

WALMS INSTRUCTIONAL SUMMARY

HOW DO I LOCATE ASBESTOS/LEAD BASED PAINT INFORMATION USING THE WALMS DATA BASE?

This summary is intended for first time users that are searching for asbestos/lead data for a particular building. This summary and instruction guide is NOT intended for use by consultants or others that may be trying to enter or manipulate data. See the user manual posted on the log-in screen for further information on how to input or edit data.

WALMS LOG-IN PAGE

After receiving a log-in and password from the Division of State Facilities WALMS Administrator, follow these directions to locate specific data for a particular building. Enter your log-in and password to bring you to the WALMS Main Page.

WALMS Main Page

- 1.) Use the drop downs in the upper right hand corner of the screen to select the desired agency, institution and building. Remember, the access you were provided may be limited to a specific agency or institution. Contact the DSF WALMS Administrator should you need access to additional sites. A spreadsheet listing the buildings with data entered or currently under contract to be inspected is available by clicking on the “Building Inspection Status List” to view this information.
- 2.) Clicking on the desired building, assuming the WALMS data has been entered, will open the default screen –which is the same as the “Building Summary Report” under the “Standard Reports” heading.
- 3.) Under the “**Standard Reports**” section, click on the following subsections for specific information. Clicking and printing all subsections will provide a complete WALMS report (excluding certification of personal conducting the inspection, lab certifications, etc).

I. Building Information

Clicking here will provide basic building information such as building address, date of inspection, site contacts, etc. The purpose of this subheading is to provide information for a DNR/DHFS Notification of Demolition/or Renovation Form and includes such items as the building address, date of inspection, name of inspector, etc.

II. Building Summary Report

Clicking on this provides the same information that is the default screen. It provides a summary of asbestos containing materials (ACM) and non-asbestos containing materials tested and/or assumed in that particular building. It also provides a summary of asbestos containing materials per floor and the approximate quantity.

III. Floor Plans

Clicking here provides scanned floor plans that the inspector utilized during the inspection process. Remember, these were the room numbers/names at the time of the inspection. Therefore, it may be necessary to review these drawings when looking for specific data on a particular room.

IV. Material Inventory by Room

This may be the most useful report. Clicking here and again at “display report” will provide the full Room by Room Inventory including a list of asbestos and non-asbestos containing materials in each room. The quantity and condition of the asbestos containing materials is also provided.

V. Bulk Sample Data-Asbestos

Clicking here provides the exact location of samples that were tested for asbestos.

VI. Lead Based Paint Testing Inventory

Click here to show the locations and results of lead based paint testing. The WALMS inspections include a limited lead based paint-testing inventory. Information provided includes the test location, component tested, substrate, condition of the paint, and result.

Please contact the current WALMS administrator at DSF with further questions by calling 608 266 2731 and ask to speak to the current hazardous materials staff member (s).