

NEW JERSEY – PROJECT DATASHEET – MULTI-FAMILY - SCHOOLS – LARGE BUILDINGS
Information on this form is required by the NJDEP – Failure to complete will prohibit/invalidate report.

Test Site Information:

Building/School Name: _____ School Code: _____
 Test Address: _____
 City: _____ State: _____ Zip: _____
 County: _____ Municipality: _____

Client Address Information: (if different from test site information)

Client Name: _____
 Client Address: _____
 City: _____ State: _____ Zip: _____
 Client email address: _____

Lab Use Only

Device #	ROOM NAME/ ROOM NUMBER - LOCATION	Floor	Start Date	Start Time	Stop Date	Stop Time	Test Type:	LAB USE	LAB USE
							(S) Standard (B) Blank (D) Duplicate		

Structure type: (circle one) Basement / Crawlspace / Slab on Grade / Other	NJ CERTIFIED TESTER CERTIFICATION NUMBER AND/ OR OWNER SIGNATURE
Test Purpose: Real Estate / Initial Screening / Follow Up Test / Post Mitigation (circle one)	
Building Type: (circle one) Residential / Non-Residential / School / Child Care Center	
If Residential (circle one) Single-family / Condominium / Townhouse / Apartment / Other	Deployed by: _____ NJ Certified Tester #: _____
	Retrieved by: _____ NJ Certified Tester #: _____

SHIP DEVICES BACK TO LAB:
 AccuStar Labs
 Sab r a ar H
 Tel ☎
 MEB 90122 | LAB D

Indoor Temperature Cold (<65°F) Normal Hot (>75°F) Actual _____ °F
Indoor Humidity Dry (<25%rH) Normal Humid (>60%rH) Actual _____ rH
(circle one for each above or write in the actuals)

Closed Building Conditions: Present at start of test? Yes – No (circle one)
Closed Building Conditions: Present at stop of test? Yes – No (circle one)

Weather: Raining? Yes – No Windy? Yes – No (circle one for each)

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New Jersey law limits who can perform radon testing. A buyer under contract to purchase a home must hire a professional to test. The buyer does not yet own the house and therefore cannot perform any portion of the test (e.g. picking up the canister and mailing it to the laboratory for analysis). A certified radon professional must be responsible for doing the entire test. Similarly, the current home owner may not perform any portion of the test since it is the buyer who contracted for the test, not the homeowner. It follows that any real estate agent is precluded from performing any portion of a test contracted by either the buyer or the homeowner and that included closing the test device, picking it up and sealing it.

Read all instructions completely before starting tests.

Failure to follow instructions and completely fill out all information on data sheets will prohibit/invalidate report. If you have any questions call AccuStar Labs before you begin measurement. (800) 523-4964.

Prepare for Testing (Short Term Test Only)

1. Conduct project radon testing in accordance with N.J.A.C 7:28-27 and the latest ANSI/AARST measurement protocols for each building type, and AccuStar's MEB certification, QA Plan and radiological safety plan.
2. Test device quality control measures shall be established (duplicates and blanks) that comply with the latest ANSI/AARST, NJDEP radon protocols and AccuStar's MEB QA Plan before test devices are placed in the field.
3. Closed house/building conditions must be maintained. All windows and external doors should remain closed (except for brief opening of doors necessary for normal entry and exit) FOR 12 HOURS PRIOR TO AND DURING MEASUREMENT PERIOD.
4. Leave radon mitigation system operating. (if applicable)
5. Set HVAC systems to "Auto" and set window A/C units to recirculate. Dehumidifiers may be operated during test.
6. Do not operate whole house exhaust fans, wood or coal stoves (unless they are the primary source of heat).
7. Unusual weather conditions affect test results. Do not perform the test during sustained high winds, heavy rain or extreme indoor conditions of heat, cold or humidity. Check your local weather forecast to ensure measurement is scheduled during satisfactory weather conditions.
8. Short term tests should not be placed in areas of high humidity. If humidity is unavoidable, tests placed in humid areas should not be exposed for more than 72 hours (3 days). A longer test duration may invalidate results.
9. Tests should not be conducted while building is undergoing remodeling or other modifications, including HVAC system modifications.
10. Air exchange systems (other than furnaces) should not be operation for 12 hours prior to and during testing.
11. Canisters must be exposed for 2 to 4 days (no less than 48 hours and no more than 96 hours) Exposure of less than 48 hours or more than 96 hours will invalidate results.

Placement

1. As a guideline, the canisters should be placed at a minimum of one can every 2000 square feet of open space.
2. DO NOT place canisters in bathrooms, kitchens, boiler rooms, closets, crawlspaces, storage areas or any areas with high humidity. Avoid placing devices on stone surfaces, such as granite or marble.
3. Keep canisters away from excessive heat, outside walls, and/or drafts caused by HVAC vents, windows, doors, direct sunlight and high humidity.
4. Choose a location that is at least 3 feet from any door, wall or window, 2 feet from the floor or ceiling and 4 inches from other objects. Do not place devices directly under blowing air.

Starting the Test

1. Your test must start before the expiration date on the device or your results may be invalid.
2. Remove the vinyl tape and top lid from device, place lid on the bottom of the device and using the same tape, wind tape around lid to secure it to the bottom of the device.
3. Record the device number and the test site information on the information forms provided. (Missing information will prohibit analysis).
4. Record the start date and complete start time (including AM or PM). **Sign data Sheet.**
5. New Jersey testers must provide a NJDEP Certification Number –School personal placing canisters must provide a NJDEP Exemption Number (see NJ School Testing Packet). Certified testers must completely perform all testing procedures (place/retrieve and ship canisters).
6. Place the device open face side up, exposing it to the air. Do not cover or block canisters.

7. Do not touch or move the device during the entire testing period.
8. Inform clients of testing conditions and protocols. Any discrepancies should be documented.

Important Note! Missing or incorrect exposure information (dates and times) may be recalculated if information is provided in a timely manner. If a recalculation is requested, there will be a \$10.00 fee per canister.

Ending the Test

1. After exposing the devices 2-4 days (48 to 96 hours), replace the lid and completely reseal the device with the same vinyl tape (use electrical tape if vinyl tape is misplaced.) **The device must be re-taped around the seam the same way as when it was opened. Devices that are not properly sealed or missing tape could prohibit analysis.**
2. Record the stop date and complete time (including AM or PM). **Sign Data Sheet.**

Returning the canisters for Analysis

1. For large projects of multiple devices, place up to 10 devices inside a zip lock baggie and include each corresponding datasheet inside each bag to keep the devices together with datasheet.
2. **Please do not just throw large amounts of canisters in a box, keep them separated with corresponding datasheets. Loose canisters will cause a delay with your results.**
3. Make sure completed corresponding datasheet accompany canisters inside the box.
4. **CHECK THAT ALL INFORMATION IS COMPLETED-CIRCLED-ETC. WE CANNOT REPORT RESULTS IF ANY INFORMATION IS MISSING.**
5. MAIL CANISTERS IMMEDIATELY - LABORATORY MUST RECEIVE DEVICES WITHIN 7 DAYS AFTER SEALING. A DELAY WILL INVALIDATE REPORT.

Shipping Address: (UPS – FedEx)
2 Saber Way
Ward Hill MA 01835

Mailing Address: (Post Office Delivery)
PO Box 3008
Haverhill MA 01831

AccuStar Labs

MEB# 90122

LAB#MA004

Phone: 888-480-8812

Email: radonlab@accustarlabs.com

Limitation of Data and Liability - We maintain all data and other information strictly confidential and will not release it to other than Authorized Representatives of AccuStar Labs, without specific permission from the customer except where required by law. Information may be included in reports to the public but without reference to specific names/addresses. We do not accept responsibility for financial or health consequences of subsequent action taken by our customer or his consultants as a result of this analysis and sampling. We make NO warranty of any kind, express or implied for the consequences of erroneous test results. Neither AccuStar Labs, nor any of its employees or agents shall be liable under any claim, charge or demand whether in contract, tort or otherwise, for any and all loss, cost, charge, claim demand, fee, expense or damage of any nature or kind arising out of, connected with, resulting from or sustained as a result of any radon testing requests. Test kits are analyzed by AccuStar Labs using the information provided by the customer/tester. AccuStar Labs is not responsible if correct information is not provided or if test instructions were not followed.