

**New York City Department of Environmental Protection  
Bureau of Environmental Compliance  
Asbestos Control Program  
59-17 Junction Boulevard, 8<sup>th</sup> floor  
Flushing, New York 11373-5108**

**ASBESTOS CERTIFICATION INSTRUCTION SHEET**  
**ALL ANSWERS MUST BE IN ENGLISH**

- a) Read the requirements for asbestos handler, restricted handler, supervisor, and/or investigator certification that are detailed in Title 15, Chapter 1. A copy of the Rules (**effective January 6, 2019**) is posted on the Department's website, at <http://www.nyc.gov/html/dep/html/asbestos/asbestos.shtml>
- b) Complete items **1 through 18** of this application, as well as the signature requirements at the end of the application. Failure to complete **ALL** items will result in rejection of the application.
- c) All applicants for new and renewed certifications will have a current New York State photo Driver's License or Non-Driver ID card. Anyone without either of these may have their photograph taken at any nearby NYS Department of Motor Vehicles Office. You may call '311' to locate the nearest office. Read the New York State Department of Motor Vehicles (NYS DMV) *Request for a Photo Image instruction sheet*. Check with the DMV for acceptable proofs of identity before going to the DMV for photographs. Telephone or check the website at <http://www.dmv.ny.gov/license.htm#identification> for the *New York State Department of Motor Vehicles General Requirements for Proof of Identity*
- d) Attach a clear copy of your NYS DMV driver license, non-driver ID, or the FS-6T receipt received from NYS DMV to your application.  
**Note** for all Renewal Applicants: there is no need to resubmit a copy of a valid New York State Department of Motor Vehicles ID card if the documentation is already in the Department's files, unless requested.
- e) Attach copies of your social security card, all current New York City Department of Environmental Protection (NYC DEP) asbestos certificate(s), and/or all current state licenses or certificates which may be required for your application.  
**Note** for all Renewal Applicants: there is no need to resubmit copies of a valid social security card, current NYC DEP certificate(s), and/or all current state licenses or certificates if the documentation is already in the Department's files, unless requested.
- f) Attach a copy of the NYS Department of Health (NYS DOH) certificate of asbestos safety training (Form DOH2832) for the asbestos certification type (handler, restricted handler, supervisor, or investigator/inspector) for which you are applying.  
**Note:** the form must be **current** at the time of application submission.
- g) Initial applicants: Attach two (2) identical passport type color photographs with a white background. Renewal or duplicate applicants: Attach one (1) passport type photograph with a white background.  
**Note:** The photographs must **not** contain hats, eyeglasses, or full-face beards.
- h) Attach the required non-refundable application-processing fee (check or money order) payable to the New York City Department of Environmental Protection. *Refer to item 1 of the application form.*

- i) **All initial applicants:**
- a. You will be notified by mail when and where to report for the certification examination.
  - b. You must bring a photo ID card and your appointment letter to the certification examination.
- j) Make and keep copies of all documents before submitting the application to the Department.
- k) Send by regular or certified mail the completed application, attachment(s), and relevant appendices to:
- CITY OF NEW YORK  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
ASBESTOS CONTROL PROGRAM  
59-17 JUNCTION BOULEVARD, 8<sup>TH</sup> FLOOR  
FLUSHING, NEW YORK 11373-5108**
- l) In addition to the mailing address above, you may contact the Asbestos Control Program at (718) 595-3693, (718) 595-3695 or by fax to (718) 595-3776.
- m) The DMV will mail your certificate(s) to the address on your application.
- n) You may withdraw your consent to the NYC DEP and NYS DMV to use your NYSDMV photo for ID purposes by sending a signed and notarized copy of the **Withdrawal of Consent** form to the NYC DEP by certified mail at the address on the form. Do not return this form with your application.  
**Note:** Use this form only if you wish to withdraw consent in the future.

**ASBESTOS CERTIFICATION APPLICATION**  
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<p>1. Certification Type:</p> <p><input type="checkbox"/> Asbestos Handler</p>	<p>Application fee: (non-refundable) \$100.00</p>	<p>2. Application Type:</p> <p><input type="checkbox"/> Initial  <input type="checkbox"/> Renewal</p> <p>Specify which certificate you are renewing #: _____</p> <p style="text-align: right;">Expiration date: _____</p>
<p>3. Social Security Number: ____ - ____ - _____</p>	<p>4. DMV Number: ____ - ____ - ____</p>	
<p>5. Last Name: _____</p>		
<p>6. First Name: _____ Middle Initial: _____</p>		
<p>7. Mailing/ Home Street Address: _____ Apt. #: _____</p>		
<p>8. City/Town: _____ State: _____ Zip Code: _____</p>		
<p>9. Home Telephone Number: (____) _____ - _____ 10: Work Telephone Number: (____) _____ - _____</p>		
<p>11: Birthday: ____ / ____ / ____ <small>(Month/ Day/ Year)</small></p>	<p>12: Height: ____ Feet ____ Inches</p>	<p>13: Weight: ____ lbs.</p>
<p>14: Gender:  <input type="checkbox"/> Male  <input type="checkbox"/> Female</p>		
<p>15. Applicants need to provide as attachments to this form:</p> <p><input type="checkbox"/> Passport photo (2 for initial, 1 for renewal)  <input type="checkbox"/> Copy of NYS DMV ID or License (initial only)  <input type="checkbox"/> Copy of Social Security Card (initial only)  <input type="checkbox"/> NYS DOH Form 2832 Proof of Training (all applicants)</p>	<p>15a. Email Address:          _____</p>	
<p>16. Name of Current Employer: _____</p> <p>Street Address: _____</p> <p>City: _____ State: _____ Zip: _____ Start Date of Employment: _____</p>		
<p>17. <b>MANDATORY SECTION:</b> for all applicants:</p> <ul style="list-style-type: none"> <li>• Have you ever been found guilty after trial, or pleaded guilty, no contest, or nolo contendere to a crime related to asbestos or occupational safety or health (felony or misdemeanor) in any court?  <input type="checkbox"/> Yes    <input type="checkbox"/> No</li> <li>• Has any licensing or disciplinary authority revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, or refused to issue or renew a professional license or certificate held by you now or previously, or fined, censured, reprimanded, or otherwise disciplined you?  <input type="checkbox"/> Yes    <input type="checkbox"/> No</li> </ul>		

- Are criminal charges related to asbestos or occupational safety or health pending against you in any court?  
 Yes     No
- Are charges pending against you in any jurisdiction for any sort of professional misconduct?  
 Yes     No

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18. I, \_\_\_\_\_ (print name), the undersigned, authorize the New York City Department of Environmental Protection (NYCDEP) to request that the Department of Motor Vehicles (DMV) of the State of New York produce an ID card bearing my DMV photo subject to compliance with the identification requirements of the DMV. I understand the DMV will send the ID card to the address specified in my DEP application form. I also understand that DEP and DMV will use my photo to manufacture all my subsequent ID cards for as long as I maintain my license/certification with the NYCDEP.

I certify that all statements on this application, including appendices and other documents I have submitted are true and complete to the best of my knowledge. I understand that false or misleading statements shall be sufficient cause for disqualification, suspension, or revocation of an asbestos certificate used under the application.

Lastly, I acknowledge that lost certificates must be immediately reported and that failure to report a lost or stolen certificate may result in a fine or other punitive action.

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_

**Note: failure to complete all sections will result in rejection of application.**