

NEW YORK STATE  
OFFICE OF CHILDREN AND FAMILY SERVICES

**ENVIRONMENTAL HAZARD INFORMATION FORM**  
**PARTS I and II**

**PART I** – Print or type your name and facility ID number in the spaces provided. (Facility number can be found on your application booklet).

Print or type in the answers you know to the 4 questions asked about the hazard. These answers will help you when calling contacts and writing information in Part II.



**PART II** – Refer to the Environmental Hazard contact chart. Find the hazard you are reporting and call the agency listed. Using the Part II Form check the box next to the agency you are calling.

When calling an agency from the list, be sure to record the person's name, phone number and the date that you spoke to him/her. Explain to the contact person that you are applying for a child care license or registration and that you may have a potential hazard. Explain the facts to the contact person. Ask the contact person if their agency has been involved with or has knowledge of the hazard. Print or type their answers on to Part II.

The OCFS representative will review the information you submit. If OCFS determines that the hazard needs further examination, he or she will begin an environmental hazard assessment following OCFS guidelines. This examination is required **prior** to licensure or registration.

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**ENVIRONMENTAL HAZARD INFORMATION FORM  
PART I**

**If you checked the "No" box in the Environmental Hazard Statement,  
DO NOT complete this form.**

(Only one potential hazard may be reported on this form. For reporting multiple hazards use additional forms.)

APPLICANT NAME: \_\_\_\_\_

FACILITY ID: \_\_\_\_\_ DATE: \_\_\_\_\_

*(If more space is needed to complete answers, attach additional paper.)*

- 1. What is the potential environmental/health hazard you are reporting? (Type of condition and business name- if known)**

- 2. How far away (in miles or feet) and compass direction (N, S, E, W) is the business or condition from your existing or proposed day care building? Do you know the "path of exposure" or "route of exposure"?**

**3. How long has the hazard been present?**

**4. Please provide any additional information related to the hazard identified. (odors, complaints, etc)**

-----FILL OUT PART II ON THE BACK-----

