rights to View Notifications Submitted by Others Within Your Company
- Request to Revoke Rights to View the Notifications Submitted by Other Operators

Click on *Submit a Bridge Demolition/Renovation Notification* and a new notification will open

Create Abatement Notification

Asbestos abatement (removal) from a bridge

Step 1

1. Type of Notification

*Notification Type *Postmark/Submit Date (MM/DD/YYYY)
12/23/2016

Select Type of Notification (Annual, Courtesy, or Original) from drop-down list

Hover mouse over ⓘ for detailed definitions of any field

2. Type of Operation **3. Is Asbestos Present**

*Operation Type *Asbestos Present
Yes

Select Type of Operation = Abatement from drop-down list

Select Is Asbestos Present = Yes from drop-down list

Required fields are indicated with a red asterisk (*)

4. Scheduled Dates of Asbestos Removal (MM/DD/YYYY) **5. Scheduled Dates of Demolition or Renovation (MM/DD/YYYY)**

*Start Date *End Date Start Date End Date

Enter Scheduled Dates of Asbestos Removal

Postmark/Submit Date must be at least 10 days before beginning the activity

Start Date must be before End Date

Skip Scheduled Dates of Demolition or Renovation



6. Facility Description

* Please search bridges by clicking on 'Search Bridges' Button

*FHWA Number *Road/Route City

*County *Bridge Size (Sq Ft)

*Directions To Bridge

*Number of Decks *Year Constructed

*Asbestos Location



- Find an existing facility (bridge) by clicking the *Search Bridges* button
- If the bridge is not in the system, complete the form *Facility Description*
- Enter FHWA Number and Road Name/Number
- County and city are populated from drop-down lists
- Enter bridge size and directions to bridge
- Enter number of decks
- Year of construction is populated from drop-down list
- Provide a specific location where asbestos to be removed is located



Click the *Save & Continue* button and the system will go to Step 2

7. Facility Information (Identify Owner and Operator, if Applicable)

* Please Search Owners by clicking on Search Owners Button

*Owner Name

*Owner Address 1 Owner Address 2

*City *State *Zip Code

* Please Search Owning Company's Contact

*Contact First Name *Contact Last Name *Telephone Number Ext.



Find a bridge owner by clicking the *Search Owners* button



Find the name and phone of contact by clicking the *Search Owning Company's Contact* button



* If you are not the operator of the project, please search for the operating company by clicking on the 'Search for Operating Company' button

***Operator Company Name**
Air Quality

***Operator Address 1**
7900 Hickman Road Suite 1

***City**
Windsor Heights

Operator Address 2

***State**
IA

***Zip Code**
50324

* Please search for the operating company's contact by clicking on the 'Search for Operating Company's Contact' button

***Contact First Name**
Joe

***Contact Last Name**
Smith

***Telephone Number**
515-725-8231

Ext.

Operating Company will populate with the company name and address associated with your username

If you are not the operator of the project, please search for the operating company and contact information

Click the appropriate *Search* button

8. Asbestos Abatement Contractor (if applicable)

* Please Search Abatement Contractors by clicking on Search Abatement Contractors Button

***Contractor Company Name**

***Contractor Address 1**

***City**

Contractor Address 2

***State**

***Zip Code**

***IA Permit Number**

* Please Search Abatement Company's Contact

***Contact First Name**

***Contact Last Name**

***Telephone Number**

Ext.

Abatement Contractor will be blank

If you are both the project operator and the abatement contractor, click the *Copy Data from Operator* button

If the you are **not** the abatement contractor, please search for the contracting company and contact information

Click the appropriate *Search* button

Skip Demolition Contractor

Click the *Save & Continue* button and the system will go to Step 3

11a. Approximate Amount of Asbestos (for Abatement purposes only)

	Regulated Asbestos-Containing Material (RACM) to be Removed	Non-friable Asbestos-Containing Material not to be Removed Category I and II
*Total Surface Area (Sq Ft)	<input type="text"/>	<input type="text"/>
*Facility Component(s) (Cu Ft)	<input type="text"/>	<input type="text"/>
*Pipe (Linear Ft)	<input type="text"/>	<input type="text"/>

Enter the Total Surface Area from which RACM will be removed

The value entered must be in numbers

Complete the volume from facility components if asbestos containing materials have been removed from facility components and the volume of debris is known

11b. Quantify in Sq Ft the Total Surface Area from 11a

NOTE: If you do not check the box before the Surface Area Type your amount will not be saved and will not count toward the total surface area for 11a.

Asbestos Cement Board	Spray-On Materials	Caulk	Expansion Joints
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gasket Material	Waterproofing Membranes	Drainage Scuppers	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Facility components and pipes are **not** included in the Total Surface Area to be quantified

Break down the amount of RACM to be removed by the type of material

The value entered must be in numbers

The sum of the separate materials must equal the amount entered in the previous question

If Total Surface Area in Approximate Amount of Asbestos above is blank, the system will remove any values entered in this section

12. Procedure, including analytical method, if appropriate, used to detect the presence of asbestos materials

*Test Method

Select the test method used to detect the presence of asbestos materials from drop-down list

10. Asbestos Inspector

* Please search for the inspector by clicking the 'Search for Inspector's button

*Inspector First Name	*Inspector Last Name	*Telephone Number	Ext.
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
*IA License Number	*Date Inspected (MM/DD/YYYY)		
<input type="text"/>	<input type="text"/>		

Find an inspector by clicking the *Search for Inspector* button

Enter the inspector's license number (must be ###-#### & without the letter "I" for Iowa)

Enter the date the property was inspected (must be before Postmark/Submit date)

13. Description of Work Practices and Engineering Controls to Prevent Asbestos Emissions (check all that apply)

*At least one is required

<input type="checkbox"/> Adequately Wet Materials	<input type="checkbox"/> Glove Bag	<input type="checkbox"/> Seal in Leak-Tight Containers	<input type="checkbox"/> Encapsulate
<input type="checkbox"/> Negative Air Containment	<input type="checkbox"/> Seal in Leak-Tight Wrapping	<input type="checkbox"/> Mini-enclosure	<input type="checkbox"/> Lined Container
<input type="checkbox"/> Other			

Click the checkbox for at least one of the work practices used to prevent asbestos emissions

Skip Description of Planned Demolition or Renovation Work

Click the *Save & Continue* button and the system will go to Step 4



15. Waste Transporter(s)

* Please search for the waste transporter by clicking on 'Search for Waste Transporter 1 button

*Company Name

*Address 1 Address 2

*City *State *Zip Code

*Please search for waste transporter's contact by clicking on the 'Search for Waste Transporter 1's Contact' button

*Contact First Name *Contact Last Name *Telephone Number Ext.

Waste Transporter will be blank

If you are transporting waste material from the site, click the *Copy Operator Data* button

If the you are **not** the waste transporter, please search for the transporting company and contact information

Click the appropriate *Search* button

If there is a second Waste Transporter, repeat steps above

16. Waste Disposal Site(s)

* Please search for waste site by clicking on the 'Search for Waste Site 1' button

*Company Name *Telephone Number Ext.

*Address 1 Address 2

*City *State *Zip Code

Find a waste disposal site by clicking the *Search for Waste Site 1* button

If there is a secondary waste disposal site, click the *Search for Waste Site 2* button

Click the *Save & Continue* button and the system will go to Step 5

17. Description of Procedures to be Followed in the Event of an Unexpected Asbestos Fiber Release

*STOP WORK AND CALL A CERTIFIED ASBESTOS CONTRACTOR AND THE IOWA DNR

I Agree

Click the checkbox beside *I Agree* to indicate that you will stop work and call a certified asbestos contractor and the Iowa DNR in the event of an unexpected asbestos fiber release

18. Attach a miscellaneous file

Miscellaneous file (Only the most recent upload will be saved)

No file chosen

If you have a file related to the abatement notification, click the *Choose File* button and select file to upload

Click the *Save & Continue* button and the system will go to Step 6

Demolition and Renovation of a Bridge



Please review your notification below. If everything is correct, click the continue button at the bottom of the form. The next page will allow you to pay for your notification and submit the copy of record.

This page displays a summary of your notification

Review the notification

Click steps on top banner to go back and make any necessary corrections

Continue until you are back to Step 6



Save & Continue

Click the *Save & Continue* button and the system will go to Step 7

See [Paying For Notifications](#) section

Returning from the payment piece, continue notification by completing the certification process

Return to Step 7 to submit notification

Payment

Please submit your copy of record within 24 hours of having submitted payment.
Payment was received: 12/14/2016, 04:52 PM

The final step is to submit your copy of record. To do this, you need to reauthenticate, answer one of your secret questions, and then click the "Sign Copy of Record" button.

Certification (required because asbestos is present)

I certify that an individual trained in the provisions of regulation 40 CFR PART 61, SUBPART M (Asbestos NESHAP) will be onsite during the demolition or renovation and evidence that the required training has been accomplished by this person will be available for inspection during normal business hours.



I Agree

*Certifier's Title

Click the checkbox beside "I Agree" to indicate that a trained asbestos professional will be onsite

Type in Title of Operating Company Responsible Official

Submitter

I certify that to the best of my knowledge that the information I am submitting is true and correct.
I further certify under penalty of law that I have personally examined and am familiar with the information I submitted in this and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

I Agree

*Submitter's Title

* You must agree to the statements above by checking the corresponding checkbox before proceeding.

Click the checkbox beside "I Agree" to indicate truth and accuracy of notification

Type in Title of Operating Company Responsible Official



Log in to Asbestos Notification and Sign

dnrairquality2@gmail.com

Log In

Enter your password

Click the *Log In* button

Answer Secret Question

Question

Where did you first meet your spouse?

Answer

Answer

Enter the answer to the security question

Click the *Answer* button

Sign File

Click 'Sign Copy of Record' to complete your submission.

Sign Copy of Record

Click the *Sign Copy of Record* button

Home Search ▾ Notifications ▾ Account ▾ Help About Us Contact

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Welcome Joe Smith


Your notification copy of record has been successfully submitted.

Create Demolition Notification

Demolition of bridge when asbestos already removed or under threshold


Step 1


1. Type of Notification

*Notification Type  *Postmark/Submit Date (MM/DD/YYYY)

Select Type of Notification (Annual, Courtesy, or Original) from drop-down list

Hover mouse over  for detailed definitions of any field

2. Type of Operation 

3. Is Asbestos Present 

Select Type of Operation = Demolition from drop down list

Select Is Asbestos Present = No – Abatement has already occurred from drop-down list

Required fields are indicated with a red asterisk (*)

4. Scheduled Dates of Asbestos Removal (MM/DD/YYYY) *Start Date *End Date

5. Scheduled Dates of Demolition or Renovation (MM/DD/YYYY) Start Date End Date



Skip Scheduled Dates of Asbestos Removal

Enter Scheduled Dates of Demolition or Renovation

Postmark/Submit Date must be at least 10 days before beginning the activity

Start Date must be before End Date



6. Facility Description

* Please search bridges by clicking on 'Search Bridges' Button

FHWA Number Road/Route City

*County *Bridge Size (Sq Ft)

*Directions To Bridge

*Number of Decks *Year Constructed

Asbestos Location



Find an existing facility (bridge) by clicking the *Search Bridges* button

If the bridge is not in the system, complete the form *Facility Description*

Enter FHWA Number and Road Name/Number

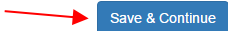
County and city are populated from drop-down lists

Enter bridge size and directions to bridge

Enter number of decks

Year of construction is populated from drop-down list

Asbestos Location is not required on demolition notifications



Click the *Save & Continue* button and the system will go to Step 2

7. Facility Information (Identify Owner and Operator, if Applicable)

* Please Search Owners by clicking on Search Owners Button

*Owner Name

*Owner Address 1 Owner Address 2

*City *State *Zip Code

* Please Search Owing Company's Contact

*Contact First Name *Contact Last Name *Telephone Number Ext.



Find a bridge owner by clicking the *Search Owners* button



Find the name and phone of contact by clicking the *Search Owing Company's Contact* button



* If you are not the operator of the project, please search for the operating company by clicking on the 'Search for Operating Company' button

***Operator Company Name**
Air Quality

***Operator Address 1**
7900 Hickman Road Suite 1

***City**
Windsor Heights

Operator Address 2

***State**
IA

***Zip Code**
50324

* Please search for the operating company's contact by clicking on the 'Search for Operating Company's Contact' button

***Contact First Name**
Joe

***Contact Last Name**
Smith

***Telephone Number**
515-725-8231

Ext.

Operating Company will populate with the company name and address associated with your username

If you are not the operator of the project, please search for the operating company and contact information

Click the appropriate *Search* button

Skip Asbestos Abatement Contractor

9. Demolition Contractor (if applicable)

* Please Search Demolition Contractors by clicking on Search Demolition Contractors Button

***Contractor Company Name**

***Contractor Address 1**

***City**

Contractor Address 2

***State**

***IA Permit Number**

***Zip Code**

* Please Search Demolition Company's Contact

***Contact First Name**

***Contact Last Name**

***Telephone Number**

Ext.

Demolition Contractor will be blank

If you are both the project operator and the demolition contractor, click the *Copy Data from Operator* button

If the you are **not** the demolition contractor, please search for contracting company and contact information

Click the appropriate *Search* button

Click the *Save & Continue* button and the system will go to Step 3

Skip Approximate Amount of Asbestos

Skip Quantify in Square Feet the Total Surface Area

Skip Procedure, including analytical method, if appropriate used to detect the presence of asbestos materials

Skip Asbestos Inspector

Skip Description of Work Practices and Engineering Controls to Prevent Asbestos Emissions



14. Description of Planned Demolition or Renovation Work (backhoe, bulldozer, hand removal, etc.)

*At least one is required

- Backhoe
- Implosion
- Bulldozer
- Skid Loader
- Hand Removal
- Other

Click the checkbox for at least one method of demolition



Click the *Save & Continue* button and the system will go to Step 4

15. Waste Transporter(s)

* Please search for the waste transporter by clicking on 'Search for Waste Transporter 1 button



*Company Name

*Address 1

*City

*State

*Contact First Name

*Contact Last Name

*Zip Code

Address 2

*Telephone Number

Ext.

* Please search for waste transporter's contact by clicking on the 'Search for Waste Transporter 1's Contact' button

Search Waste Transporters 1's Contact

Waste Transporter will be blank

If you are transporting waste material from the site, click the *Copy Operator Data* button

If the you are **not** the waste transporter, please search the transporting company and contact information

Click the appropriate *Search* button

If there is a second Waste Transporter, repeat steps above

16. Waste Disposal Site(s)

* Please search for waste site by clicking on the 'Search for Waste Site 1' button



*Company Name

*Address 1

*City

*State

*Zip Code

*Telephone Number

Ext.

Address 2

Find a waste disposal site by clicking the *Search for Waste Site 1* button

If there is a secondary waste disposal site, click the *Search for Waste Site 2* button



Click the *Save & Continue* button and the system will go to Step 5


17. Description of Procedures to be Followed in the Event of an Unexpected Asbestos Fiber Release

*STOP WORK AND CALL A CERTIFIED ASBESTOS CONTRACTOR AND THE IOWA DNR



Click the checkbox beside *I Agree* to indicate that you will stop work and call a certified asbestos contractor and the Iowa DNR in the event of an unexpected asbestos fiber release

18. Attach a miscellaneous file

Miscellaneous file (Only the most recent upload will be saved) 

No file chosen

If you have a file related to the demolition notification, click the *Choose File* button and select file to upload

Click the *Save & Continue* button and the system will go to Step 6

Demolition and Renovation of a Bridge



Please review your notification below. If everything is correct, click the continue button at the bottom of the form. The next page will allow you to pay for your notification and submit the copy of record.

This page displays a summary of your notification.

Review the notification

Click steps on top banner to go back and make any necessary corrections

Continue until you are back to Step 6

Click the *Save & Continue* button and the system will go to Step 7

See [Paying For Notifications](#) section

Returning from the payment piece, continue notification by completing the certification process

Return to Step 7 to submit notification


Payment

Please submit your copy of record within 24 hours of having submitted payment.

Payment was received: 12/14/2016, 04:52 PM

The final step is to submit your copy of record. To do this, you need to reauthenticate, answer one of your secret questions, and then click the "Sign Copy of Record" button.

Submitter

*I certify that to the best of my knowledge that the information I am submitting is true and correct.
I further certify under penalty of law that I have personally examined and am familiar with the information I submitted in this and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.* 

I Agree

*Submitter's Title

* You must agree to the statements above by checking the corresponding checkbox before proceeding.

Click the checkbox beside "I Agree" to indicate truth and accuracy of notification

Type in Title of Operating Company Responsible Official



Log in to Asbestos Notification and Sign

dnrairquality2@gmail.com

Log In

Enter your password

Click the *Log In* button

Answer Secret Question

Question

Where did you first meet your spouse?

Answer

Answer

Enter the answer to the security question

Click the *Answer* button

Sign File

Click 'Sign Copy of Record' to complete your submission.

Sign Copy of Record

Click the *Sign Copy of Record* button

Home Search Notifications Account Help About Us Contact

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Welcome Joe Smith

Your notification copy of record has been successfully submitted.

Paying For Notifications

Payments, if required, occur on Step 7 of the notification process.

Pay using eCheck



- Step 1
- Step 2
- Step 3
- Step 4
- Step 5
- Step 6
- Step 7

Payment

The asbestos notification fee is \$100. There is an IOWAccess fee of \$1.50 on all transactions - if you choose to pay by credit card, there is also a 2.5% convenience fee. You may avoid the 2.5% fee by paying by eCheck.

After clicking "Pay Fees", you will be redirected to the Gov2Go online payment portal. After your payment is processed, you will be able to submit your copy of record. If you have already completed payment and cannot submit the copy of record, press the refresh button to check to see if payment processing has completed.

[Pay Fees](#)

[Refresh](#)

- Click Pay Fees to continue

Review your order

Choose how you'd like to pay

Iowa DNR - Asbestos Notification Fee

You are paying a notification fee.

Acceptable Payment Type(s): **ACH (E-check), American Express, Discover, Master Card, Visa**

Credit Card fee is 2.5%. For this invoice, using Credit Card the fee is \$2.54

***Item Total: \$101.50**

Expires: January 10, 2024 at 11:59:59 PM

*Additional fees may apply at final checkout

Description	Unit Price	Qty	Amt
Asbestos Notification Fee	\$100.00	1	\$100.00
IOWAccess Service Fee	\$1.50	1	\$1.50

[Cancel](#)

[Pay Now](#)

[Add to Cart](#)

- Click Pay Now



IOWA DEPARTMENT OF NATURAL RESOURCES

1
Payment Info

2
Summary & Checkout

3
Confirmation

Creating a Gov2Go account allows users to quickly access stored payment methods.
[Sign In or Create Account](#)

Iowa DNR - Asbestos Notification Fee

You are paying a notification fee.

Acceptable Payment Type(s): **ACH (E-check), American Express, Discover, Master Card, Visa**

Credit Card fee is 2.5%. For this invoice, using Credit Card the fee is \$2.54

Item Total: **\$101.50**

Expires January 10, 2024 at 11:59:59 PM

*Additional fees may apply at final checkout

Description	Unit Price	Qty	Amt
Asbestos Notification Fee	\$100.00	1	\$100.00
IOWAccess Service Fee	\$1.50	1	\$1.50

Pay with a saved payment option

[Sign In/ Create an account](#)

Or pay one-time with

[ACH/E-Check](#)

[Credit/Debit](#)

- To pay by check, click ACH/E-Check

You are paying a notification fee.

Acceptable Payment Type(s): **ACH (E-check), American Express, Discover, Master Card, Visa**

Credit Card fee is 2.5%. For this invoice, using Credit Card the fee is \$2.54

Item Total: **\$101.50**

Expires January 10, 2024 at 11:59:59 PM

*Additional fees may apply at final checkout

Description	Unit Price	Qty	Amt
Asbestos Notification Fee	\$100.00	1	\$100.00
IOWAccess Service Fee	\$1.50	1	\$1.50

This payment IS being funded specifically by a FOREIGN source (bank or company), an international ACH Transaction "IAT"

[Next](#)

What Is IAT?

As defined by NACHA, IAT means a credit or debit entry that is part of a payment transaction involving a financial agency's office that is not located in the territorial jurisdiction of the United States. For purposes of this definition a financial agency means an entity that is authorized by applicable law to accept deposits or is in the business of issuing money orders or transferring funds. An office of a financial agency is involved in the payment transaction if it:


1. Holds an account that is credited or debited as part of the payment transaction;
2. Receives payment directly from a Person or makes payment directly to a Person as part of the payment transaction; or
3. Serves as an intermediary in the settlement of any part of the payment transaction.

- Click the Next button



IOWA DEPARTMENT OF NATURAL RESOURCES

E-CHECK INFORMATION

Checking Savings
 This is a business account.  Routing Number Account Number

Name on Account

Account Number

Confirm Account Number

Routing Number

Name of Bank

BILLING INFORMATION

Street Address or PO Box

Apartment, Suite, Building

Country City

Postal Code State

- Choose to make the payment from existing Checking or Savings Account
- If it is a business checking account, click the checkbox to indicate so
- Complete all text boxes as instructed
- At the end, click Next button



Terms and Conditions

Yes, I authorize this transaction. Please print this page if you would like a copy of this authorization for your records. By checking "Yes" and opting to pay by electronic debit against the bank account specified in this agreement, I agree and stipulate to all statements:

1. I am the legal owner, have power of attorney, or have legal authority in relation to the bank account specified above to be used for payment.
2. Such bank account is open, validly issued, in good standing and able to accept electronic debits.
3. Department of Natural Resources or its agent is authorized to electronically debit the bank account ending in 9999 on Wednesday, 10 January 2024, and if necessary, to credit such account to correct any erroneous debits using an Automated Clearing House ("ACH") debit entry.
4. This ACH debit authorization will remain in full force and effect for this single debit entry only.
5. Department of Natural Resources or its agent may re-debit my account for the payment in the event such is dishonored by my financial institution, and is additionally authorized to charge the maximum return item processing fee according to the laws governing Department of Natural Resources's state.
6. For inquiries relating to this electronic debit authorization, including revocation of this authorization, I may contact Department of Natural Resources at 833-803-0004.
7. I understand the Originating ID for this transaction is "0123456789". Please make sure your banking institution has released any debit blocks (if applicable) for this ID to ensure successful payment.
8. I (we) agree that ACH transactions I (we) authorized comply with all applicable NACHA Rules and all applicable US law and the laws governing Department of Natural Resources's state.

Yes, I authorize this transaction.

[Previous](#)

[Next](#)

- This is the Terms and Conditions associated with electronic transactions
- Read through and if agree, click a checkmark in the Authorize this transaction checkbox
- click Next

Pay Now

Progress: 1. Payment Info (checked) | 2. Summary & Checkout | 3. Confirmation

Billing Information
 Name: [Redacted]
 Address:
 123 Main St
 Des Moines, IA 50311
 USA

Iowa DNR - Asbestos Notification Fee

You are paying a notification fee.

Acceptable Payment Types: ACH (E-check), American Express, Discover, Master Card, Visa

Credit Card fee is 2.5%. For this invoice, using Credit Card the fee is \$2.54

Account ending in: [Redacted]

Item Total: \$101.50 Expires January 19, 2024 at 11:59:59 PM
*Additional fees may apply at final checkout.

Description	Unit Price	Qty	Amt
Asbestos Notification Fee	\$100.00	1	\$100.00
IOWAccess Service Fee	\$1.50	1	\$1.50

Enter an email to receive your receipt

Enter your Email Address: [Redacted]@gmail.com | Re-enter your Email Address: [Redacted]@gmail.com

[Back](#) [Process Payment](#)

- This is the review of the payment and indicates where email will be sent
- Click Process Payment to continue

Progress: 1. Payment Info (checked) | 2. Summary & Checkout (checked) | 3. Confirmation (checked)

Congratulations!
 Your order was successful.

Please check your email for information and a receipt regarding your recent order.

Item name:	Iowa DNR - Asbestos Notification Fee
Transaction ID:	69663630
Transaction Date:	01/10/2024
Amount:	\$101.50

For concerns regarding your transaction, contact Customer Care at:

- Phone: .
- Email: asbestos@dnr.iowa.gov
- Web: .

[Continue](#)

- This is the confirmation page. It provides the Transaction ID and date.
- Click the Continue button



- Email is sent to the email address. Note that this email is from Gov2Go
- Return to Step 7 to submit notification

Pay Using Credit Card

1 Payment Info 2 Summary & Checkout 3 Confirmation

Creating a Gov2Go account allows users to quickly access stored payment methods.
[\(Sign In or Create Account\)](#)

Iowa DNR - Asbestos Notification Fee

You are paying a notification fee.

Acceptable Payment Type(s): **ACH (E-check), American Express, Discover, Master Card, Visa**

Credit Card fee is 2.5%. For this invoice, using Credit Card the fee is \$2.54

***Item Total: \$101.50** ^
Expires: January 10, 2024 at 11:59:59 PM
*Additional fees may apply at final checkout

Description	Unit Price	Qty	Amt
Asbestos Notification Fee	\$100.00	1	\$100.00
IOWAccess Service Fee	\$1.50	1	\$1.50

Pay with a saved payment option

[Sign in/ Create an account](#)

Or pay one-time with

[ACH/E-Check](#) [Credit/Debit](#)

- Click the *Credit/Debit* button



IOWA DEPARTMENT OF NATURAL RESOURCES

Iowa DNR - Asbestos Notification Fee

You are paying a notification fee.

Acceptable Payment Types: ACH (E-check), American Express, Discover, Master Card, Visa

Credit Card fee is 2.5%. For this invoice, using Credit Card the fee is \$2.54

Item Total: **\$101.50**

Expires January 10, 2024 at 11:59:59 PM

*Additional fees may apply at final checkout

Description	Unit Price	Qty	Amt
Asbestos Notification Fee	\$100.00	1	\$100.00
IDWAccess Service Fee	\$1.50	1	\$1.50

Cards Accepted



CREDIT CARD INFORMATION

Name on Card

Card Number

Expiration Date

MM / YY

CVC/CVV Code

BILLING INFORMATION

Street Address or PO Box

Apartment, Suite, Building

Country

United States

City

Postal Code

State

Next

- Complete the required fields
- Click Next



IOWA DEPARTMENT OF NATURAL RESOURCES

Progress: 1. Payment Info (checked), 2. Summary & Checkout (active), 3. Confirmation

Billing Information
Name: [REDACTED]
Address: [REDACTED]
USA

Iowa DNR - Asbestos Notification Fee
You are paying a notification fee.
Acceptable Payment Types: ACH (E-check), American Express, Discover, Master Card, Visa
Credit Card fee is 2.5%. For this invoice, using Credit Card the fee is \$2.54
Credit Card ending in: [REDACTED]

Item Total: \$104.04
Expires January 10, 2024 at 11:59:59 PM
Additional fees may apply on this checkout.

Description	Unit Price	Qty	Amt
Asbestos Notification Fee	\$100.00	1	\$100.00
IOWAccess Service Fee	\$1.50	1	\$1.50
Service Fee	\$2.54	1	\$2.54

Enter an email to receive your receipt

Enter your Email Address: [REDACTED]@gmail.com
Re-enter your Email Address: [REDACTED]@gmail.com

[Back](#) [Process Payment](#)

- This is the summary page.
- Click Process Payment

Pay Now

Progress: 1. Payment Info (checked), 2. Summary & Checkout (checked), 3. Confirmation (checked)

Congratulations!
Your order was successful.

Please check your email for information and a receipt regarding your recent order.

Item name:	Iowa DNR - Asbestos Notification Fee
Transaction ID:	69663820
Transaction Date:	01/10/2024
Amount:	\$104.04

For concerns regarding your transaction, contact Customer Care at:

- Phone: .
- Email: asbestos@dnr.iowa.gov
- Web: .

[Continue](#)

- This is the confirmation page showing the Transaction ID number
- Click Continue

(example of email)



- An email will be sent to the email listed on the summary page
- Return to Step 7 to submit notification

Continue Unfinished Bridge Notification

Pending notifications display on *Home* screen

Bridge Demolition/Renovation							
Notification #	Bridge	County	Submitter Company	Submitter	Postmark/Submit Date	Notification	Operation
16-9522-R0 Continue Remove	Bridge FHWA # 1456 E 11th Street Des Moines IA	Polk			12/27/16	Original	Demolition

Click on *Continue* to open the notification at Step 1

Review data previously entered

Continue through each step to submit

Refer to [table of contents](#) for step by step instructions by type of operation

Remove Unfinished Notification

Delete an incomplete notification by selecting from table of pending notifications on *Home* screen

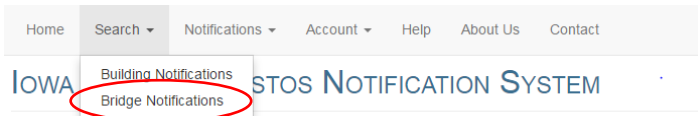
Unfinished Notifications

Bridge Demolition/Renovation							
Notification #	Bridge	County	Submitter Company	Submitter	Postmark/Submit Date	Notification	Operation
16-9522-R0 Continue Remove	Bridge FHWA # 1456 E 11th Street Des Moines IA	Polk			12/27/16	Original	Demolition

Click on *Remove* and the notification will be removed from the system

Revise Submitted Bridge Notification

Completed submissions can be revised



Click on *Search* and select *Bridge Notifications*

Bridge Notification Search

Search Notifications

Search by Notification Status

Complete

Bridge Detail

FHWA Number Road/Route City County

Submitter Detail

Notification Detail

Operator Detail



Search by Notification Status defaults to Complete

Click the *Search* button



IOWA DEPARTMENT OF NATURAL RESOURCES

	Bridge	Submitter	Postmark/Submit Date	Notification	Operation	Documents
16-8206-R0 View Edit	Bridge FHWA # 5056 I-35 Warren County	DNR LeAnn Larsen	12/08/16	Original	Abatement	Copy of Record Miscellaneous Attachment
16-8233-R0 View Edit	Bridge FHWA # 1456 E 11th Street Des Moines IA Polk County	DNR LeAnn Larsen	12/08/16	Original	Abatement	Copy of Record

Select the notification to revise

Click on *Edit*

Edit Bridge Demolition Renovation

Notification

Notification Number: 16-9449-R1

[Cancel Notification](#) [Create Revision](#) [Repudiate](#)

1. Type of Notification

Notification Type	Postmark/Submit Date	Date Received
Revised	12/14/2016	12/14/2016

2. Type of Operation

Operation Type
Demolition

3. Is Asbestos Present

Asbestos Present
No - Abatement has already occurred

4. Scheduled Dates of Asbestos Removal (MM/DD/YYYY)

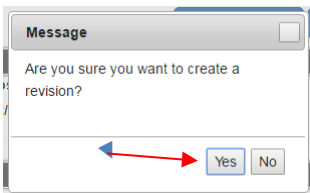
Start Date	End Date

5. Scheduled Dates of Demolition or Renovation (MM/DD/YYYY)

Start Date	End Date
01/03/2017	01/03/2017

Notification opens in edit mode

Click the *Create Revision* button



Click the *Yes* button

Or click the *No* button to cancel action



1. Type of Notification

*Notification Type: Revised
*Postmark/Submit Date (MM/DD/YYYY): 12/27/2016

2. Type of Operation

*Operation Type: Demolition

3. Is Asbestos Present

*Asbestos Present: No - Abatement has already occurred

4. Scheduled Dates of Asbestos Removal (MM/DD/YYYY)

Start Date: End Date:

5. Scheduled Dates of Demolition or Renovation (MM/DD/YYYY)

*Start Date: 01/03/2017 *End Date: 01/03/2017

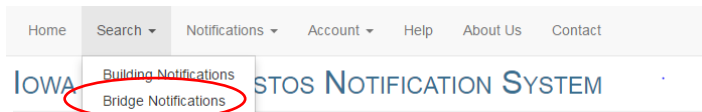
The system creates a copy of the previous notification at Step 1

Make changes as necessary following instructions to submit notification

Revised notifications cannot violate the original 10 day notification window

Cancel Submitted Bridge Notification

Completed submissions can be canceled



Click on *Search* and select *Bridge Notifications*

Bridge Notification Search

Search Notifications

Search by Notification Status: Complete

Bridge Detail

FHWA Number: Road/Route: City: County:

Submitter Detail

Notification Detail

Operator Detail



Search by Notification Status defaults to Complete

Click the *Search* button



	Bridge	Submitter	Postmark/Submit Date	Notification	Operation	Documents
16-8206-R0 View Edit	Bridge FHWA # 5056 I-35 Warren County	DNR LeAnn Larsen	12/08/16	Original	Abatement	Copy of Record Miscellaneous Attachment
16-8233-R0 View Edit	Bridge FHWA # 1456 E 11th Street Des Moines IA Polk County	DNR LeAnn Larsen	12/08/16	Original	Abatement	Copy of Record

Select the notification to cancel

Click on *Edit*

Edit Bridge Demolition Renovation

Notification

Notification Number: 16-9449-R1

[Cancel Notification](#)
[Create Revision](#)
[Repudiate](#)

1. Type of Notification

Notification Type	Postmark/Submit Date	Date Received
Revised	12/14/2016	12/14/2016

2. Type of Operation

Operation Type
Demolition

3. Is Asbestos Present

Asbestos Present
No - Abatement has already occurred

4. Scheduled Dates of Asbestos Removal (MM/DD/YYYY)

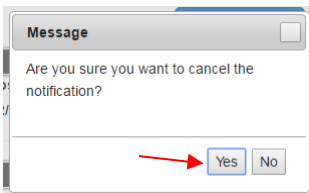
Start Date	End Date

5. Scheduled Dates of Demolition or Renovation (MM/DD/YYYY)

Start Date	End Date
01/03/2017	01/03/2017

Notification opens in edit mode

Click the *Cancel Notification* button



Click the *Yes* button

Or click the *No* button to cancel action

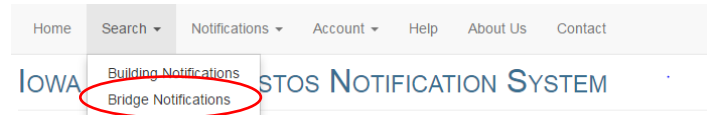
The system creates a copy of the previous notification at Step 7

Follow instructions to submit notification



Repudiate Submitted Bridge Notification

Completed submissions can be repudiated (deny validity)



Click on *Search* and select *Bridge Notifications*



Search by Notification Status defaults to Complete

Click the *Search* button

	Bridge	Submitter	Postmark/Submit Date	Notification	Operation	Documents
16-8206-R0 View Edit	Bridge FHWA # 5056 I-35 Warren County	DNR LeAnn Larsen	12/08/16	Original	Abatement	Copy of Record Miscellaneous Attachment
16-8233-R0 View Edit	Bridge FHWA # 1456 E 11th Street Des Moines IA Polk County	DNR LeAnn Larsen	12/08/16	Original	Abatement	Copy of Record

Select the notification to repudiate

Click on *Edit*



Edit Bridge Demolition Renovation

Notification

Notification Number: 16-9449-R1

Cancel Notification Create Revision Repudiate

1. Type of Notification

Notification Type	Postmark/Submit Date	Date Received
Revised	12/14/2016	12/14/2016

2. Type of Operation

Operation Type
Demolition

3. Is Asbestos Present

Asbestos Present
No - Abatement has already occurred

4. Scheduled Dates of Asbestos Removal (MM/DD/YYYY)

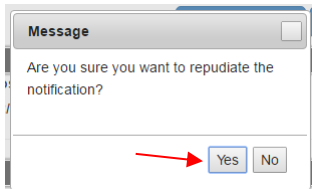
Start Date	End Date

5. Scheduled Dates of Demolition or Renovation (MM/DD/YYYY)

Start Date	End Date
01/03/2017	01/03/2017

Notification opens in edit mode

Click the *Repudiate* button



Click the *Yes* button

Or click the *No* button to cancel action

Repudiate Notification

To Repudiate the Notification, please send email to asbestos@dnr.iowa.gov along with the notification number and the reason for repudiating the record.

Send an email to asbestos@dnr.iowa.gov with notification number

Provide reason for repudiating the record



Training Fire Notifications from Registered Public Users

Create New Training Fire Notification

Notification required of a Training Fire—Demolition or a Controlled Burn of a Demolished Building

Select from list on *Home* screen

Select what you would like to do next:

- Submit a Building Demolition / Renovation Notification
- Submit a Bridge Demolition / Renovation Notification
- **Submit a Training Fire / Demolished Building Burn Notification**
- Request Rights to View Notifications Submitted by Others Within Your Company
- Request to Revoke Rights to View the Notifications Submitted by Other Operators

Click on *Submit a Training Fire/Demolished Building Burn Notification* and a new notification will open

Create Training Fire Notification

Building burn for the purposes of training public or industrial employees in firefighting methods

Step 1

1a. Type of Notification

*Operation Type

Training Fire

1b.

*Notification Type: Original

*Postmark/Submit Date (MM/DD/YYYY): 12/27/2016

Select Type of Operation = Training Fire from drop-down list

Select Notification type = Original from drop-down list

Required fields are indicated with a red asterisk (*)

2. Fire Department or City official responsible for the burn

Search Fire Department or City Official

* Please search for the fire department or city official by clicking on the "Search Fire Department or City Official" button

*Name

*Address 1

Address 2

*City

*State: IA

*Zip Code

Search Fire Department or City Official Contact

* Please search for the fire department or city official contact

*Contact First Name

*Contact Last Name

*Telephone Number

Ext.

(Documentation of City Council approval is required for all demolished building burns.)



Find the fire department conducting building burn by clicking the *Search Fire Department or City Official* button

Find the name and phone of the contact by clicking the *Search Fire Department or City Official Contact* button

Documentation of City Council approval needs to be part of file attached in Step 3



3. Building Owner

Search for Building Owner

* Please Search for the building owner by clicking on the "Search for Building Owner" button

*Owner Name

*Owner Address 1

*City

Owner Address 2

*State

*Zip Code

Search Building Owner's Contact

* Please search for the building owner's contact

*Contact First Name

*Contact Last Name

*Telephone Number

Ext.



Find a building owner by clicking the *Search for Building Owner* button

Find the name and phone of contact by clicking the *Search Building Owner's Contact* button

Save & Continue

Click the *Save & Continue* button and the system will go to Step 2

4 & 5. Facility Description

Search Buildings

* Please search for the building by clicking on the "Search Buildings" button

*Building Name

*Address 1

*City

*Building Size (Sq Ft)

*Present Use

Address 2

*State

*Number of Floors

*Prior Use

*County

*Zip Code

*Year Constructed



Find an existing facility (building) by clicking the *Search Buildings* button

If the building is not in the system, complete the form *Facility Description*

Enter building name and physical location

County and city are populated from drop-down lists

Enter size, number of floors, year of original construction, present and prior use

Year of construction, present and prior use are populated from drop-down lists

6. Person conducting thorough inspection for asbestos-containing materials [ACM]

Search Inspectors

* Please search for the inspector by clicking the "Search Inspectors" button

*Inspector First Name

*Inspector Last Name

*Telephone Number

Ext.

Find an inspector by clicking the *Search Inspectors* button

7. Laboratory analysis method used to check samples for asbestos fibers

*Test Method

Select the test method used to detect the presence of asbestos materials from drop-down list

8. Was/is asbestos containing material [ACM] present in the building?

*Asbestos Present

Yes No

If "Yes," attach a summary of how the material was/will be removed. If an asbestos NESHAP notification was previously submitted for the removal, please attach a copy of the previous notification.

Note: All asbestos containing material (ACM) must be removed before building demolition.

Click either Yes or No radio button

If an asbestos NESHAP notification was previously submitted, bundle it with other required documents attached in Step 3

Save & Continue

Click the *Save & Continue* button and the system will go to Step 3

9a. Will asphalt roofing layers be removed prior to demolition or burning? If yes, go to step 10.

If "No," complete 9b and 9c.

Select Yes or No from drop-down list

If Yes skip next two questions

9b. Have all asphalt roofing layers been analyzed and found to not contain asbestos?

If "No," the asphalt roofing must be removed prior to the demolition and burn. Results of all asphalt roofing analyses must be attached to this notification.

Select Yes or No from drop-down list

Documentation of asphalt roofing analysis needs to be bundled with other required documents attached in Step 3

9c. First or Second Burn

If non-asbestos asphalt roofing will remain on the structure during the burn, this notification is for the burn for this calendar year. (NOTE: The limit on burning two structures per calendar year with asphalt roofing applies to both training fires and controlled burns of demolished buildings.)

Select if this is the first or second burn in the calendar year

10. Dates (MM/DD/YYYY)

	*Start	*Complete
Burn Dates	<input type="text"/>	<input type="text"/>
	*Start	*Complete
Alternate Dates	<input type="text"/>	<input type="text"/>

NOTE: For demolished building burns, notification must be postmarked or hand-delivered to the DNR at least **thirty (30) days** before the proposed burn start date and at least **10 working days** prior to the start of the demolition. For training fires, notification must be postmarked or hand-delivered to the DNR at least **ten working days** before the proposed burn start date.

Enter the proposed burn dates

Skip Provide an explanation of why alternative methods of debris management are not being used to dispose of the building

Skip Describe what methods will be used to notify nearby residents of the proposed burn

Attach a miscellaneous file

Miscellaneous file (Only the most recent upload will be saved)

Choose File No file chosen

Bundle all required documents and upload a single attachment

Save & Continue

Click the *Save & Continue* button and the system will go to Step 6

Step 4 & 5 are not required for Training Fire Notifications



Training Fire-Demolition or a Controlled Burn of a Demolished Building



This page displays a summary of your notification

Review the notification

Click steps on top banner to go back and make any necessary corrections

Continue until you are back to Step 6



Save & Continue

Click the *Save & Continue* button and the system will go to Step 7

(Fees are not required for notifications of training fires)

Submitter

I certify that to the best of my knowledge that the information I am submitting is true and correct. I further certify under penalty of law that I have personally examined and am familiar with the information I submitted in this and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

I agree

*SubmitterTitle

Click the checkbox beside "I Agree" to indicate truth and accuracy of notification

Type in Title of Operating Company Responsible Official

Log in to Asbestos Notification and Sign

dnrairquality2@gmail.com



Log In

Enter your password

Click the *Log In* button

Answer Secret Question

Question

Where did you first meet your spouse?

Answer



Answer

Enter the answer to the security question

Click the *Answer* button

Sign File

Click 'Sign Copy of Record' to complete your submission.



Sign Copy of Record

Click the *Sign Copy of Record* button



Create Demolished Building Burn Notification Controlled burn of a demolished building by a city government

Step 1

1a. Type of Notification

*Operation Type
Demolished Building Burn

1b.

*Notification Type: Original
*Postmark/Submit Date (MM/DD/YYYY): 12/28/2016

Select Type of Operation = Training Fire from drop-down list
 Select Notification type = Original from drop-down list
 Required fields are indicated with a red asterisk (*)

2. Fire Department or City official responsible for the burn

[Search Fire Department or City Official](#)

* Please search for the fire department or city official by clicking on the "Search Fire Department or City Official" button

*Name
 *Address 1
 *City
 *State (IA)
 *Zip Code

[Search Fire Department or City Official Contact](#)

* Please search for the fire department or city official contact

*Contact First Name
 *Contact Last Name
 *Telephone Number
 Ext.

(Documentation of City Council approval is required for all demolished building burns.)



Find the fire department conducting building burn by clicking the *Search Fire Department or City Official* button

Find the name and phone of the contact by clicking the *Search Fire Department or City Official Contact* button

Documentation of City Council approval needs to be part of file attached in Step 3



3. Building Owner

[Search for Building Owner](#)

* Please Search for the building owner by clicking on the "Search for Building Owner" button

*Owner Name

*Owner Address 1

*City

Owner Address 2

*State

*Zip Code

[Search Building Owner's Contact](#)

* Please search for the building owner's contact

*Contact First Name

*Contact Last Name

*Telephone Number

Ext.



Find a building owner by clicking the *Search for Building Owner* button

Find the name and phone of contact by clicking the *Search Building Owner's Contact* button

[Save & Continue](#)

Click the *Save & Continue* button and the system will go to Step 2

4 & 5. Facility Description

[Search Buildings](#)

* Please search for the building by clicking on the "Search Buildings" button

*Building Name

*Address 1

*City

*Building Size (Sq Ft)

*Present Use

Address 2

*State

*Number of Floors

*Prior Use

*County

*Zip Code

*Year Constructed



Find an existing facility (building) by clicking the *Search Buildings* button

If the building is not in the system, complete the form *Facility Description*

Enter building name and physical location

County and city are populated from drop-down lists

Enter size, number of floors, year of original construction, present and prior use

Year of construction, present and prior use are populated from drop-down lists

6. Person conducting thorough inspection for asbestos-containing materials [ACM]

[Search Inspectors](#)

* Please search for the inspector by clicking the "Search Inspectors" button

*Inspector First Name

*Inspector Last Name

*Telephone Number

Ext.

Find an inspector by clicking the *Search Inspectors* button

7. Laboratory analysis method used to check samples for asbestos fibers

*Test Method

Select the test method used to detect the presence of asbestos materials from drop-down list

8. Was/is asbestos containing material [ACM] present in the building?

*Asbestos Present

Yes No

If "Yes," attach a summary of how the material was/will be removed. If an asbestos NESHAP notification was previously submitted for the removal, please attach a copy of the previous notification.

Note: All asbestos containing material (ACM) must be removed before building demolition.

Click either Yes or No radio button

If an asbestos NESHAP notification was previously submitted, bundle it with other required documents attached in Step 3

Save & Continue

Click the *Save & Continue* button and the system will go to Step 3

9a. Will asphalt roofing layers be removed prior to demolition or burning? If yes, go to step 10.

If "No," complete 9b and 9c.

Select Yes or No from drop-down list

If Yes skip next two questions

9b. Have all asphalt roofing layers been analyzed and found to not contain asbestos?

If "No," the asphalt roofing must be removed prior to the demolition and burn. Results of all asphalt roofing analyses must be attached to this notification.

Select Yes or No from drop-down list

Documentation of asphalt roofing analysis needs to be bundled with other required documents attached in Step 3

9c. First or Second Burn

If non-asbestos asphalt roofing will remain on the structure during the burn, this notification is for the burn for this calendar year. (NOTE: The limit on burning two structures per calendar year with asphalt roofing applies to both training fires and controlled burns of demolished buildings.)

Select if this is the first or second burn in the calendar year

10. Dates (MM/DD/YYYY)

	*Start	*Complete
Burn Dates	<input type="text"/>	<input type="text"/>
	*Start	*Complete
Alternate Dates	<input type="text"/>	<input type="text"/>

NOTE: For demolished building burns, notification must be postmarked or hand-delivered to the DNR at least **thirty (30) days** before the proposed burn start date and at least **10 working days** prior to the start of the demolition. For training fires, notification must be postmarked or hand-delivered to the DNR at least **ten working days** before the proposed burn start date.

Enter the proposed burn dates

11. Provide an explanation of why alternative methods of debris management are not being used to dispose of the building.

*Explanation

Enter an explanation of what alternative disposal methods were explored and why burning was chosen to dispose of some or all of the building

12. Describe what methods will be used to notify nearby residents of the proposed burn.

*Describe

Briefly describe what method(s) the city used to notify nearby residents



Attach a miscellaneous file

Miscellaneous file (Only the most recent upload will be saved)

Choose File No file chosen

Bundle all required documents and upload a single attachment



Click the *Save & Continue* button and the system will go to Step 4

13a. Is the building being, or has it been, mechanically demolished before the controlled burn will occur?

If "Yes," complete 13b & c. If "No," complete 13d.

NOTE: The NESHAP notification for demolition must be submitted at least **10 working days** prior to the start of demolition. If an asbestos NESHAP notification for the demolition was previously submitted, please attach a copy with this notification.

Select Yes or No from drop-down list

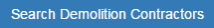
If No skip next two questions

13b. Dates (MM/DD/YYYY)

Demolition Dates ***Start** ***Complete**

Enter dates of scheduled demolition

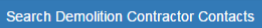
13c. Demolition Contractor Information



* Please search demolition contractors by clicking on the 'Search Demolition Contractors' button

***Contractor Name**
***Contractor Address 1** **Contractor Address 2**
***City** ***State** ***Zip Code**

Find the demolition contracting company by clicking the *Search Demolition Contractors* button



* Please Search Demolition Company Contacts by clicking on the 'Search Demolition Contractor Contacts' button

***Contact First Name** ***Contact Last Name** ***Telephone Number** **Ext.**

Find the name and phone of contact by clicking the *Search Demolition Contractor Contacts* button

13d. If building has not been, or will not be, demolished prior to burning, please indicate why the proposed burn will not qualify as a training fire (check all that apply).

- Building not safe to enter (dilapidated and/or no longer standing)
- Building is too close to neighboring buildings
- Fire fighter training exercise not being conducted
- Other (please briefly summarize)

Click the checkbox best describing the reason why the city has elected to conduct a demolished building burn rather than a training fire

14a. Will the demolished building burn occur at the original building address indicated in question #4?

Selecting "No" means the demolished building will be moved to another location prior to burning, so also complete 14b, c, and d as applicable.

Select Yes or No from drop-down list

If Yes skip next three questions



14b. Exact burn site location (give site address, coordinates and/or attach a map).

Burn Site Location

[Empty text input field]

NOTE: A city may establish a burn site outside the city limits provided they meet the established requirements. The burn site must be at least 0.6 miles from the nearest building inhabited by a person (including both residences and businesses).

Provide the exact location of the building burn site

14c. Will additional buildings be included in the proposed burn?

If "Yes," complete 14d.

Select Yes or No from drop-down list

If No skip the next question

14d. Indicate the original addresses for all other buildings to be included in this proposed burn:

Other Addresses

[Empty text input field]

NOTE: A complete notification is required for each building to be burned. Please attach completed notifications for all buildings to be burned at this location on this proposed date.

Provide the original addresses for all other buildings to be included in this burn

Save & Continue

Click the Save & Continue button and the system will go to Step 5

15. Total Square feet of demolished building material to be burned at the site

[Empty text input field]

NOTE: The sum total square feet of building material for each burn may not exceed 1700 square feet.

Indicate the total square feet of all demolished building materials to be burned

16. Approximate time that burn will occur

*Start time *End time

[Start time input field] [End time input field]

NOTE: A demolished building burn may be conducted only between the hours of 6 AM and 6 PM.

Enter the start and end time for the burn

17. Distance from nearest inhabited building

If the burn is located outside the city limits please provide the exact distance, in miles, from the burn site to the nearest building inhabited by a person (including both residences and businesses).

[Empty text input field]

Indicate the approximate distance, in miles, from the burn sit to the nearest building inhabited by a person

18. Number of demolished building burns within city city limits

Including this proposed burn, how many demolished building burns will your city have conducted within city limits in this calendar year?

[Empty text input field]

Indicate how many demolished building burns, including the proposed burn, the city has conducted with the calendar year

Save & Continue

Click the Save & Continue button and the system will go to Step 6

Demolition and Renovation of a Bridge



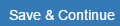
Please review your notification below. If everything is correct, click the continue button at the bottom of the form. The next page will allow you to pay for your notification and submit the copy of record.

This page displays a summary of your notification

Review the notification

Click steps on top banner to go back and make any necessary corrections

Continue until you are back to Step 6



Click the *Save & Continue* button and the system will go to Step 7

(Fees are not required for notifications of controlled building burns)

Submitter

*I certify that to the best of my knowledge that the information I am submitting is true and correct.
I further certify under penalty of law that I have personally examined and am familiar with the information I submitted in this and all attached documents
and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true,
accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and
imprisonment.*

I agree

*SubmitterTitle

Click the checkbox beside "I Agree" to indicate truth and accuracy of notification

Type in Title of Operating Company Responsible Official

Log in to Asbestos
Notification and Sign

dnrairquality2@gmail.com



Enter your password

Click the *Log In* button

Answer Secret Question

Question

Where did you first meet your
spouse?

Answer

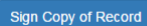


Enter the answer to the security question

Click the *Answer* button

Sign File

Click 'Sign Copy of Record' to
complete your submission.



Click the *Sign Copy of Record* button

Home Search Notifications Account Help About Us Contact

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Welcome Joe Smith

Your notification copy of record has been successfully submitted.



IOWA DEPARTMENT OF
NATURAL RESOURCES

Continue Unfinished Training Fire Notification

Pending notifications display on *Home* screen

Training Fire-Demolition or a Controlled Burn of a Demolished Building						
Notification #	Building	County	Submitter	Postmark/Submit Date	Notification	Operation
17-9677-R0 Continue Remove	Derelict 2 123 any street Des Moines IA 50310	Polk		01/03/17	Original	Training Fire

Click on *Continue* to open the notification at Step 1

Review data previously entered

Continue through each step to submit

Refer to [table of contents](#) for step by step instructions by type of operation

Remove Unfinished Notification

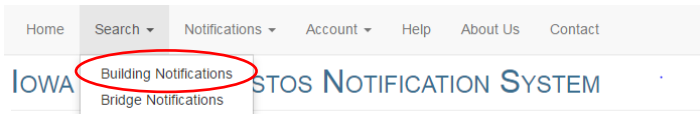
Delete an incomplete notification by selecting from table of pending notifications on *Home* screen

Training Fire-Demolition or a Controlled Burn of a Demolished Building						
Notification #	Building	County	Submitter	Postmark/Submit Date	Notification	Operation
17-9677-R0 Continue Remove	Derelict 2 123 any street Des Moines IA 50310	Polk		01/03/17	Original	Training Fire

Click on *Remove* and the notification will be removed from the system

Revise Submitted Training Fire Notification

Completed submissions can be revised



Click on *Search* and select *Building Notifications*



Building Notification Search

Search Notifications

Search by Notification Status

Complete

Building Detail

Building Name Address City County

Submitter Detail

Notification Detail

Notification Number - -R

Notification Type

Operation Type

Postmark Begin Date

Postmark End Date

Operator Detail

[Search](#)

- Search by Notification Status defaults to Complete
- Click the triangle beside Notification Detail
- Select Operation Type = "Training Fire" from drop-down list
- Click the *Search* button

	Building	Submitter	Postmark/Submit Date	Notification	Operation	Documents
17-9677-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	01/03/17	Original	Training Fire	Copy of Record

- Select the notification to revise
- Click on *Edit*
- Edit Training Fire-Demolition or a Controlled Burn of a Demolished Building

Notification

Notification Number: 17-9677-R0

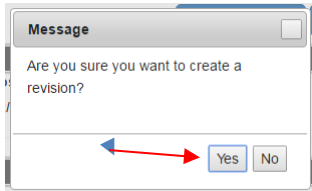
[Cancel Notification](#) [Create Revision](#) [Repudiate](#)

1a. Type of Notification

Operation Type

Training Fire

- Notification opens in edit mode
- Click the *Create Revision* button



Click the *Yes* button

Or click the *No* button to cancel action

1a. Type of Notification

*Operation Type
Training Fire

1b.

*Notification Type	*Postmark/Submit Date (MM/DD/YYYY)
Revised	1/3/2017

2. Fire Department or City official responsible for the burn

[Search Fire Department or City Official](#)

* Please search for the fire department or city official by clicking on the "Search Fire Department or City Official" button

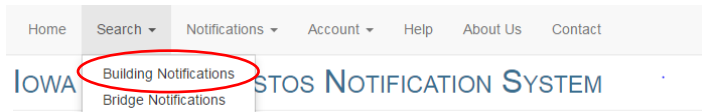
The system creates a copy of the previous notification at Step 1

Make changes as necessary following instructions to submit notification

Revised notifications cannot violate the original 10 day notification window

Cancel Submitted Training Fire Notification

Completed submissions can be canceled



Click on *Search* and select *Building Notifications*



Building Notification Search

Search Notifications

Search by Notification Status

Complete

Building Detail

Building Name Address City County

Submitter Detail

Notification Detail

Notification Number - -R

Notification Type

Operation Type

Postmark Begin Date

Postmark End Date

Operator Detail

[Search](#)

- Search by Notification Status defaults to Complete
- Click the triangle beside Notification Detail
- Select Operation Type = "Training Fire" from drop-down list
- Click the *Search* button

	Building	Submitter	Postmark/Submit Date	Notification	Operation	Documents
17-9677-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	01/03/17	Original	Training Fire	Copy of Record

- Select the notification to cancel
- Click on *Edit*
- Edit Training Fire-Demolition or a Controlled Burn of a Demolished Building

Notification

Notification Number: 17-9677-R0

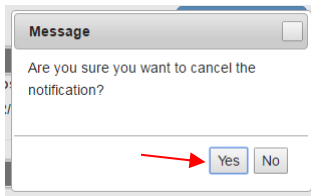
[Cancel Notification](#) [Create Revision](#) [Repudiate](#)

1a. Type of Notification

Operation Type

Training Fire

- Notification opens in edit mode
- Click the *Cancel Notification* button



Click the *Yes* button

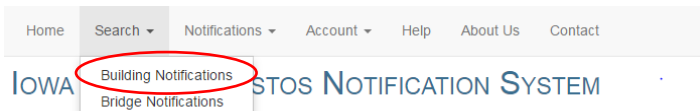
Or click the *No* button to cancel action

The system creates a copy of the previous notification at Step 7

Follow instructions to submit notification

Repudiate Submitted Training Fire Notification

Completed submissions can be repudiated (deny validity)



Click on *Search* and select *Building Notifications*

Search by Notification Status defaults to Complete

Click the triangle beside Notification Detail

Select Operation Type = "Training Fire" from drop-down list

Click the *Search* button



	Building	Submitter	Postmark/Submit Date	Notification	Operation	Documents
17-9677-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	01/03/17	Original	Training Fire	Copy of Record

Select the notification to cancel

Click on *Edit*

Edit Training Fire-Demolition or a Controlled Burn of a Demolished Building

Notification

Notification Number: 17-9677-R0

1a. Type of Notification

Operation Type

Training Fire

Notification opens in edit mode

Click the *Repudiate* button

Message

Are you sure you want to repudiate the notification?

Yes No

Click the *Yes* button

Or click the *No* button to cancel action

Repudiate Notification

To Repudiate the Notification, please send email to asbestos@dnr.iowa.gov along with the notification number and the reason for repudiating the record.

Send an email to asbestos@dnr.iowa.gov with notification number

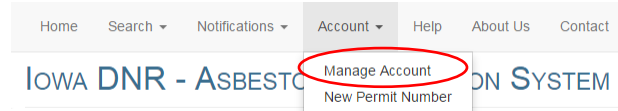
Provide reason for repudiating the record



Manage Account Information

Manage Account Security

Maintain user account credentials



Click on *Account* and select *Manage Account*

Change Password

Use the following rules to create a new password

- Password must be between 8 and 15 characters **and** begin with a letter
- Password must contain at least one number, lowercase and uppercase letter
- Password **cannot** use special characters
- Password **cannot** contain your username or the word 'password'

Username/Password

UserName

[Change Password](#) [Change Questions](#)

Click the *Change Password* button

Change Password

* Current Password

* New Password

* Confirm Password

Password Requirements:

- Not contain the User ID
- Not contain the word 'password'
- Contain only letters and numbers
- Contain at least one lowercase and one uppercase letter
- Contain at least one number
- Begin with a letter
- Between 8 and 15 characters
- Cannot be a password previously used

[Submit](#)

Enter current password

Enter new password twice to confirm

Click the *Submit* button

Change Security Questions

Security questions protect the integrity of your account

Select 5 questions from a list of 20 options

Username/Password

UserName

Click the *Change Questions* button

Security Questions

* Security Question 1

* Answer

* Security Question 2

* Answer

* Security Question 3

* Answer

* Security Question 4

* Answer

* Security Question 5

* Answer

* Password

Select 5 questions and enter 5 answers

Answers must be at least 4 characters

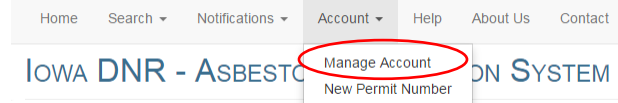
Click the Change Questions button

Manage Contact Information

Maintain your address and phone number

This feature allows you to personalize the address associated with your user id

This will not update the address associated with notifications for your organization

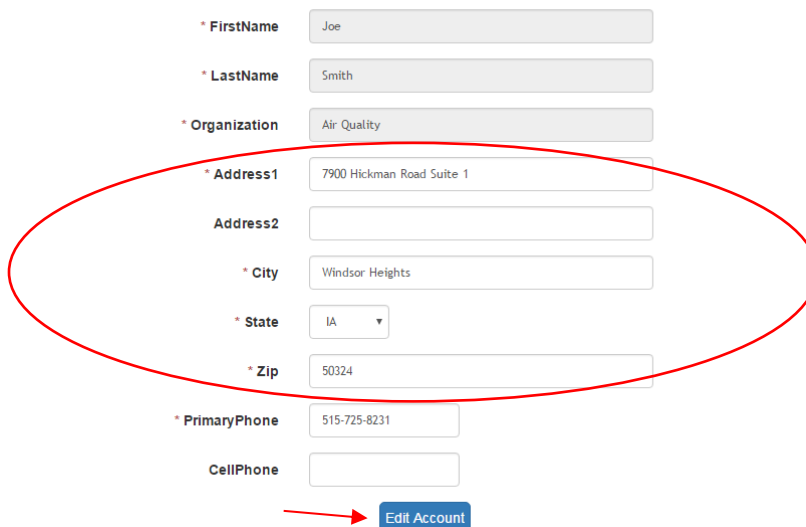


Click on *Account* and select *Manage Account*

Change Organization Address

Update your company address (changes address for company name)

Contact Information



* **FirstName** Joe

* **LastName** Smith

* **Organization** Air Quality

* **Address1** 7900 Hickman Road Suite 1

Address2

* **City** Windsor Heights

* **State** IA

* **Zip** 50324

* **PrimaryPhone** 515-725-8231

CellPhone

[Edit Account](#)

Enter street address, city, state and ZIP code

Click the *Edit Account* button



Change Phone Number

Update your direct dial phone number (changes phone number connected to your name)

Contact Information

* **FirstName**

* **LastName**

* **Organization**

* **Address1**

Address2

* **City**

* **State**

* **Zip**

* **PrimaryPhone**

CellPhone

[Edit Account](#)

Enter primary phone and cell phone

Click the *Edit Account* button

New Permit Number

Update company's permit number

Home Search Notifications Account Help About Us Contact

IOWA DNR - ASBESTOS NOTIFICATION SYSTEM

Manage Account
New Permit Number

Click on *Account* and select *New Permit Number*

Add New Permit Number

New 4 Digit Permit Number

[Save Permit Number](#)

Enter new permit number

Click the *Save Permit Number* button



Search

Search is an integral function of the Asbestos Notification System

Search Organization

Search organization when creating new user account and when creating new and revised notifications

- Owning Company
- Operating Company
- Abatement Contractor
- Demolition Contractor
- Waste Transporter
- Building Owner (Training Fire)

Search Existing Companies

Search companies containing all or part of text entered in Company Name or Address fields

Search Organization

- Search for a company by entering text in the Company Name or Address fields for a list of companies containing all or part of the entered text.
- The less text you enter, the more results will be returned. If you leave Company Name and Address empty, a complete list of all companies will be shown.
- If the company you're looking for is not found, add it by clicking the 'Add New Company' button.

Company Name Address

Type all or part of company name and click the *Search* button

Type all or part of company street address and click the *Search* button

Select	Company Name	Permit Number	Address
2459	Abate That	9111	123 Abate St Abate IA 50000
2455	Abate This		15 15th Street Des Moines IA 50310

*Please select a company from the list or click the 'Add New Company' button to add a new company.

Select correct company name by clicking on the *number* in far left column

Add New Company

If the company is not found using Search, click the *Add New Company* button

Search Organization

- Search for a company by entering text in the Company Name or Address fields for a list of companies containing all or part of the entered text.
- The less text you enter, the more results will be returned. If you leave Company Name and Address empty, a complete list of all companies will be shown.
- If the company you're looking for is not found, add it by clicking the 'Add New Company' button.

Company Name Address

Click the *Add New Company* button and a box will open to enter new company information

Add New Company



IOWA DEPARTMENT OF NATURAL RESOURCES

*Company Name

*Address 1

*City


*Phone Number

Permit Number (If Applicable)

Address 2

*State

*Postal Code



Enter company name

Enter abatement or demolition permit number if applicable

Enter street address, city, state and ZIP Code

Enter company phone number

Click the *Save* button

Search Building

Search building when creating new and revised building notifications

Search Existing Buildings

Search buildings containing all or part of a city or county name, or all or part of a street address


Search Buildings

- Search for a building by entering part of the building's address and/or selecting the building's city and/or county.
- For a list of all buildings, leave the City, County and Address blank

City

County

Address



Type all or part of city or county name

Type all or part of the street address

Leave city, county, and address blank for complete listing

Click the *Search* button



Select	Building Name	Address	County
1	Theta Chi Fraternity House	1320 34th St Des Moines IA 50311	Polk
11	N/A	409 E Granger Ave Des Moines IA 50315	Polk
12	N/A	1322 23rd St Des Moines IA 50311	Polk
14	N/A	1509 E 36th Ct Des Moines IA 50317	Polk
22	Meredith Hall	2507 University Ave Des Moines IA 50311	Polk
23	Dial Computer Center	2410 Forest Ave Des Moines IA 50311	Polk
28	Field House	2701 Forest Ave Des Moines IA 50311	Polk

1 2 3 4 5 >

*Please select a building from the list

Select correct building by clicking on the *number* in far left column

Add New Building

If the building is not found using Search, fill out the form on the notification entry screen

Search Bridges

Search bridges when creating new and revised bridge notifications

Search Existing Bridges

Search bridges containing all or part of a city or county name, or all or part of a road name

Add New Bridge

If the bridge is not found using Search, fill out the form on the notification entry screen

Search Inspector

Search asbestos inspectors when creating new and revised notifications

Search Asbestos Inspectors

Search inspectors containing all or part of name

Search Inspectors

- Search for the inspector by entering text in the First Name or Last Name fields for a list of inspectors containing all or part of the entered text.
- The less text you enter, the more results will be returned. If you leave First Name and Last Name empty, a complete list of all inspectors will be shown.
- If the inspector you're looking for is not found, add it by clicking the 'Add New Inspector' button.

First Name

Last Name

Type all or part of inspector's first or last name and click the *Search* button

Select	Contact Name	Phone Number
49115	Johnny Tester	515-123-4567

*Please select Inspector from the list or Add New Inspector

Select correct inspector by clicking on the *number* in far left column

Add New Inspector

If the inspector is not found using Search, click the *Add New Inspector* button

Search Inspectors

- Search for the inspector by entering text in the First Name or Last Name fields for a list of inspectors containing all or part of the entered text.
- The less text you enter, the more results will be returned. If you leave First Name and Last Name empty, a complete list of all inspectors will be shown.
- If the inspector you're looking for is not found, add it by clicking the 'Add New Inspector' button.

First Name

Last Name

Click the *Add New Inspector* button and a box will open to enter new company information

Add New Inspector

Add Inspector

*First Name

*Last Name

*Telephone Number Ext.

Enter inspector name

Enter inspector phone number

Click the *Save* button

Search Waste Site

Search waste disposal sites when creating new and revised notifications

Search Existing Waste Disposal Site

Add New Waste Disposal Site

Search Notifications

Search notifications when reviewing, revising, or canceling notifications

Search Repudiated Notifications

Search repudiated records by notification status

Home Search Notifications Account Help About Us Contact

IOWA ASBESTOS NOTIFICATION SYSTEM

Building Notifications
Bridge Notifications

Click on *Search* and select *Building Notifications*

Building Notification Search

Search Notifications

Search by Notification Status

Repudiated

Select Notification Status = Repudiated from drop-down list



IOWA DEPARTMENT OF NATURAL RESOURCES



Click the *Search* button

	Building	Submitter	Postmark/Submit Date	Notification	Operation	Documents
16-9551-R0 View Edit	Derelict 2 123 any street Des Moines IA 50310 Polk County	Air Quality Joe Smith	12/23/16	Original	Ordered Demolition	Copy of Record Ordered Demolition

Troubleshooting

I didn't get a verification email

If you did not receive a verification email, click the *Resend Email Verification* button

*To complete your account registration, you must complete the Email Verification Step



My password expired and I don't know how to reset it

Passwords expire every 60 days

Reset your password by clicking the *Forgot Password* link above the *Log In* button

Log In

For Existing Accounts

Email

Password

[Forgot Password](#)

[Log In](#)

The system will send an email with a temporary password

Click the link embedded in the email to unlock your account and change your password

I failed the identity proofing, now what do I do?

Send an email to asbestos@dnr.iowa.gov and ask for a paper copy of the Subscriber Agreement to sign and submit notifications

My account is locked because I gave the wrong answer to the security question

Send an email to asbestos@dnr.iowa.gov and with your name, organization and username. Advise that your user account is locked. You may be asked to verify your credentials. DNR staff can unlock your account and you will receive an email notification to login and change your questions.

You will be unable to submit notifications until you update your security questions. You can use the same questions/answers as originally submitted.

I clicked on a miscellaneous attachment but nothing happens

Right click and select "Open Link" or "Save Link" to force the file to open/save.

I need to change the name or the address of my company

The system was designed such that an existing company with a new address will be treated as a new organization in order to retain the history of the company's previous address for those notifications already submitted with the old address. Therefore, to change a company's address, simply "Add New Company" and enter the company name and new address information and then use the new record with the new address on future notifications.