



User Guide for Asbestos Abatement Notification and Air Clearance

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Oregon Department of Environmental Quality
Office of the Asbestos Programs
Lloyd 700 Building, 700 NE Multnomah Street, Suite 600
Portland OR 97232

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DEQ can provide documents in an alternate format or in a language other than English upon request. Call DEQ at 800-452-4011 or email deqinfo@deq.state.or.us.

1. Introduction

The Oregon Department of Environmental Quality Asbestos program ([OAR 340, Division 248](#)) includes Asbestos Abatement Notification requirements for contractors/facility owners/operators to submit notification of an asbestos abatement project, accompanied by the appropriate fee. Notification must be submitted by the facility owner or operator, the owner or operator of a demolition or renovation activity, or by the contractor. A notification revision (in your DEQ online identified as an amendment) must be submitted by the facility owner or operator, the owner or operator of a demolition or renovation activity, or the contractor.

Use Your DEQ Online to receive and process submittals including:

1. Abatement Project Notification (ASN-1/ASN-6)
2. Air Clearance Sample Results (ASN-5)

I. System Overview

The Oregon Department of Environmental Quality has instituted the use of a modernized, cloud-based tool for a selection of compliance programs within the agency and a number of business processes that involve the public and regulated entities.

[Your DEQ Online](#) is an environmental data management system designed to combine current DEQ processes across air, land and water divisions in one convenient and easily accessible portal. The system enables users to submit applications, upload reports, enter data, check the status of applications, pay fees or fines and manage account activity. In addition, the system allows for greater public access to environmental data without the need to request this information from DEQ staff.

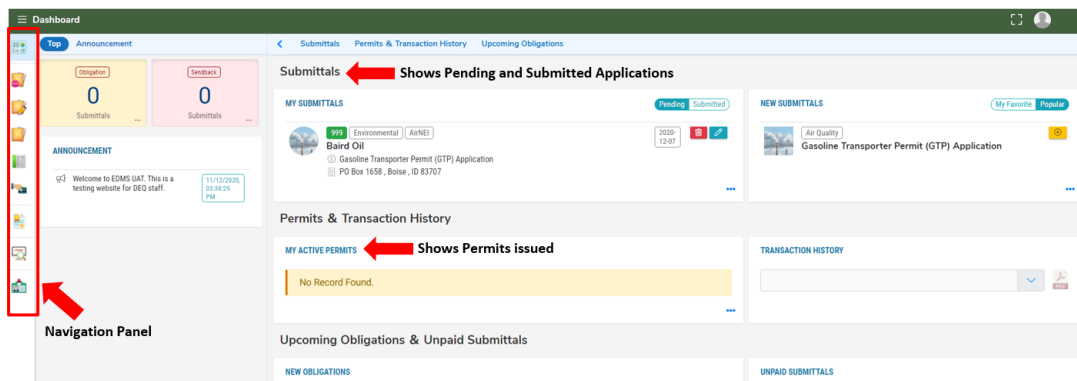
For additional information about Your DEQ Online, visit the Your DEQ Online help page at <https://yourdeqonlinehelp.oregon.gov>.


II. Navigating the System

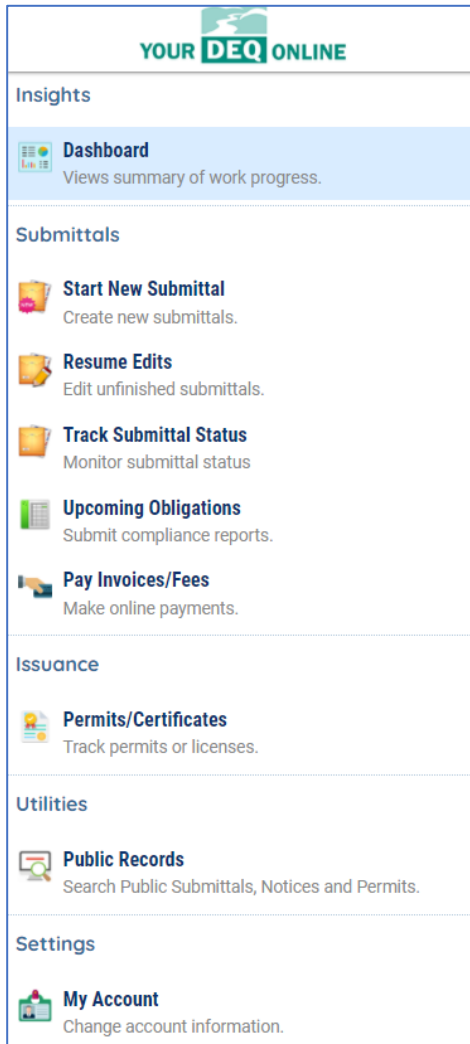
The system is designed to work with Safari or Google Chrome browsers, and we recommend using one of these to avoid unexpected errors. Internet Explorer is not a recommended browser.

Dashboard

The dashboard is your initial landing pad when logging into Your DEQ Online. It shows a summary of current and pending activity associated with your linked facilities.



The navigation panel on the left side of the screen is the primary way to navigate through various features in the system. The navigation panel can be expanded by clicking on the  button at the bottom left side of the screen.



Dashboard: This is your landing pad when you enter the system. It shows a summary of current and pending activity for your account.

Start New Submittal: Your DEQ Online is used by a variety of programs at DEQ. This allows you to open up a list of submittal forms that are specific to your program.

Resume Edits: Allows you to resume editing any submittals that have been started, but not yet submitted to DEQ.

Track Submittal Status: Shows the status of all complete submittals and allows you to review the submitted report, view the submittal receipt, and track your submittal status.

Upcoming Obligations: Displays any upcoming obligations for which a submittal can be started.

Pay Invoices/Fees: Allows for online payment of invoices or fees to DEQ.

Permits/Certificates: Allows you to search for and view all DEQ issued permits.

Public Records: Allows you to search for and view all published submittal records.

My Account: Allows you to change your contact information, account type, facility linkage, and other account options.

Icons

You will see the following common icons as you navigate the system and submit your Abatement Notifications and Air Clearance reports.



Loading: This icon will appear while the system processes is an action.



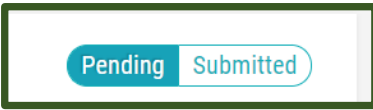
Save: Click this icon to save changes made on a page.



Edit: Click this icon to edit the selected submission.



View: Click this icon to view a selected submission.



Submittal Selection: Click this button to toggle between pending and submitted obligations on their dashboard.



Requirement: This note will appear when a particular field in a submittal is required.



Add: Click this button to add multiple sets of data.



Expand: Click this button to expand.



Delete: Click this button to delete the information.

2. Accounts and Roles

1. Account types

Your DEQ Online allows for three types of user accounts, each with distinct access and capabilities within the system as described below. If you are the responsible party entering a submittal of any kind, you will need a Responsible Official account. If you help to prepare the submittal, but are not the responsible official who certifies and submits the application, you may need a Consultant account. Typically for asbestos-related submittals, you would establish a Responsible Official account.

The Public Portal supports three types of public accounts – Responsible Official, Consultant, and General Public. Each account type has a set of access privileges in the Public Portal. They are as follows:

1. Responsible Official (RO)
 - Privileges are based on verified identity and valid links to facilities.
 - Prepare, certify and submit a submittal as RO or as Additional Certifier.
 - Pay for services.
 - Apply, track, amend, renew or withdraw a submittal.
 - Manage submittal history.
 - Manage User account and contact information.
 - Use the system regularly for data entry/query, correspondence and tracking submittal review status.
2. Consultant
 - Privileges are based on RO authorization for a given site or facility.
 - Prepare a submittal form on behalf of an RO.
 - Pay for services.
 - Use the system regularly for data entry/query, correspondence, track and review the submittal status.

3. General Public
 - Pay invoice for services with use of reference number.
 - Respond to authority-issued public notice.

Access to Public Records in Your DEQ Online

A member of the public may use the Public Portal Public Records link without a registered account. The searchable information is limited to submittals and permits that are within the Your DEQ Online system and published by DEQ. For additional information not found in Your DEQ Online, use Oregon DEQ Public Records Request system: <https://www.oregon.gov/deq/about-us/Pages/Request-Public-Record.aspx>

II. Registering an Account

To register for a new account, click the “Register Account” button on the [Your DEQ Online portal](#). You will be asked to enter your personal information and company affiliation, as well as to select the appropriate account type for your requirements as described above.

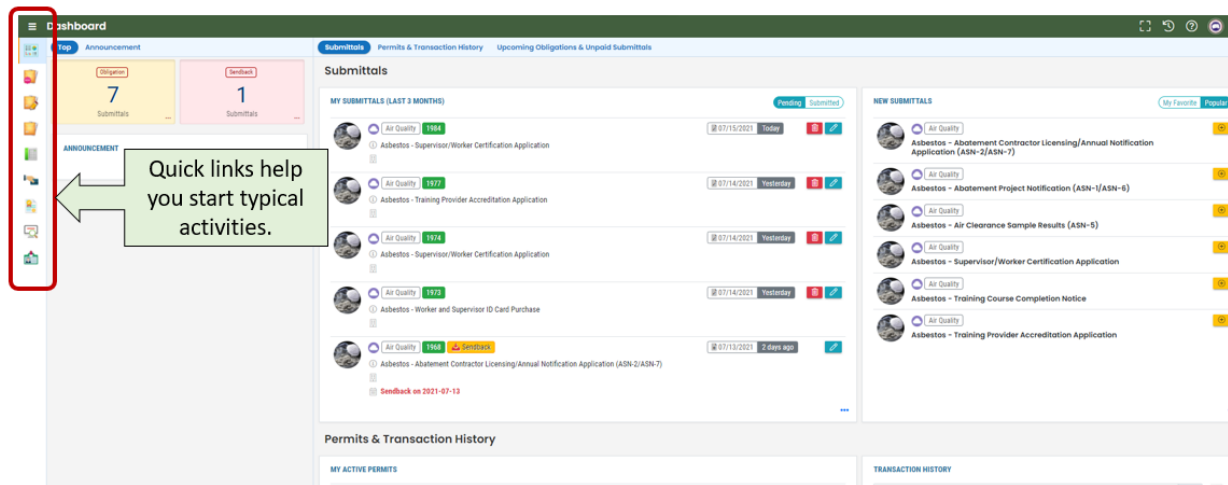
Refer to instructions in the “Your DEQ Online Account Registration and Management” guide located on the [Your DEQ Online Help page](#).

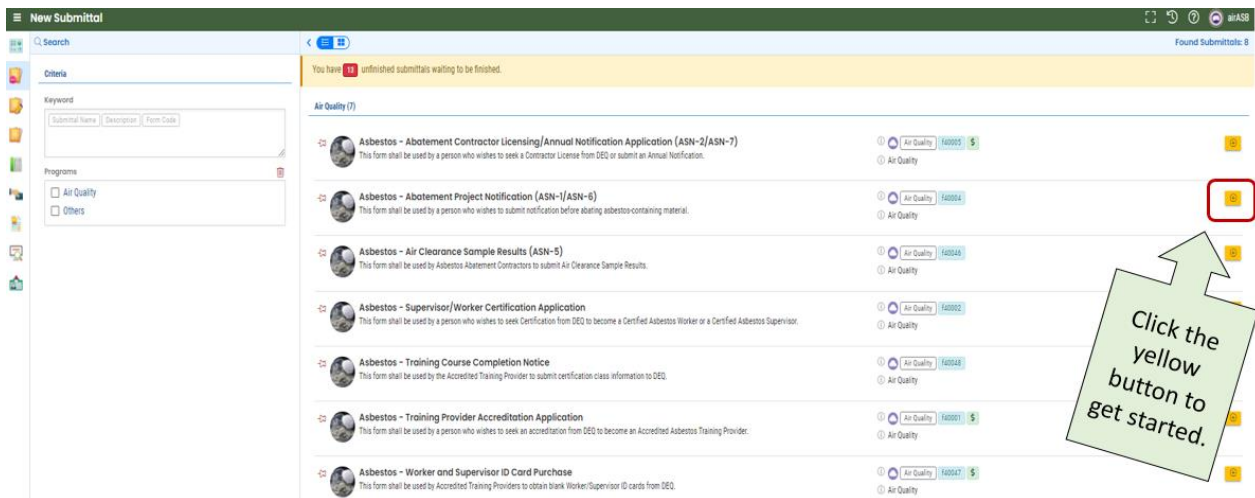
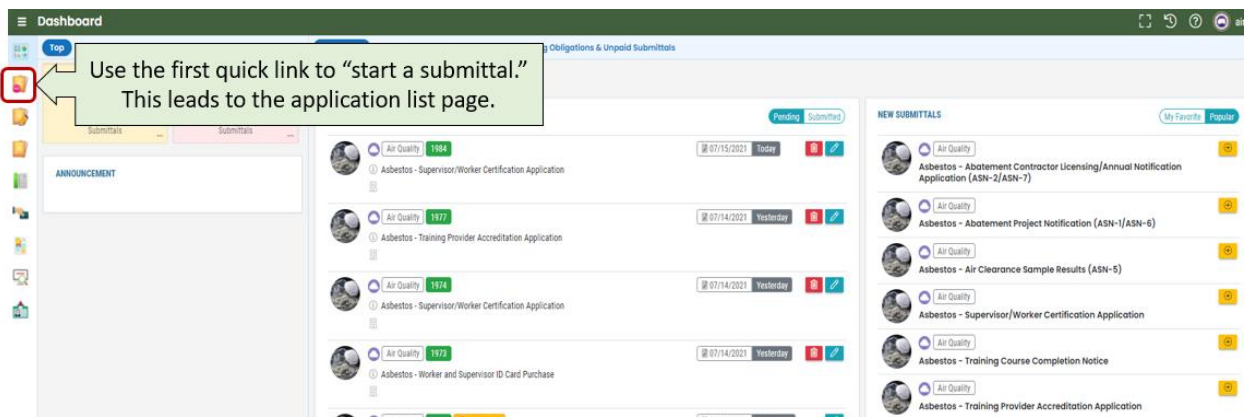
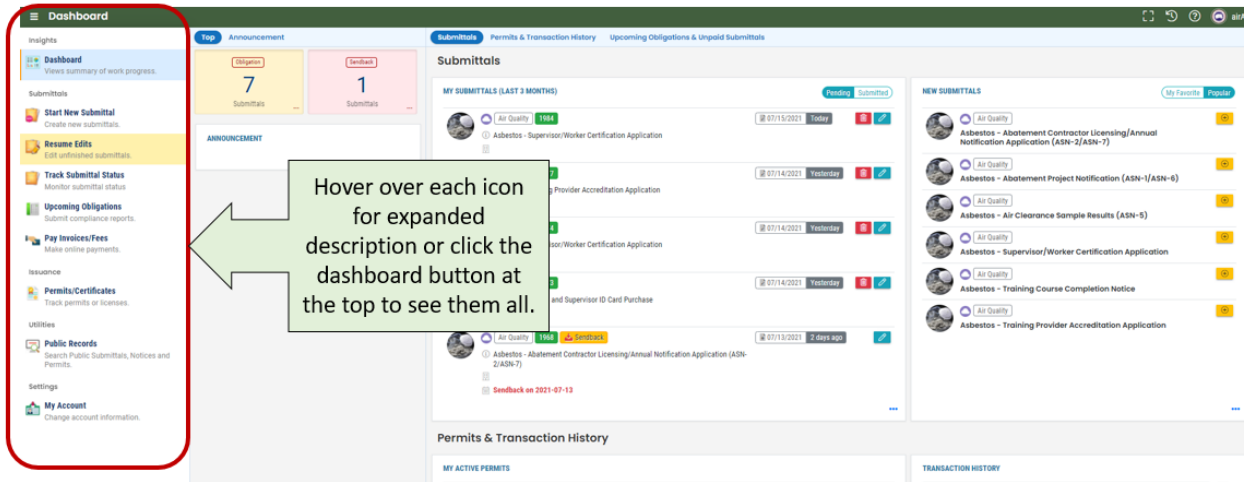
3. Abatement Notification (ASN-1/ASN-6) Submittals

I. Navigate

After establishing an account and necessary links, you may initiate a submittal. From your account’s dashboard, use quick links to maneuver through the system, then follow the steps illustrated below.

Your Dashboard: Quick Links





List of Submittal Tabs

The screenshot shows the 'Asbestos - Abatement Project Notification' form. At the top, there is a navigation bar with a back arrow and the title. Below the title, there is a search bar with '?????' and an 'Open' button. A red box highlights the submittal tabs: 1 Basic Info, 2 Attachment, 3 Payment, 4 Review, and 5 Submission. Below the tabs, there is a section titled 'Pre-Requisite Question (determine if the notification form is needed)'. The question is: 'Are you, yourself (Not through Contractor) performing a renovation project inside a single unit private residence that you own and live in, or performing an asbestos abatement outside (on the exterior) of a single unit private residence that you own, and the residence is not a rental property, a commercial business, or intended to be demolished?'. There are radio buttons for 'Yes' and 'No'. A red 'Required' icon is next to the question. A green callout box with an arrow pointing to the question contains a list: 1. Basic Info, 2. Attachment, 3. Payment, 4. Review, 5. Submission.

II. Completing Basic Info Tab

The screenshot shows the 'Asbestos - Abatement Project Notification' form. At the top, there is a navigation bar with a back arrow and the title. Below the title, there is a search bar with '?????' and an 'Open' button. A red box highlights the submittal tabs: 1 Basic Info, 2 Attachment, 3 Payment, 4 Review, and 5 Submission. Below the tabs, there is a section titled 'Pre-Requisite Question (determine if the notification form is needed)'. The question is: 'Are you, yourself (Not through Contractor) performing a renovation project inside a single unit private residence that you own and live in, or performing an asbestos abatement outside (on the exterior) of a single unit private residence that you own, and the residence is not a rental property, a commercial business, or intended to be demolished?'. There are radio buttons for 'Yes' and 'No'. A red 'Required' icon is next to the question. A green callout box with an arrow pointing to the question contains the text: 'Yes or No answer to the Pre-Requisite Question determines whether a notification is required'.

If "Yes" is selected for the Pre-Requisite, then a banner will be displayed. If exemption requirements are met, there is no need to submit a notification. Stop at this point and exit the submittal.

← Asbestos - Abatement Project Notification

???? Open

1 Basic Info 2 Attachment 3 Payment 4 Review 5 Submission

Pre-Requirement Question (determine if the notification form is needed)

Are you, yourself (Not through Contractor) performing a renovation project inside a single unit private residence that you own and live in, or performing an asbestos abatement outside (on the exterior) of a single unit private residence that you own, and the residence is not a rental property, a commercial business, or intended to be demolished? Yes No

STOP and EXIT if you qualify for one of these exemptions

According to OAR 340-248-0250(1)(a), residential occupant occupants performing an asbestos abatement project inside their own residence and live in are exempt from certain requirements, including the requirement to submit a project notification.

If you hire a contractor to perform the work in your home, you do not qualify for this exemption. The full text of the exemption is below:

Asbestos abatement conducted inside a single unit private residence is exempt from OAR 340-248-0110 through 340-248-0180, 340-248-0210 through 340-248-0240 and 340-248-0260 through 340-248-0270 if the owner occupies the residence and the owner occupant is performing the asbestos abatement project.

**Residential owner occupants must nevertheless comply with requirements for properly packaging and disposing asbestos containing material.

According to OAR 340-248-0250(1)(b), asbestos abatement the owner conducts outside of a single unit private residence is exempt from the requirement to submit a project notification, so long as the residence is not a rental property, a commercial business, or intended to be demolished.

If you hire a contractor to perform the work on the residence, you do not qualify for this exemption. The full text of the exemption is below:

Asbestos abatement the owner conducts outside of a single unit private residence is exempt from the notification requirements contained in OAR 340-248-0260, if the residence is not a rental property, a commercial business, or intended to be demolished.

**The owner of the single unit private residence must nevertheless comply with requirements for properly packaging and disposing asbestos containing material.

STOP and EXIT if you qualify for one of these exemptions

If “No” is selected, the next sections in the application will appear. Complete required fields in all sections. Click the red “save” button on the bottom right before proceeding to the next tab.

← Asbestos - Abatement Project Notification

???? Open

1 Basic Info 2 Attachment 3 Payment 4 Review 5 Submission

Pre-Requirement Question (determine if the notification form is needed)

Are you, yourself (Not through Contractor) performing a renovation project inside a single unit private residence that you own and live in, or performing an asbestos abatement outside (on the exterior) of a single unit private residence that you own, and the residence is not a rental property, a commercial business, or intended to be demolished? Yes No

If you select “No”, then complete all required fields in all the sections, and then click the red “save” button on the bottom right before proceeding to the next tab

Select a facility

Select your facility Create new facility

Select your facility (project site)

Required.

Basic Information

Is this an original or revision of project notification?

Required

Type of Project

Residential renovation Residential demolition Nonresidential renovation Nonresidential demolition

Required

Type of Project & Survey Information

Please submit 2 separate submittals if your site involves removing both friable and nonfriable.

Friable or nonfriable?

Required Friable Nonfriable

Was an asbestos survey completed?

Required Yes No

Save Button

Always click the “save” button before proceeding to the next tab.

Selecting a facility

In the “Select a facility” section, choose the project site from the drop down list which is generated by the system. These are based on the facilities the RO selected when registering their account. If you do not find the facility in the drop down list, follow instructions below.

Asbestos - Abatement Project Notification

Open

1 Basic Info 2 Attachment 3 Payment 4 Review 5 Submission

Pre-Requisite Question (determine if the notification form is needed)

Are you, yourself (Not through Contractor) performing a renovation project inside a single unit private residence that you own and live in, or performing an asbestos abatement outside (on the exterior) of a single unit private residence that you own, and the residence is not a rental property, a commercial business, or intended to be demolished? Yes No

Select a facility

Select your facility Create new facility

Select your facility (project site)

Project Sites are called Facilities in YDO

Facilities that were linked to your account at account registration will appear in the dropdown. Select your facility from the drop down list. If you do not find the project location then select Create new facility

Search by name/ID/address/latitude/longitude/type...

Abra Deal	1115 NE Thompson St Portland 97212	120349
BEVERLY CLEARY	1915 NE 33RD AVE PORTLAND OR 97212	27535
BOB BURNETT RESIDENCE	2104 VINE AVE KLAMATH FALLS OR 97601	30809

Creating a new facility

Once you select “Create new facility”, three sections will open up. Complete all the required fields.

Select a facility

Select your facility Create new facility

New Facility Information

Facility Name

Required.

Abbreviation

Is the facility located on Native American Lands?

Email

Phone

Fax

Required or Check the Email Format. Required and Check the Phone Number Format.

Comments:

(Maximum length is 4000. Remaining length is 4000.)

Mailing Address

Country United States Canada

Address Line 1

Address Line 2

City

State

Zip Code

Required. Required.

Physical Location

Country United States Canada

Address Line 1

Address Line 2

City

State

Zip Code

Latitude

Longitude

Required. Required.

If you selected "Create new facility", complete all required fields of the sections "New Facility Information", "Mailing Address" and "Physical Location."

Basic project information

In the "Basic Information" section answer the first question "Is this an original or revision of project notification?" by selecting "Original." Do not select "Revision." Revision is a different process for corrections or changes to an existing submittal. The revision process is detailed in section 3. VIII of this document.

Complete Basic Information Section.
Important: Select "Original"
Do not select "Revision." A different
process is detailed in section 3. VIII for
submitting revision

Basic Information

Is this an original or revision of project notification?

Original Revision

Required

Type of Project

Residential renovation Residential demolition Nonresidential renovation Nonresidential demolition

Required

If residential, does the building have four or fewer dwelling units?

Yes No

Required

If residential, was the residential building constructed after January 1, 2004?

Yes No

Required

Type of Project & Survey Information

A separate submittal is required for each friable and nonfriable project.

Please submit 2 separate submittals if your site involves removing both friable and nonfriable.

Friable or nonfriable?

Friable Nonfriable

Required

Important: Two
separate submittals are
required if your site
involves removal of
both friable and
nonfriable asbestos

If an asbestos survey was performed or samples were collected, select "Yes." This will open a section to provide details on the AHERA Accredited Inspector. Complete all required fields.

Was an asbestos survey completed? Yes No
 ⓘ Required

AHERA Accredited Inspector

Salutation First Name M.I. Last Name
 ⓘ Required. If name not available, please type NA ⓘ Required. If name not available, please type NA

Company Title Email
 ⓘ Required. If company name not available, please type NA ⓘ Required.

Phone Mobile Fax
 ⓘ Required. XXX-XXX-XXXX XXX-XXX-XXXX XXX-XXX-XXXX

If no asbestos survey was done, select "No." A question on evidence of asbestos in the project area will appear. Provide answer by selecting one of the choices.

Was an asbestos survey completed? Yes No
 ⓘ Required

Are you saying asbestos is present in the project area due to
 ⓘ Required

Assumption that asbestos materials are present
 An AHERA plan is available that assumes or has sample results showing asbestos
 Other

Asbestos Containing Material (ACM) details

In this section, provide details on the ACM, including description, type, location and percentage by weight. Each ACM will require addition of a new item by clicking the **New** button.

Asbestos-containing Material


Please list the ACMs to be abated



New ⓘ Required

This **New** button expands the details section for the ACM. It can be used to enter multiple detail entries of ACM.

Click the **New** button to start the details section for the ACM. Provide the necessary details and then click the blue arrow button to minimize that item.

Description	Location of asbestos containing material	% Asbestos by Weight
Description of asbestos-containing material <input type="text"/> ⓘ Required		
<input type="checkbox"/> Serpentine (Chrysotile) <input type="checkbox"/> Riebeckite (Crocidolite) <input type="checkbox"/> Cummingtonite-Grunerite (Amosite) <input type="checkbox"/> Anthophyllite <input type="checkbox"/> Actinolite <input type="checkbox"/> Tremolite		
Location of asbestos containing material	% Asbestos by Weight	
<input type="text"/>	<input type="text"/>	
ⓘ Required		

Click the new  button to add more entries of ACM and follow the same process. If information was entered in error, use the delete button and start over.

Description	Location of asbestos containing material	% Asbestos by Weight
  Description	Bathroom wall tiles	25

Details can be deleted by clicking the bin button

Abatement Project Size

Enter the size of the project by selecting the appropriate choice from the drop down list. Selections in this selection automatically generate the notification fee which is addressed in section 3. II Project Details of this document.

Total quantity of asbestos-containing material

Projects from 2,600 to 4,999 linear feet or 1,600 to 3,499 square feet of asbestos-containing material.

Enter the exact Total quantity of asbestos containing material:

Linear Feet: <input style="width: 95%;" type="text" value="2800"/>	Square Feet: <input style="width: 95%;" type="text" value="460"/>
---	--

Required, Please enter 0 to the text field if you don't have one or the other quantity

Provide the exact quantity

Provide the exact quantity

Select the project size from the drop down list. The system automatically determines the notification fee based on the selection

Negative Pressure Enclosure and Air Clearance

Provide details on whether the project was performed in a negative pressure enclosure.

Performed in a negative pressure enclosure (NPE)?

Yes No

Required

Select Yes or No if the project was performed in a negative pressure enclosure (NPE)

After selecting "Yes," the message below will appear.

Please Submit Asbestos - Air Clearance Sample Results

IMPORTANT: If the abatement project is performed in a negative pressure enclosure and the project involves more than 160 square feet or 260 linear feet of ACM, an Air Clearance Sample Results (ASN5) submittal is required.

Abatement Method/Disposal Method/State Ordered
Provide details on method of abatement and method of disposal.

Method of abatement

Complete details on Method of Abatement and Method of disposal

ⓘ Required

Method of disposal

ⓘ Required

If selecting “Yes” for State or local government-ordered demolition, complete the required details.

State or local government ordered demolition? Yes No

ⓘ Required

Who ordered the demolition? ⓘ Required

The date the order was issued ⓘ Required

The date demolition is to begin ⓘ Required

Building Owner/Operator details

Select “owner” or “operator” and provide the associated name, address and contact details.

Is it a building owner or operator? Owner Operator

ⓘ Required

Operator Name ⓘ Required

Complete the required fields for the Building Owner or Operator

Phone # ⓘ Required

Mailing Address

Country United States Canada

Address Line 1 ⓘ Required.

Address Line 2

City ⓘ Required.

State ⓘ Required.

Zip Code ⓘ Required.

Site Contact ⓘ

Salutation

First Name ⓘ Required.

M.I.

Last Name ⓘ Required.

Company

Title

Email ⓘ Required.

Phone ⓘ Required.

Mobile

Fax

Contractor information

Search for the abatement contractor by typing their name or select from the drop down list.

Contractor/Owner/Operator

Select your Contractor

Q Search by name, business name...

LUCET DOLLINGER

363	ABATEMENT PRO, INC. COFFEY, MICHAEL R	Lic No FS-2014-00769
MICHAEL COFFEY		
399	Accelerated Construction LLC Wheeler, Bret L	Lic No FS-2018-00797
Bret Wheeler		
69	ACG,INC dba Asbestos Control Group, Winslow, Douglas	Lic No FS-1989-00562
Douglas Winslow		
183	Ahm, Inc.	Lic No SSF-1900-00410
Ahm, Inc.		

Found: 185

Select the abatement contractor from the drop down list

Project details

Complete all required details of the project. The abatement notification fee automatically appears based on the system calculation of the selected project size detailed in section 3. II "Abatement Project Size."

Project Detail

Complete the project details

Is this an emergency? Yes No
Required

Emergency Waiver Requested? Yes No
Required

Reasons for the request Financial Hardship Fire H2O Other

Project Start Date **Required**

Project Completion Date **Required**

Notification Fee **Required**

Hours of Work **Required**

Days of Work **Required**

Project Status **Required**

Type of Facility **Required**

Is the facility occupied? Yes No
Required

Fee is auto filled by the system

Facility details

Provide specific details on the facility.

Is the facility occupied? Yes No

Required

Building, floor, room, or unit# where the abatement will occur

Required

Current use of the building

Required

Prior use of the building

Required

Approximate date building constructed

Required

Complete details of the facility

Project Supervisor Information

Provide the name and certification number of all supervisors for the project. Click the new **+ New** button in the project supervisor section. Either type the project supervisor name to or select the project supervisor from the drop down list. Click the new **+ New** button for each supervisor.

Project Supervisor

+ New ← Click this to open the Supervisor drop down list

Select your Supervisor

Search by name, business name...

571	Baylor, Jr, Tommie	Lic No	S15736
Tommie Baylor, Jr			
561	Cannada, David	Lic No	S15725
David Cannada			
559	Cooney, Joseph	Lic No	S15723
Joseph Cooney			
562	Genwright, Maliek	Lic No	S15726
Maliek Genwright			
575	Gonzalez, Gabriel	Lic No	S15744

Found: 21

↓ Select the Project Supervisor from the drop down list

Provide the work/cell phone number for each project supervisor.

List Project Supervisor's Work Cell Phone Numbers ?

Tommie Baylor Jr. 555-444-6666, John Smith: 111-222-3333

Required

Waste Hauler & Disposal Site information

Complete this section by filling in the required fields: name, phone number and address of the disposal site and name and address of the waste hauler.

Waste Hauler

Waste Hauler Name Phone
Required Required or Check the Telephone Number Format.

Country United States Canada

Address Line 1 Address Line 2
Required.

City State Zip Code
Required. Required.

Disposal Site

Waste Disposal Name
Required

Country United States Canada

Address Line 1 Address Line 2
Required.

City State Zip Code
Required. Required.

Click the Save Button before moving to the next tab

Submittal ID

After entering all the required information in the “Basic Info” tab and clicking the save button, the Submittal ID will appear at the upper left corner. Reference this submittal ID number in all related communications with the agency.

← Asbestos - Abatement Project Notification

1950

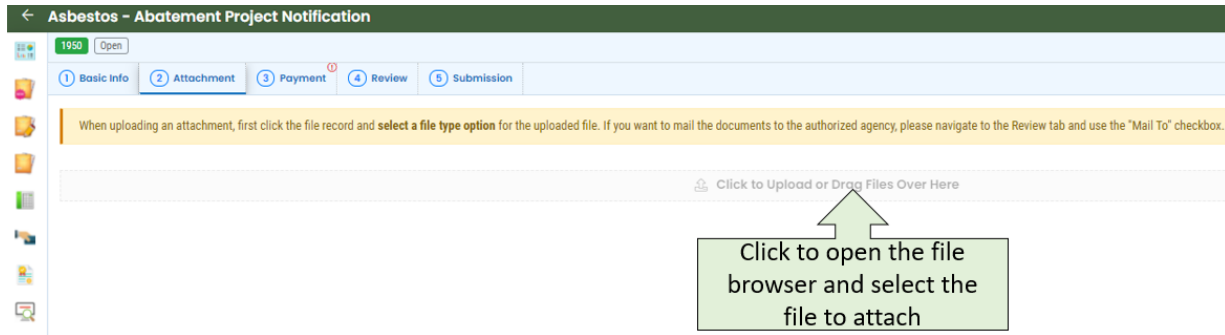
Basic Info 2 Attachment 3 Payment 4 Review 5 Submission


Submittal ID

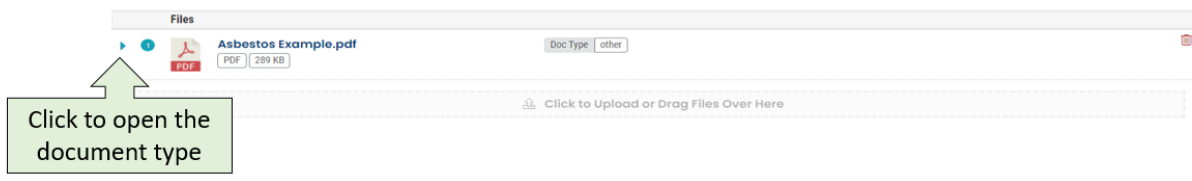
Are you, yourself (Not through Contractor) performing a renovation project inside a single unit private residence that you own and live in, or performing an asbestos abatement outside (on the exterior) of a single unit private residence that you own, and the residence is not a rental property, a commercial business, or intended to be demolished? Yes No

III. Attachment Tab

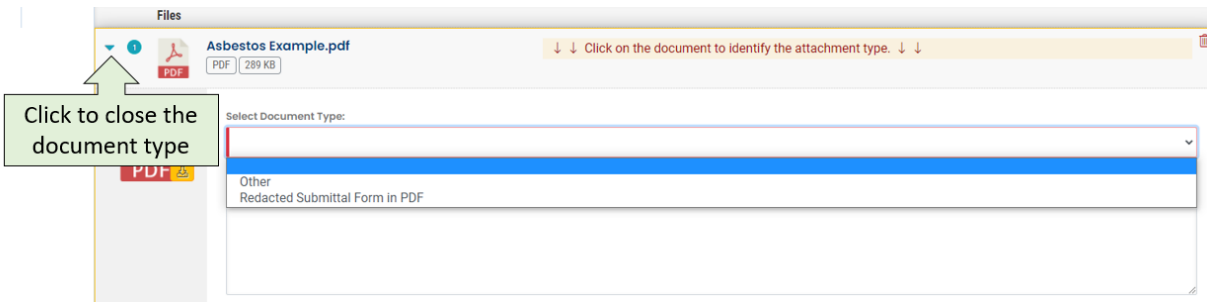
To attach files to a submittal (variance requests, asbestos survey reports, etc.), click “Upload” to open the file browser window and select the file to be attached; or “Drag files” to drag and drop a file into the system.



After adding the attachment, identify the document type. Click on the  icon.

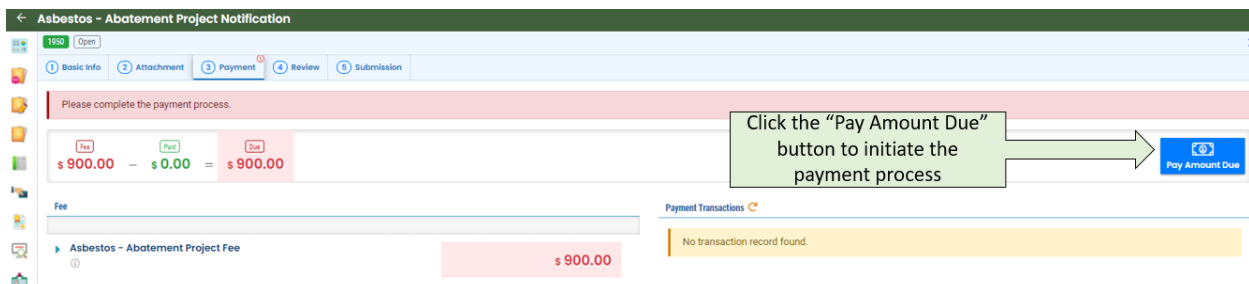


Select “Other” from the drop down and click the  icon to close the document identification window.



IV. Make a Payment

Proceed to the “Payment” tab and click the blue “Pay Amount Due” box.



You may choose from two payment options:

1. ACH e-Payment: Make an electronic fund transfer. (Recommended)
2. Check by mail: Print payment coupon (submittal receipt) and mail paper check to address as indicated on the payment coupon.

Option 1: Payment by ACH e-Payment

1. Select ACH e-Payment.
2. You will be redirected to the secure E-Pay page.
3. After submitting bank payment information, return to this page and click “save.”


The screenshot shows a payment interface with the following elements:

- 1**: A red circle with the number 1 pointing to the "E-Pay ACH" button.
- 2**: A red circle with the number 2 pointing to the "Redirect to E-Pay" button.
- 3**: A red circle with the number 3 pointing to a "Save" button (partially visible).
- Callout Box**: A green box with a white border containing the text: "This launches the secure payment module where you'd enter routing number and account information to submit payment. After completion, this window reappears. Then click the 'save' button". A green arrow points from the callout box to the "Redirect to E-Pay" button.

The interface also displays a payment summary at the top: Fee \$900.00, Paid \$0.00, Due \$900.00. Below this, there are two radio buttons: "E-Pay ACH" (selected) and "Check by Mail". A "Payment Transactions" section shows a table with one entry: "Asbestos - Abatement Project Fee" for \$900.00. A yellow message box states "No transaction record found."

E-Pay steps in secure Financial Information Management System

[Exit](#)



Make a Payment

My Payment

DEQ GovOnline Pymts
Amount Due \$900.00


Payment Information


Frequency One Time
Payment Amount \$900.00
Payment Date Pay Now


Contact Information

First Name
Last Name
Company
Address 1
Address 2
City
State
Zip Code
Phone Number
Email Address
[Become a Registered User](#)

Payment Method


Personal Check Business Check
Bank Routing Number
Bank Account Number
Bank Account Type Checking Savings
 This is a business account

powered by 

[Customer Service](#) | [Help](#) | [Privacy Policy](#) |  [Security](#)

Complete the required fields and click Continue



State of Oregon
DEQ Department of Environmental Quality

[Exit](#)

Confirmation

Please click the 'Return to Home Page' button to complete the payment process.
Please keep a record of your Confirmation Number, or [print this page](#) for your records.

Confirmation Number **DEQTST000002011**

Payment Details

Description	DEQ GOVONLINE DEQ GovOnline Pymts https://oregon-public-uat.govonlinesaas.com/client/pub/login
Payment Amount	\$900.00
Payment Date	07/19/2021
Status	SCHEDULED

Payment Method

Bank Routing Number	075000022
Bank Name	US BANK NA
Bank Account Number	*2222
Bank Account Type	Checking
Bank Account Category	Consumer
Confirmation Email	esain_kelton@enfotech.com

[Return to Home](#)

Click to return to Your DEQ Online system



[Customer Service](#) | [Help](#) | [Privacy Policy](#) | [Security](#)



State of Oregon
DEQ Department of Environmental Quality

[Exit](#)

Review Payment

Please review the information below and select Confirm to process your payment. Select Back to return to the previous page to make changes to your payment.

Payment Details

Description	DEQ GOVONLINE DEQ GovOnline Pymts https://oregon-public-uat.govonlinesaas.com/client/pub/login
Payment Amount	\$900.00
Payment Date	07/19/2021

Payment Method

Bank Routing Number	075000022
Bank Name	US BANK NA
Bank Account Number	*2222
Bank Account Type	Checking
Bank Account Category	Consumer
Confirmation Email	esain_kelton@enfotech.com

Contact Information

First Name	airASB
Last Name	Testing
Address 1	250 Boville Ave
City	Toronto
State	OR
Zip Code	97227
Phone Number	5032295696
Email Address	esain_kelton@enfotech.com

By clicking "I Accept", I authorize the payee to electronically debit my bank account for the amount(s) and at the frequency and date set forth above.
If this is a single payment, this authorization is valid for this transaction only. If this is a recurring payment, this authorization is to remain in full force and in effect until I notify my bank or notify the payee of its termination. I understand that I do this by cancelling any pending payments and recurring payment instructions within this system at least three banking days before my account is scheduled to be debited.

[Confirm](#)

I accept the Terms and Conditions

Click to accept the Terms and Conditions and click "Confirm"



[Customer Service](#) | [Help](#) | [Privacy Policy](#) | [Security](#)

Option 2: Check by Mail

1. Select Check by Mail. If choosing to pay by this method, recognize that additional days for mail delivery and processing will be needed in addition to the typical five- or 10-day waiting period for the notification.
2. Check the confirmation box to confirm this choice.
3. Click “save” icon.

Note: By following the three steps for payment by check, you enable the system to produce a submittal receipt after your submittal is finalized. It contains instructions and bank mailing address to use when mailing your payment by check.

V. Review Tab

When clicking the pdf file icon in the “Review” tab, the file will be viewable in another browser tab. Confirm all the information provided is correct before completing the submission. If any changes are needed, navigate to the related tabs and make those changes. Always click “save” after any changes.

← Asbestos - Abatement Project Notification

1950 (Open)

1 Basic Info 2 Attachment 3 Payment 4 Review 5 Submission

Review your submittal and any attachments. Save any changes you have made before returning to this page, and p...

Submittal Form(s) Summary

Please check if the following sections are completed. Click on the PDF (PDF)

✓ Basic Info

Payment

Free	+	Service	-	Paid	=	Due
\$ 900.00		\$ 0.00		\$ 0.00		\$ 900.00

Mandatory Attachment

Attachments are not required for this Submittal.

Click to review application before submitting. If any changes are needed, navigate to the related tabs to make those changes. Always click “save”

VI. What steps follow after payment?

1. On the “Submission” tab, the Responsible Official is in charge of certifying and finalizing the submittal with a randomly selected security question and PIN number. These were part of the account registration process for the RO account.

1010 (Open)

Basic Info Attachment Payment Review **Submission**

Certification Statement

Declaration of accuracy information provided *

I hereby apply to transfer gasoline to and from delivery vessels per OAR 340, Division 232, and certify that the information in this application is true and correct to the best of my knowledge. I hereby certify that the tank described above has been tested in accordance with the procedures set forth by the Department of Environmental Quality.

I have read and agree to the above certification statement

Co-signers

Co-Signers

Add Co-signer

Security Question & PIN Number

Security Question: where did you first meet your spouse? *

PIN (4 digits) *

Security Precautions

To prevent your information from being used inappropriately, we maintain stringent system safeguards as well as physical and administrative protection. In addition, the security safeguards are also powered by VeriSign's Certificates. Once we provide you with a password, you are responsible for maintaining the confidentiality of the password. Please note that access to these links, irrespective of the issuance of the User ID and Password, may be terminated by our discretion at any time.

Disclaimer

The system, its agencies, officers, or employees protect your confidential information. However personally identifiable information privacy is a new and evolving area, and despite dedicated efforts, some mistakes and misunderstandings may result. The visitor proceeds to any external sites at their own risk. The development company specifically disclaims any and all liabilities from damages which may result from accessing the website, or from reliance upon any such information.

Submit

Check the acknowledgement box and answer your security question and PIN number

2. Next, click the activated "Submit" button.

1010 (Open)

Basic Info Attachment Payment Review **Submission**

Certification Statement

Declaration of accuracy information provided *

I hereby apply to transfer gasoline to and from delivery vessels per OAR 340, Division 232, and certify that the information in this application is true and correct to the best of my knowledge. I hereby certify that the tank described above has been tested in accordance with the procedures set forth by the Department of Environmental Quality.

I have read and agree to the above certification statement

Co-signers

Co-Signers

Add Co-signer

Security Question & PIN Number

Security Question: where did you first meet your spouse? *

spouse

PIN (4 digits) *

Security Precautions

To prevent your information from being used inappropriately, we maintain stringent system safeguards as well as physical and administrative protection. In addition, the security safeguards are also powered by VeriSign's Certificates. Once we provide you with a password, you are responsible for maintaining the confidentiality of the password. Please note that access to these links, irrespective of the issuance of the User ID and Password, may be terminated by our discretion at any time.

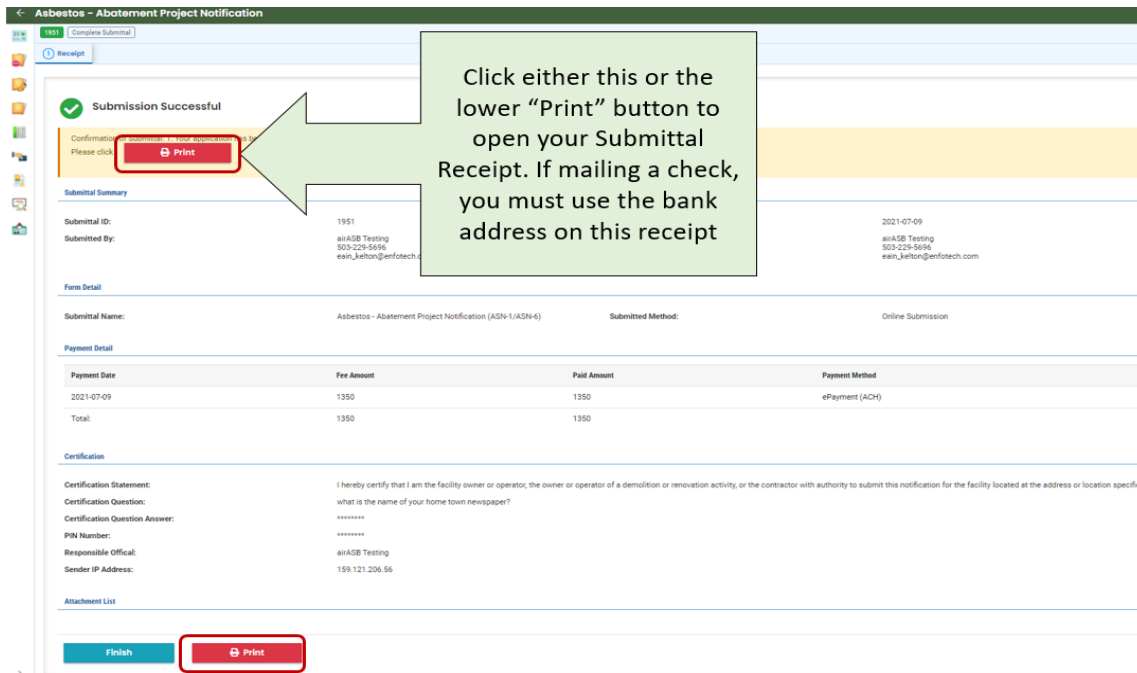
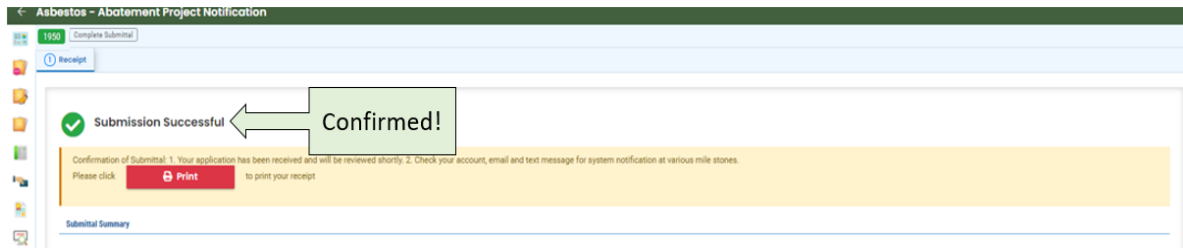
Disclaimer

The system, its agencies, officers, or employees protect your confidential information. However personally identifiable information privacy is a new and evolving area, and despite dedicated efforts, some mistakes and misunderstandings may result. The visitor proceeds to any external sites at their own risk. The development company specifically disclaims any and all liabilities from damages which may result from accessing the website, or from reliance upon any such information.


Submit

Completing those fields activates the "Submit" button

Submission confirmation



Sample Submittal Receipt



Submittal Receipt

Department of Environmental Quality, State of Oregon
 700 NE Multnomah Street, Suite 600 Oregon, OR 97232-4100 Create Date: 7/20/2021

Submittal Summary

Submittal ID: 2008

Facility (project site): Abra Deal

Application: Asbestos - Abatement Project Notification (ASN-1/ASN-6)

Submitted By: airASB Testing Email: eain_kelton@enfotech.com

Owner Information: airASB Testing Email: eain_kelton@enfotech.com

Submitted Date: 07/20/2021

Form Detail

Submittal Name: Asbestos - Abatement Project Notification (ASN-1/ASN-6)

Submission Method: Online Fee Program ID: 2 Fund Code: ASBNOTIF

Payment Information (BALANCE DUE)

Processing Fee: \$900.00 Convenience Fee: (None) Payment Method: Check Paid Amount: (None) Date Paid: (None)

Total Amount Due: \$900.00

To complete your submittal, send a copy of this Submittal Receipt and payment to:

DEQ Financial Services – LBX3615
 P.O. Box 3615
 Portland OR 97208-3615

Make check payable to: Department of Environmental Quality

Certification

Certification Statement: I hereby certify that I am the facility owner or operator, the owner or operator of a demolition or renovation activity, or the contractor with authority to submit this notification for the facility located at the address or location specified.

Certification Question: where did you first meet your spouse?
 Certification Question Answer: *****
 PIN Number: *****
 IP Address: 159.121.206.56

Responsible Official: airASB Testing

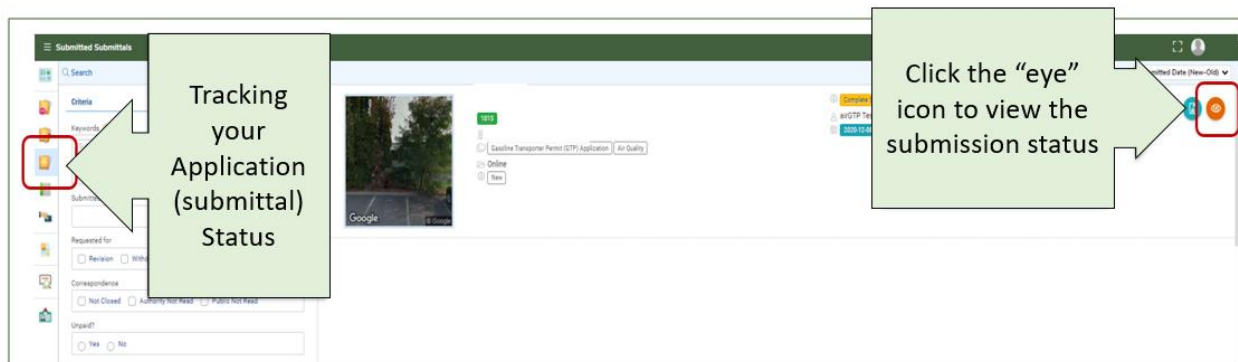
Your selection of payment by check in previous steps resulted in the instructions here

Be sure to use this address mailing address so that your payment is properly routed and to avoid delays

A copy of this submittal receipt needs to be mailed in along with the check to the address specified on the receipt.

VII. Tracking Submittal Status

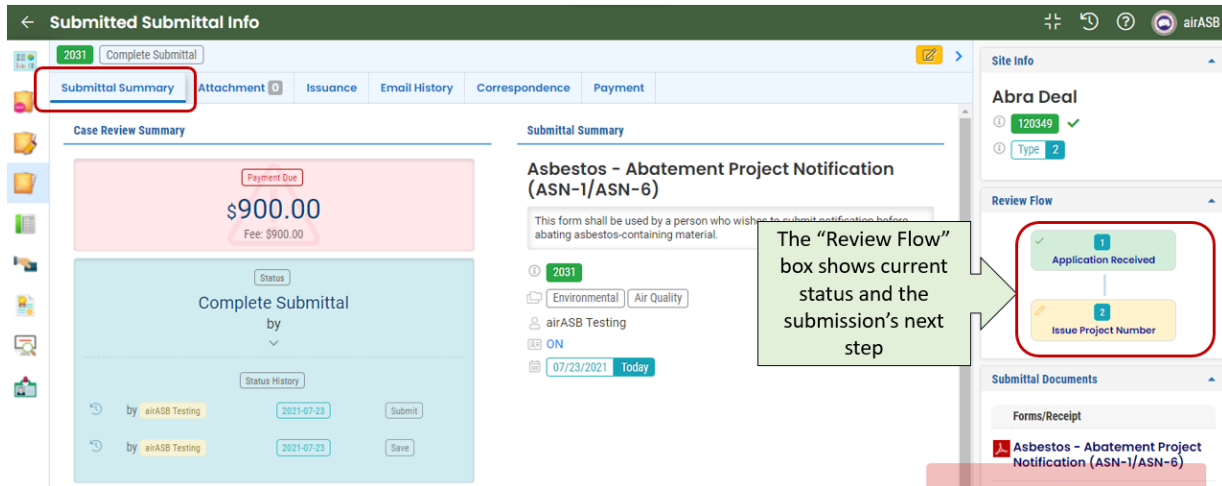
Once you have completed the submittal, open the “Track Submittal Status” page by using the navigation pane on the left side of the dashboard screen. Next to the submittal, there will be an “eye” icon to view the status of the submission.



Submittal status is displayed in multiple tabs.

1. Submittal Summary

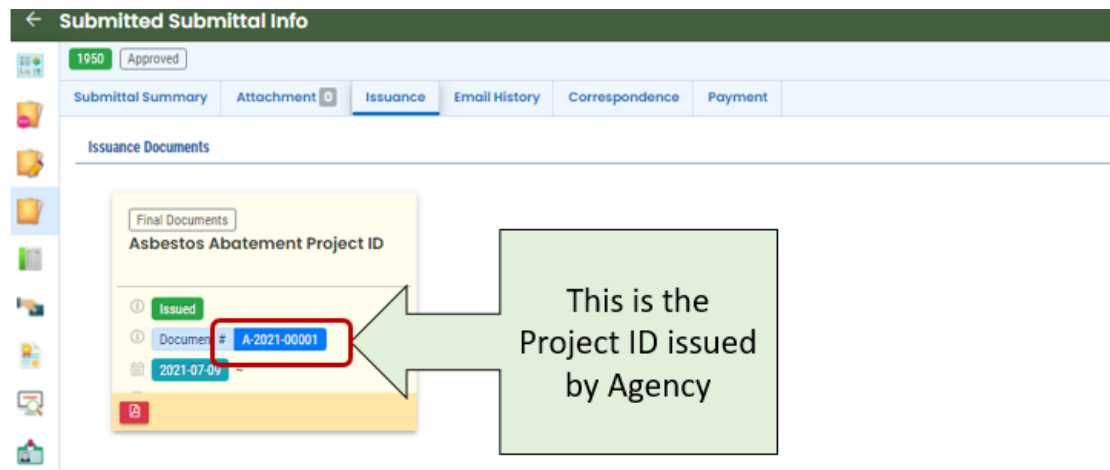
The submittal summary tab displays the current status of your submission on the right side of the page under **Review Flow**. Immediately after successful submission, this will show that your notification is at the “Receive Application” step. At this point, DEQ Staff are in the process of reviewing your submittal.

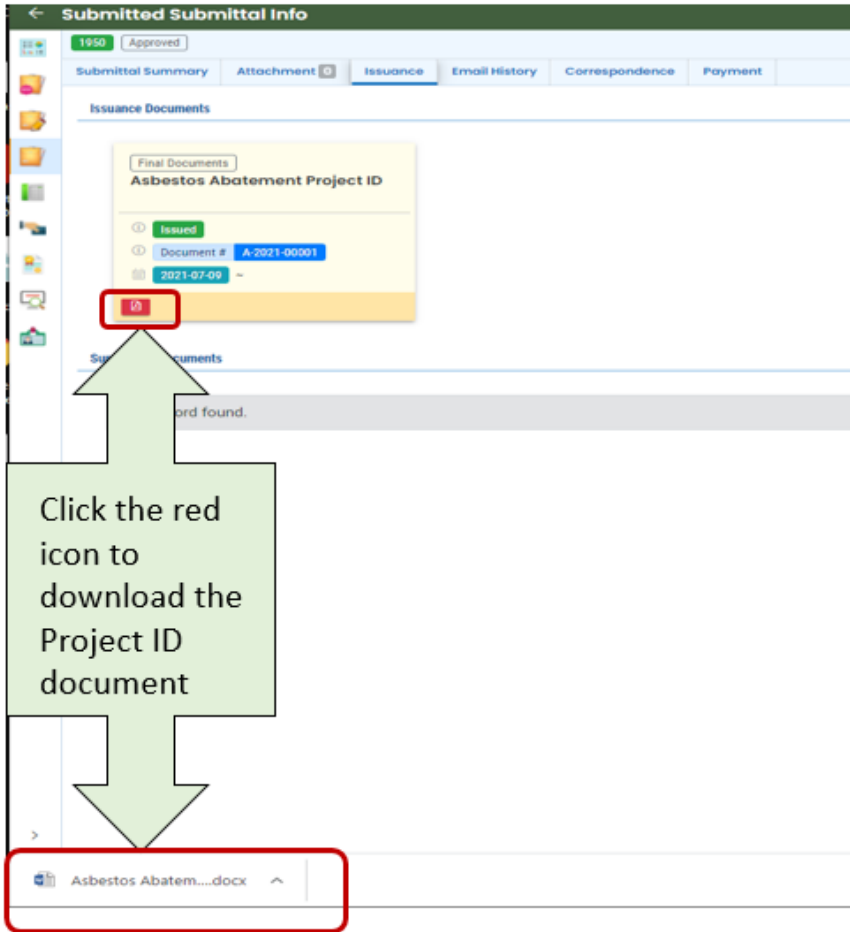


As the submittal progresses through the review process, it will be reflected in the review flow section, until the permit or certification is issued.

2. Issuance tab

The “Issuance” tab is where the electronic version of the project ID can be found once it is issued. To download the document, click the red document icon.





Sample Project ID document



Asbestos Abatement Project Notification Project ID
Oregon Department of Environmental Quality

Notification from: 1950	Project Number (ID): A-2021-00001
Project Site Name: Abra Deal	Project Site Location: 1115 NE Thompson StPortland, Oregon 97212

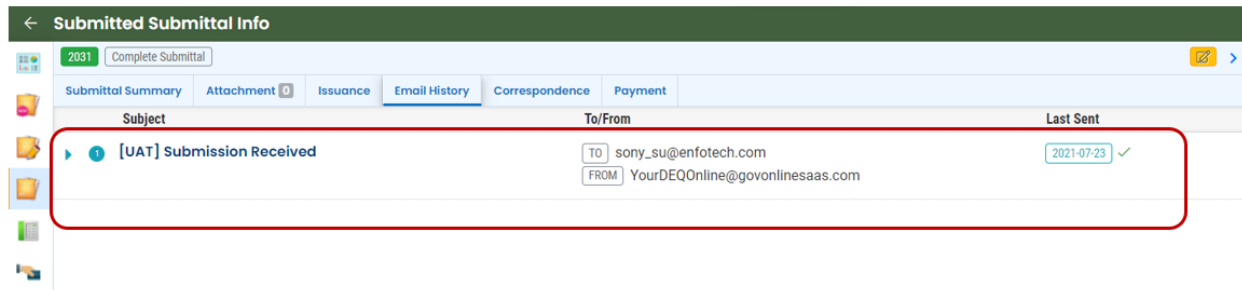
ACKNOWLEDGEMENT BY THE DEPARTMENT OF ENVIRONMENTAL QUALITY

Project ID Issued Date: 7/9/2021 12:00:00 AM

End of document ■

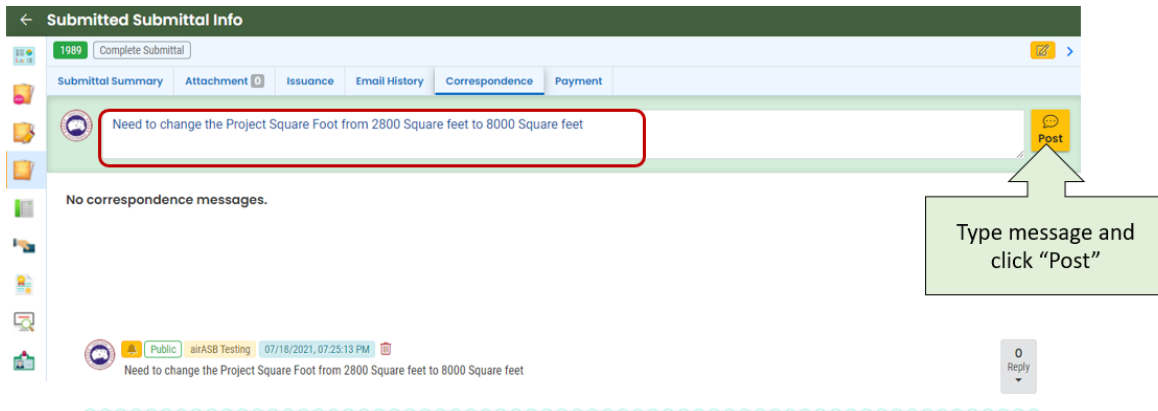
3. Email History Tab

To see all email records between the applicant and DEQ on the submission, use the “Email History” tab.



4. Correspondence Tab

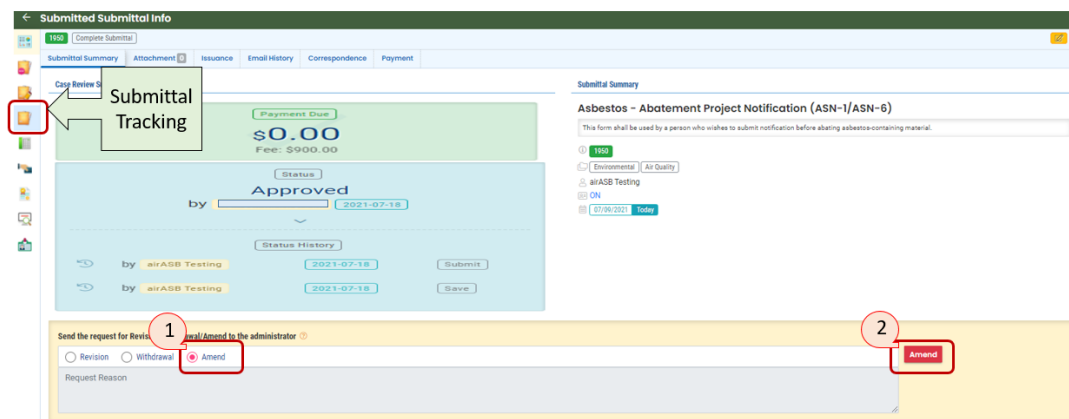
Initiate and exchange messages with DEQ by using the “Correspondence” tab. To do so, write the message in the message field and click “Post.”



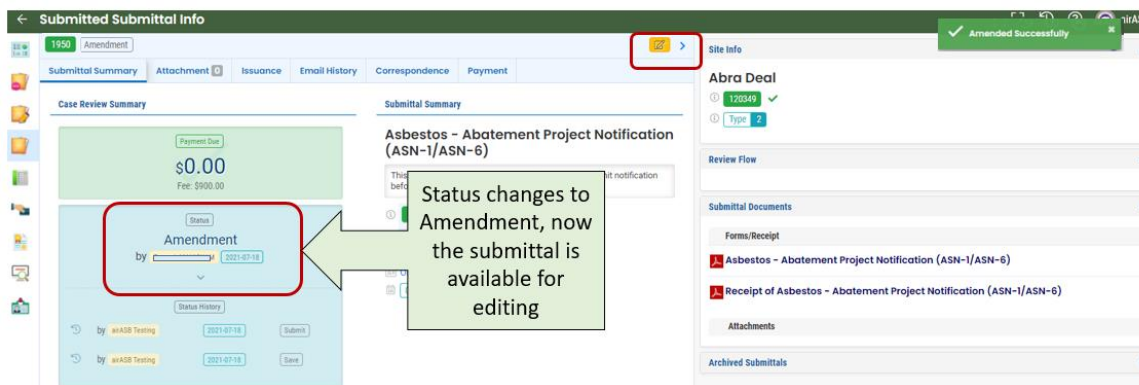
VIII. Making Corrections or Amendments

If you need to make a change to the notification after submission, follow these steps:


1. Refer to **Section 3.VII. Track Submittal Status** in this document.
2. Locate the submittal that needs a change and to open it, click the “View Submittal Detail” icon.
3. Go to the **Submittal Summary Tab** to access the box titled “Send the request for Revision/Withdrawal/Amend to the administrator.”
4. Click **Amend** button which will change the submittal to Amendment status, ready for editing.

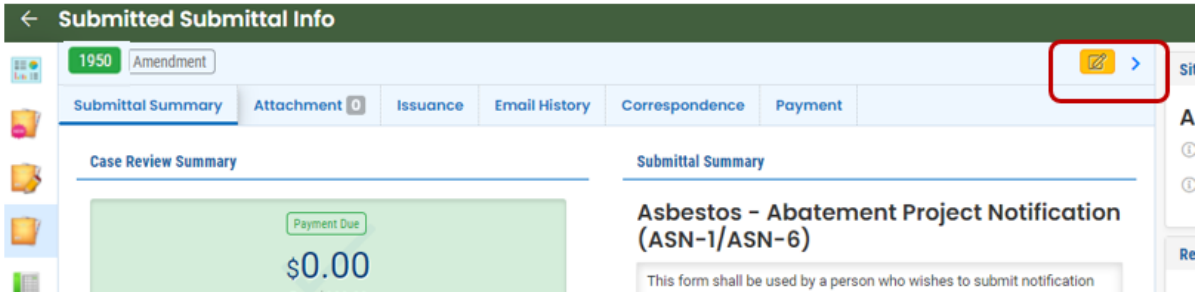


To make an Amendment, go to the Submittal tracking and click the Amend Radio Button followed by the Red “Amend” button



To edit the submittal:

Click on the  icon at the top of the “Submitted Submittal Info” screen to open the Submittal. Edit the submittal, save and then resubmit.



Project change resulting in a notification fee change

Important: Any project amendments resulting in a fee change must be communicated to DEQ through the correspondence tab and also an email to DEQ. The correspondence tab is detailed in the next section.

What Email Address to use:

Project Location

Contact Email Address

Clackamas, Clatsop, Columbia, Multnomah, Tillamook & Washington County	deqnwrbestos@deq.stat.or.us
Benton, Lincoln, Linn, Marion, Polk & Yamhill County	dottie.boyd@deq.state.or.us
Lane County	asbestos@lrapa.org
Douglas, Jackson & Josephine County	jennifer.horton@deq.state.or.us
Coos, Curry, Douglas County	martin.ABTS@deq.state.or.us
Crook, Deschutes, Harney, Hood River, Jefferson, Klamath, Lake, Sherman & Wasco County	paula.laswell@deq.state.or.us

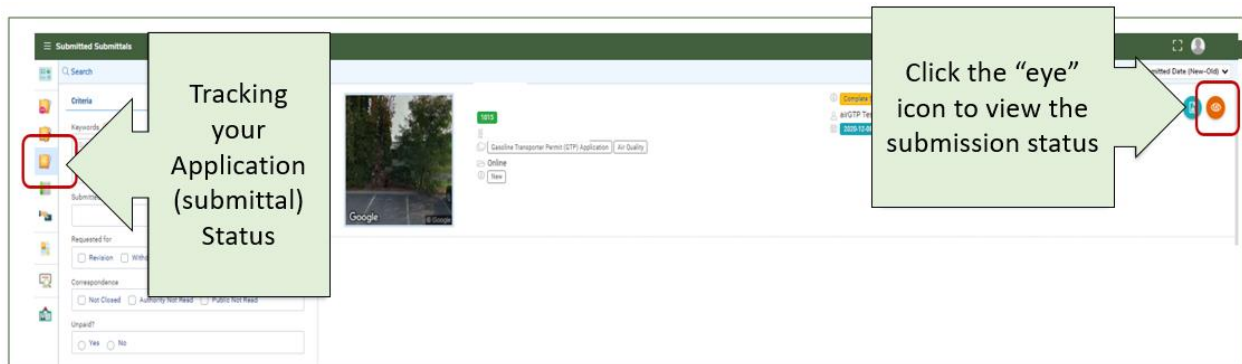
baker, Gilliam, Grant, Malheur, Morrow,
Umatilla, Union, Wallowa & Wheeler
County

tom.hack@deq.state.or.us

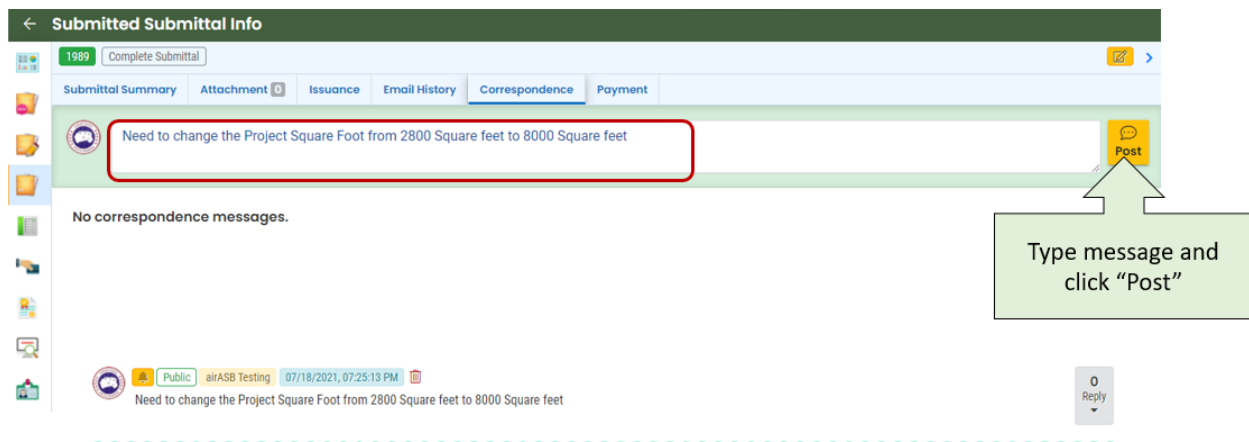
IX. Correspondence Tab

Sending messages:

To access the correspondence tab for a submittal, find the Submittal Summary using the quick link tracking submittal status and clicking the eye icon to view the submittal detail.

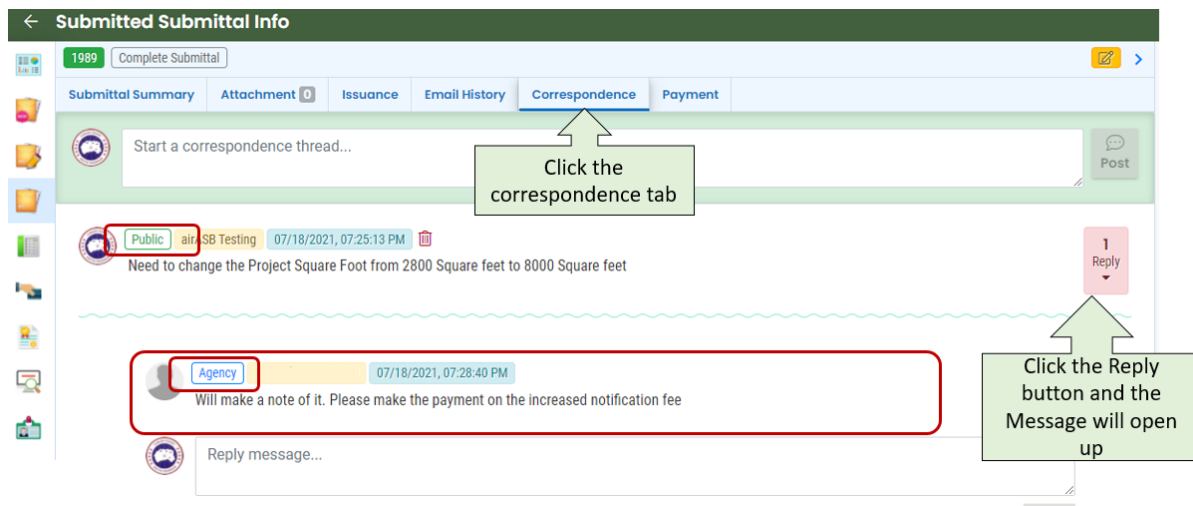


After the submittal information screen appears, click on the Correspondence tab. Type the message and then click "Post" to relay it.



To access messages in the correspondence tab:

Messages in the correspondence tab are indicated by the red bubble in the submittal tracking screen. From the submittal summary, click the eye icon to get to the correspondence tab.

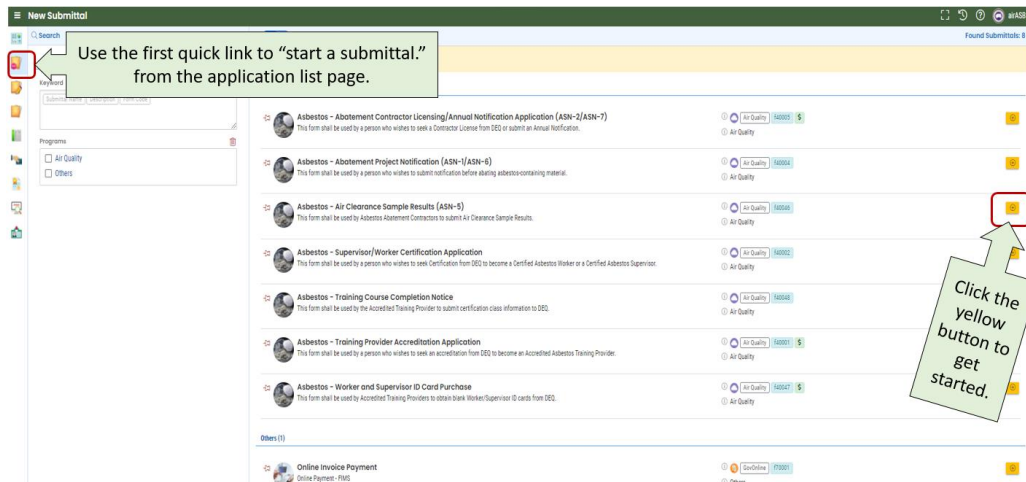


Messages from DEQ will be indicated as “Agency” and from applicant as “Public.”

4. Air Clearance (ASN-5) Submittal

X. Navigate

Use the quick link to “start a submittal” from the application list page.

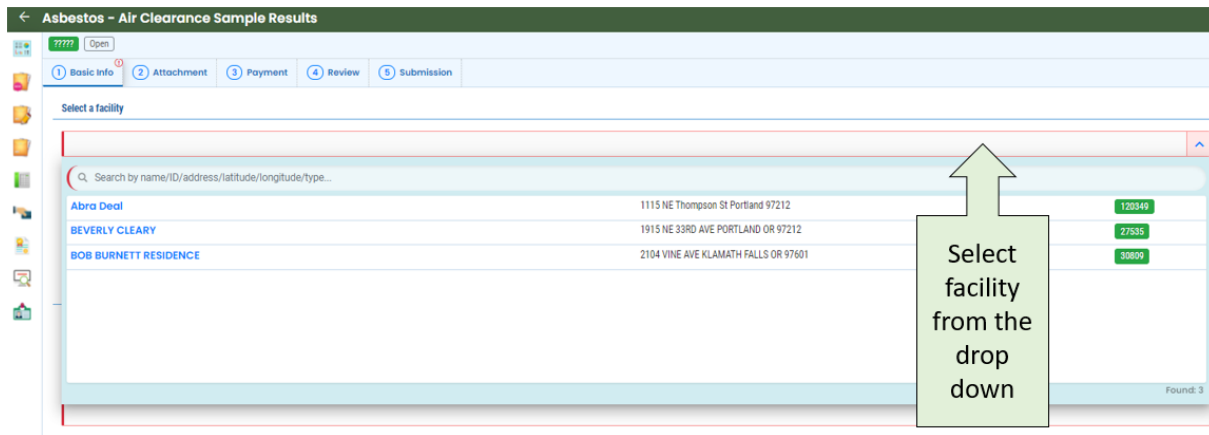


Open the Air Clearance submittal.

XI. Completing Basic Info Tab

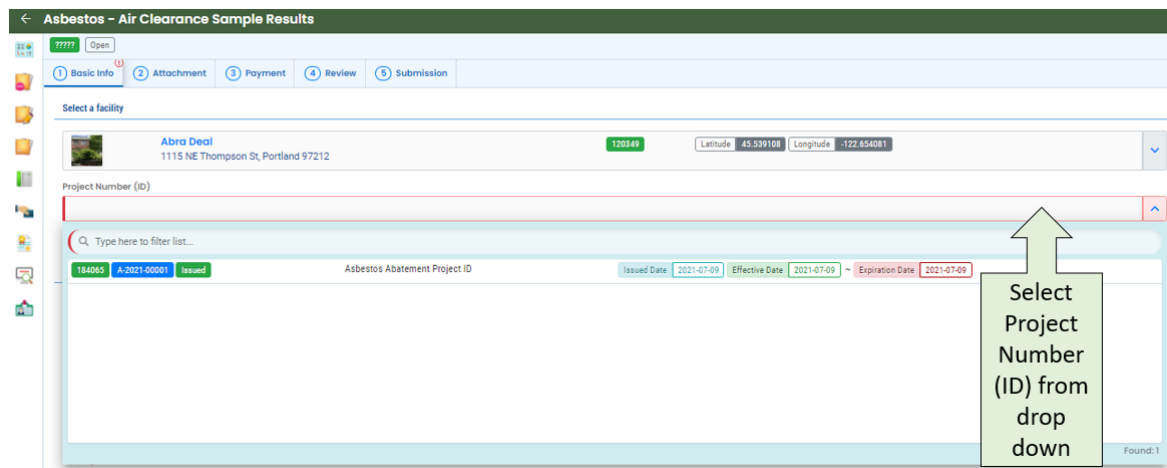
Select a facility

A facility may be selected from the dropdown list which is generated by the system based on the facilities linked during RO account setup.



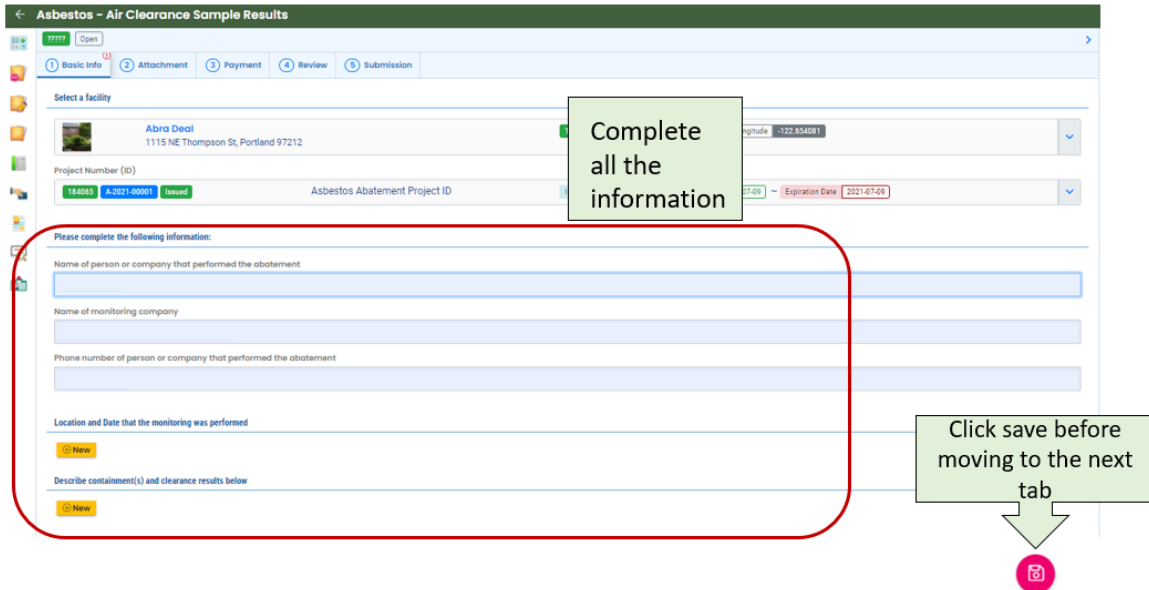
Project number

Select the abatement notification project number of the project that requires the air clearance to be submitted from the dropdown list.



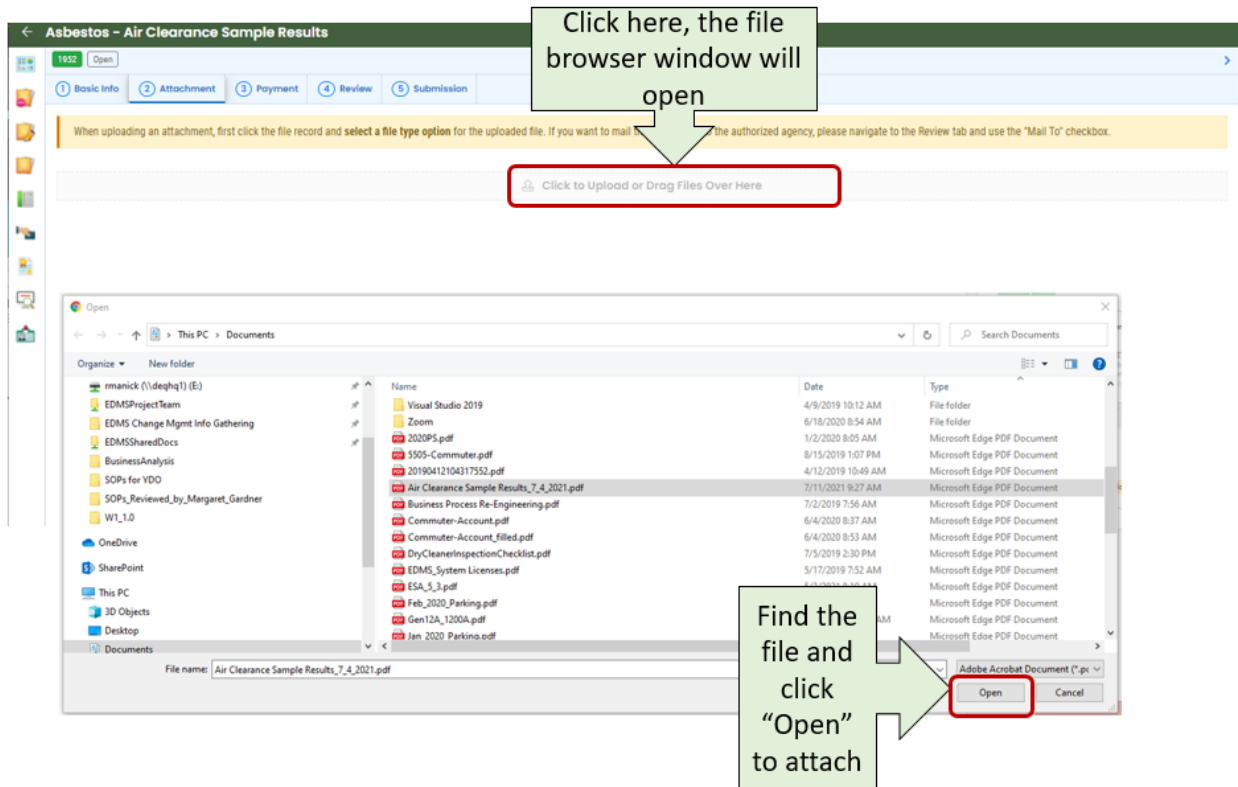
Additional project details

Complete the required information for project details. Multiple air clearance sample results may be included by clicking the **New** button and repeating the entry for each of the sample results.

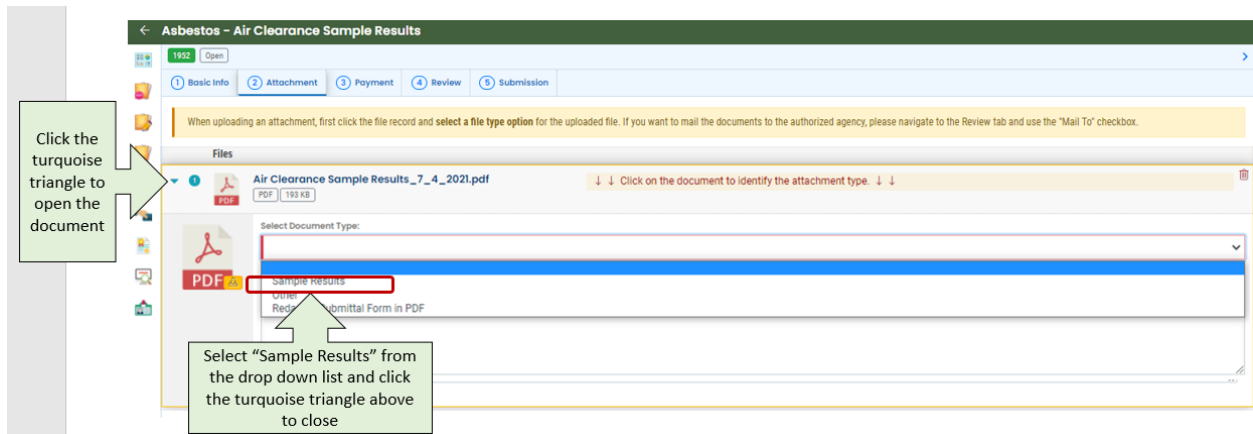


XII. Attachment Tab

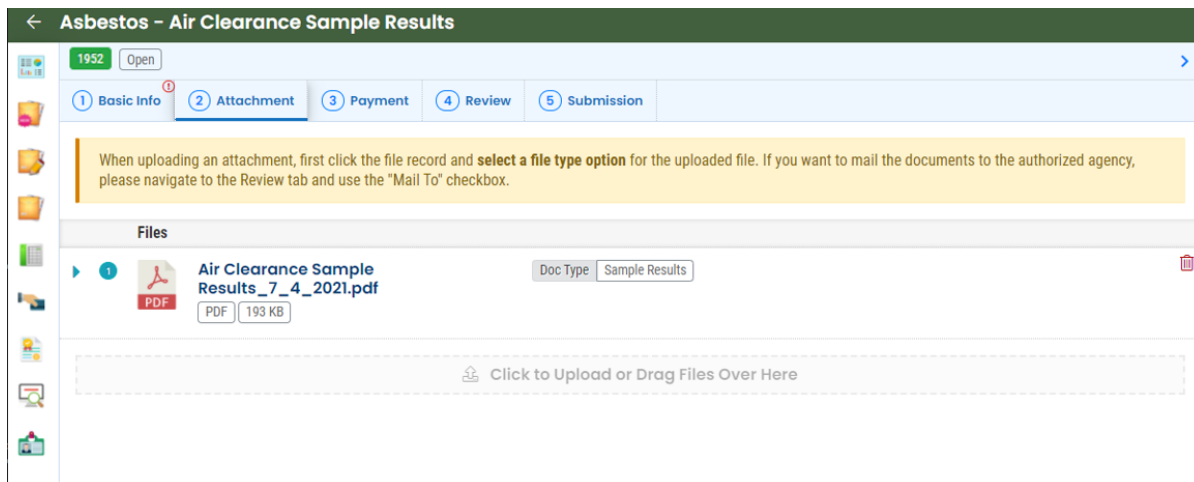
The Air Clearance Sample results file needs to be attached as pdf format in the “Attachment” tab .



Identify the document as a “Sample Results” attachment type from the drop down list.

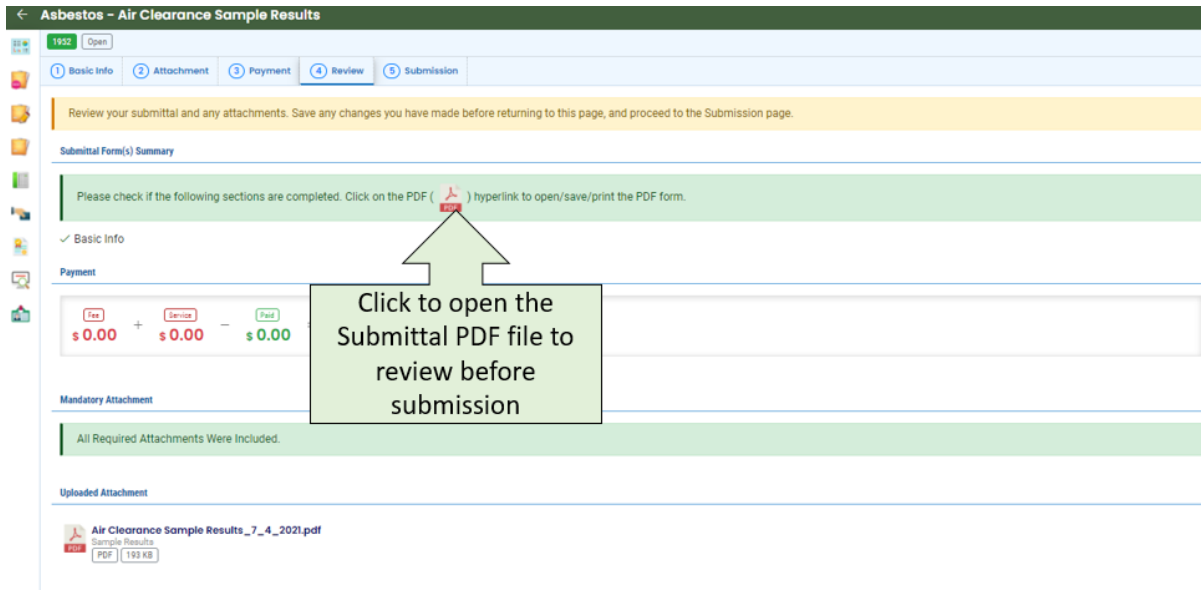


After adding the attachment, this is how the screen will appear.

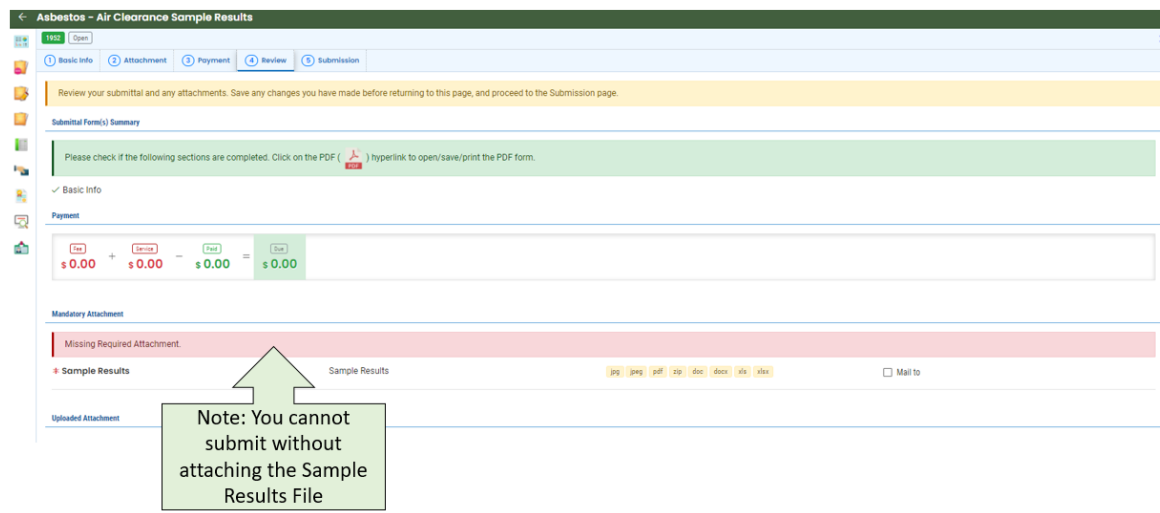


XIII. Review Tab

The submittal information is available as a pdf file. Open this to review the information. Any additional attached files will appear at the bottom of the screen.



Note: You cannot submit the Air Clearance submittal without attaching the Sample Results file.



XIV. Submission Tab

The Responsible Official is in charge of certifying and finalizing the submittal. Certification requires answering one of the security questions and the PIN number from the RO's account. These were established in the account registration process.

10118 Open

1 Basic Info 2 Attachment 3 Payment 4 Review 5 Submission

Certification Statement

Declaration of accuracy information provided: *

I hereby apply to transfer gasoline to and from delivery vessels per OAR 340, Division 232, and certify that the information in this application is true and correct to the best of my knowledge. I hereby certify that the tank described above has been tested in accordance with the procedures set forth by the Department of Environmental Quality.

I have read and agree to the above certification statement

Co-Signers

Co-Signers

Add Co-Signer

Security Question & PIN Number

Security Question: where did you first meet your spouse? *

PIN (4 digits): *

Security Precautions

To prevent your information from being used inappropriately, we maintain stringent system safeguards as well as physical and administrative protection. In addition, the security safeguards are also powered by VeriSign's Certificates. Once we provide you with a password, you are responsible for maintaining the confidentiality of the password. Please note that access to these links, irrespective of the issuance of the User ID and Password, may be terminated by our discretion at any time.

Disclaimer

The system, its agencies, officers, or employees protect your confidential information. However personally identifiable information privacy is a new and evolving area, and despite dedicated efforts, some mistakes and misunderstandings may result. The visitor proceeds to any external sites at their own risk. The development company specifically disclaims any and all liabilities from damages which may result from accessing the website, or from reliance upon any such information.

Submit

Next, click the activated “Submit” button.

10118 Open

1 Basic Info 2 Attachment 3 Payment 4 Review 5 Submission

Certification Statement

Declaration of accuracy information provided: *

I hereby apply to transfer gasoline to and from delivery vessels per OAR 340, Division 232, and certify that the information in this application is true and correct to the best of my knowledge. I hereby certify that the tank described above has been tested in accordance with the procedures set forth by the Department of Environmental Quality.

I have read and agree to the above certification statement

Co-Signers

Co-Signers

Add Co-Signer

Security Question & PIN Number

Security Question: where did you first meet your spouse? *

spouse

PIN (4 digits): *

Security Precautions

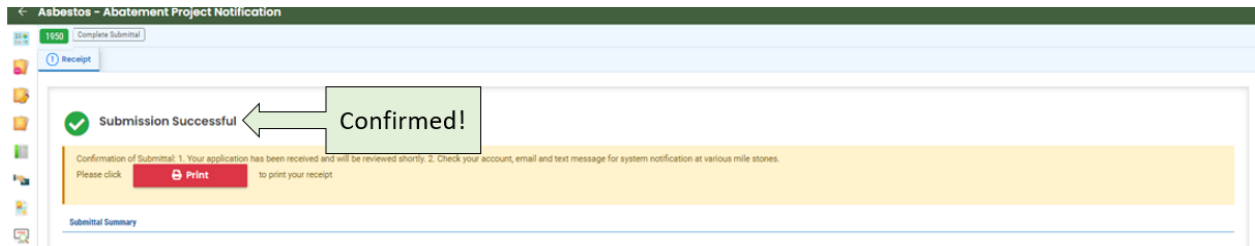
To prevent your information from being used inappropriately, we maintain stringent system safeguards as well as physical and administrative protection. In addition, the security safeguards are also powered by VeriSign's Certificates. Once we provide you with a password, you are responsible for maintaining the confidentiality of the password. Please note that access to these links, irrespective of the issuance of the User ID and Password, may be terminated by our discretion at any time.

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Submit

See the submission confirmation acknowledgement.



5. Helpdesk and Resources

If you have questions about this submittal process or other concerns regarding the use of the Your DEQ Online system, please consult the following:

For more information, training and resources, go to Your DEQ Online Help:

<https://yourdeqonlinehelp.oregon.gov>

For technical assistance:

[Your DEQ Online Helpdesk](#)

(Not compatible with Internet Explorer)

For Your DEQ Online questions:

503-229-6184

YourDEQOnline@deq.state.or.us

To reach Asbestos staff according to their specialty:

Asbestos abatement contractor licenses:

- Naveed Mir, email: deqnwrasbestos@deq.state.or.us; phone: 503-229-5982.

Notifications and air clearance reports:

- Northwest Region Portland Office - Clackamas, Clatsop, Columbia, Multnomah, Tillamook & Washington Counties: Naveed Mir, 503-229-5982 or email: deqnwrasbestos@deq.state.or.us
- Eastern Region Bend Office - Crook, Deschutes, Harney, Hood River, Jefferson, Klamath, Lake, Sherman, Wasco, Baker, Gilliam, Grant, Malheur, Morrow, Umatilla, Union, Wallowa & Wheeler Counties: Paula Laswell, 541-633-2000 or email: laswell.paula@deq.state.or.us
- Western Region Salem Office - Benton, Lincoln, Linn, Marion, Polk & Yamhill Counties : Dottie Boyd, 503-378-5086 or email: boyd.dottie@deq.state.or.us
- Western Region Medford Office -Jackson, Josephine, & Eastern Douglas Counties: Jennifer Horton, 541-776-6089 or email: Jennifer.horton@deq.state.or.us
- Western Region Coos Bay Office – Western Douglas, Coos & Curry Counties: Martin Abts, 541-269-2721, ext. 222 or email: abts.martin@deq.state.or.us

Training provider submittals:

- Kara Master, 503-229-6351 or
- email: master.kara@deq.state.or.us

Other Asbestos Program questions:

- Master at 503-229-6351 or email: master.kara@deg.state.or.us
- Audrey O'Brien at 503-209-9182 or email: obrien.audrey@deg.state.or.us