

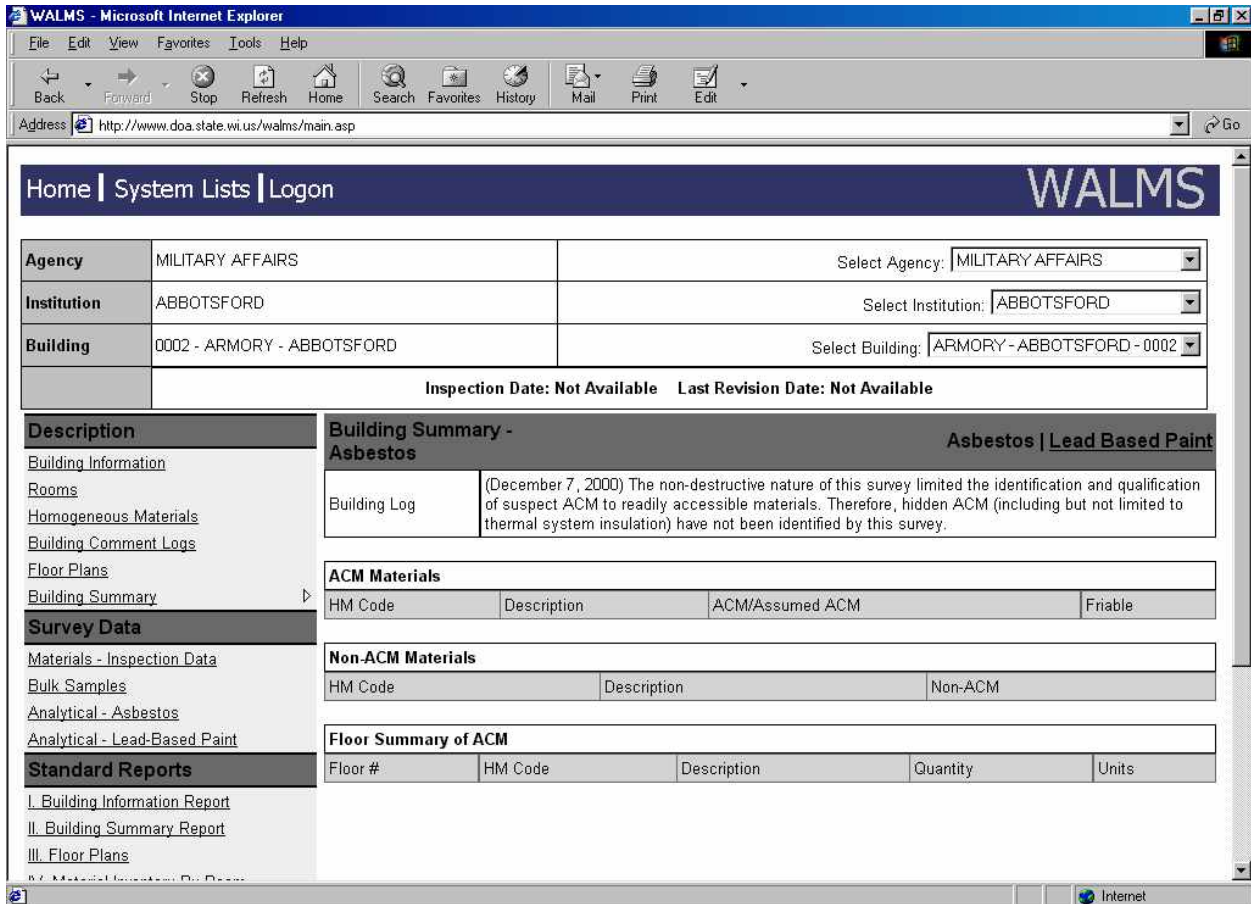
**State of Wisconsin  
Department of Administration  
Division of State Facilities  
Wisconsin Asbestos & Lead Based Paint  
Management System**

Updated:  
August 2, 2007

**SECTION B**

# WALMS

## WISCONSIN ASBESTOS and LEAD MANAGEMENT SYSTEM



### USERS GUIDE VERSION 1.0

## WALMS--TABLE OF CONTENTS

1.0 Introduction .....	4
2.0 Logging Into WALMS .....	5

<b>3.0 The WALMS Home Page.....</b>	<b>6</b>
3.1 Home Page Information .....	6
3.2 System List Page Information .....	7
<b>4.0 Entering Building Description Data.....</b>	<b>8</b>
4.1 Entering Building Info Data .....	9
4.2 Entering Rooms Data.....	11
4.3 Entering Homogeneous Materials Data .....	13
4.4 Entering Building Comments Log Data.....	15
4.5 Importing Floor Plans.....	17
<b>5.0 Entering Survey Data .....</b>	<b>19</b>
5.1 Entering Materials Inspection Data .....	20
5.2 Entering Bulk Samples Data .....	22
5.3 Entering Analytical-Asbestos Data.....	25
5.4 Entering Analytical-Lead Based Paint Data .....	26
<b>6.0 Creating Reports .....</b>	<b>29</b>
6.1 Building Information Report.....	30
6.2 Building Summary Report .....	31
6.3 Floor Plans .....	32
6.4 Material Inventory By Room Report.....	33
6.5 Bulk Sample Data-Asbestos Report .....	35
6.6 Lead-Based Paint Testing Inventory Report .....	36
6.7 Rooms With No Suspect Materials Report .....	37
6.8 Rooms Not Accessed Report.....	38
6.9 Material Query Report.....	39
6.10 Abatement Cost Estimate Report .....	40
<b>7.0 Exiting WALMS.....</b>	<b>41</b>
<b>APPENDIX A: WALMS SYSTEM LISTS .....</b>	<b>42</b>
A.1 Homogeneous Material Codes .....	43
A.2 Laboratories List .....	44
A.3 LBP Substrates .....	45
A.4 Personnel .....	46
A.5 Building Components.....	47
A.6 Reports .....	49
<b>APPENDIX B: WALMS Programming Diagrams.....</b>	<b>50</b>
B.1 WALMS – Data Relationship Diagram .....	51
B.2 WALMS – Process Diagram .....	52

## 1.0 Introduction

The Wisconsin Asbestos and Lead Management System (WALMS) is a web-based database designed for use by Wisconsin DOA Division of State Facilities, State Agency personnel, as well as select consultants. For each building in the Wisconsin State Facilities list, this centralized management system allows both data entry and reporting of information gathered during asbestos and lead-based paint surveys. This information includes:

- ACM and non-ACM materials lists by building and by floor
- Homogeneous materials
- Floor plans
- Abatement cost estimates

The pages that follow are intended to provide WALMS users guidance in:

- |   |
|---|
| <ul style="list-style-type: none"><li>• Navigating the WALMS screens</li><li>• Entering inspection and analysis data</li><li>• Generating reports</li></ul> |
|---|

## 2.0 Logging onto WALMS

Microsoft Internet Explorer 5.0 or higher, is the preferred browser for use with the WALMS database. WALMS may be accessed from <http://walms.doa.state.wi.us/> Prior to using WALMS you will need to contact the DSF Project Manager to obtain a User ID and Password.

Enter your User ID and Password into the fields, as shown below.

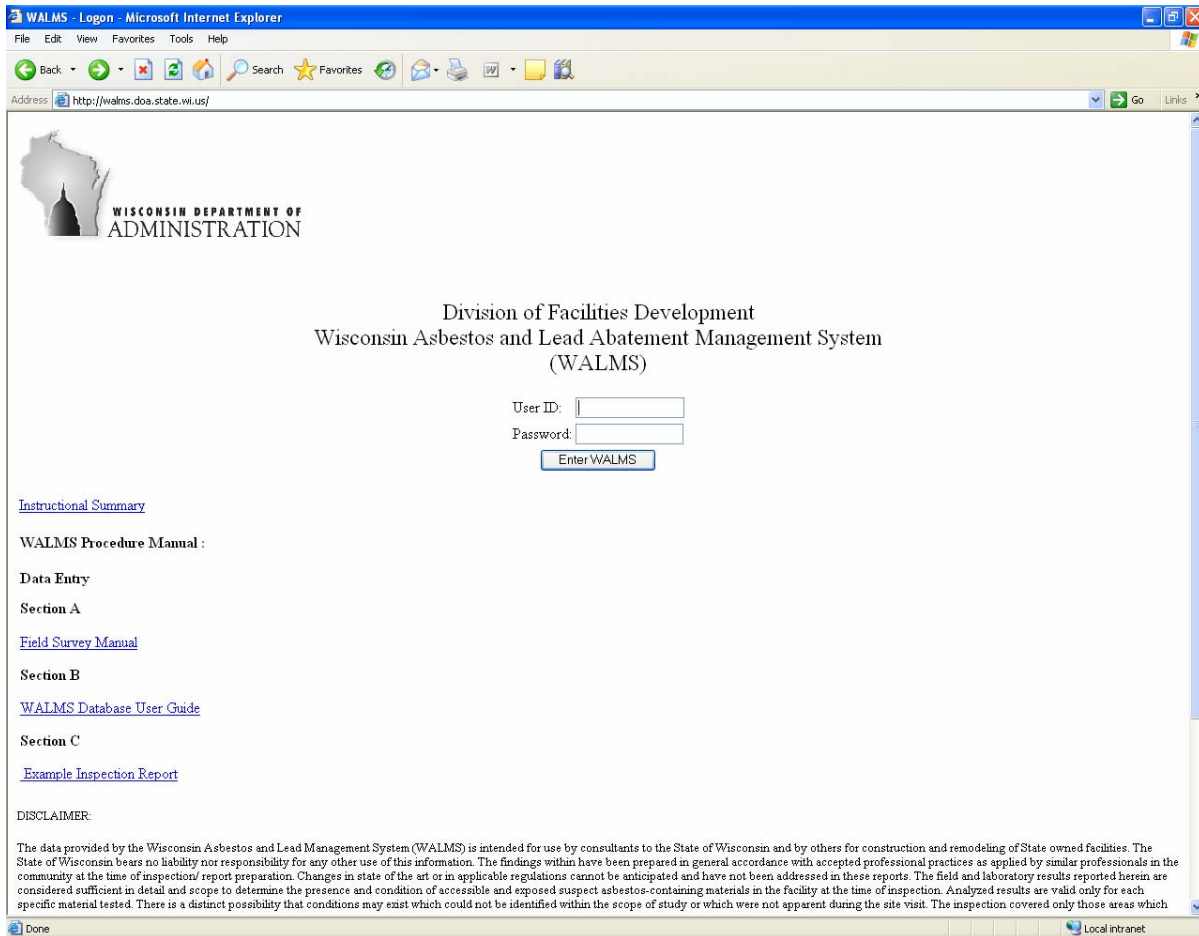


Figure 1—WALMS Logon Page

Click on , and you will be linked to the WALMS home page.

### 3.0 The WALMS Home Page

When you log into the WALMS system, you will be linked to the WALMS Home Page (see Figure 2 below). From this page, you can access the rest of the WALMS system.

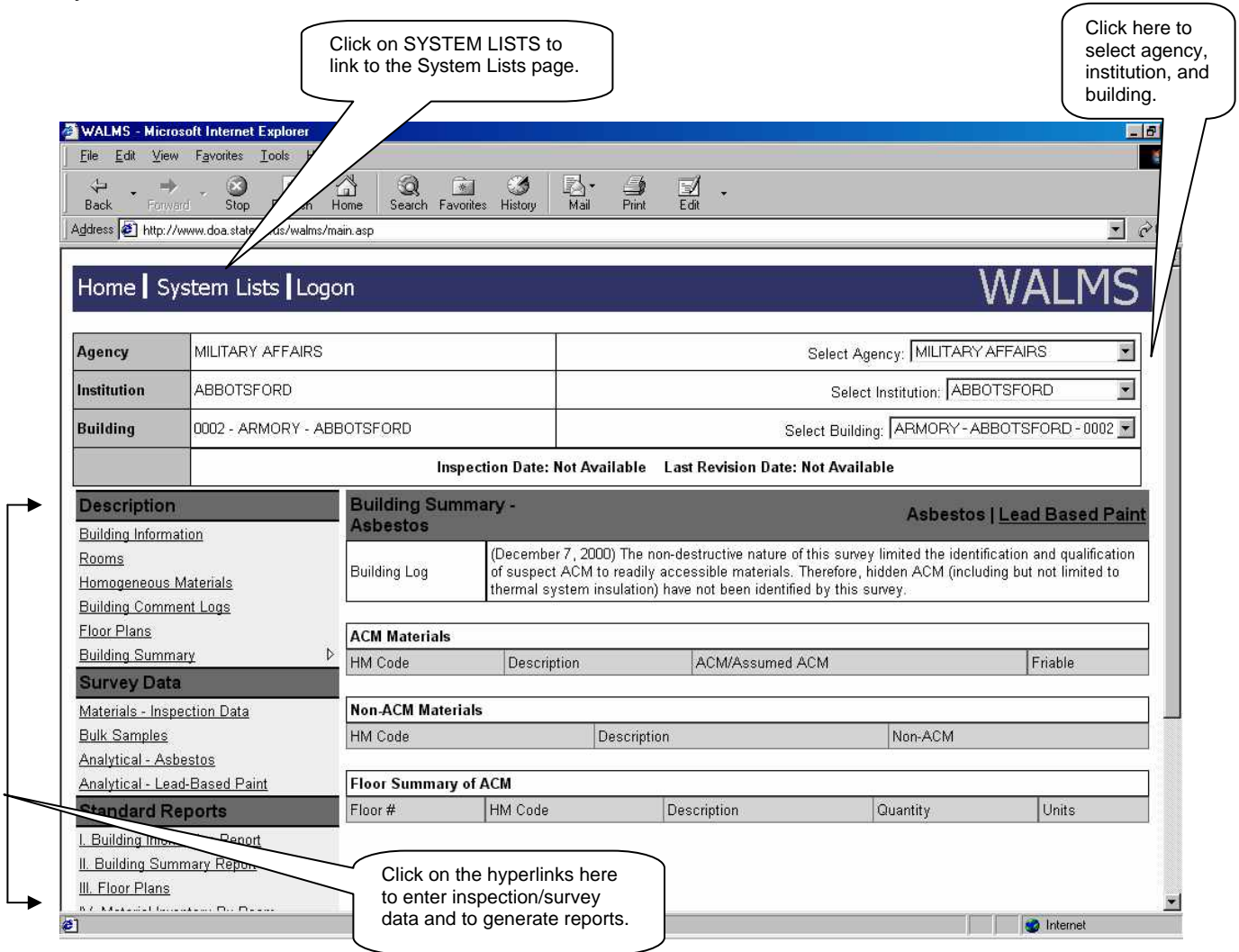


Figure 2—WALMS home page

### 3.1 Home Page Information

This is the default view of the home page, as shown in the figure above. From this view, you can enter data and generate reports using the available Description, Survey Data, and Reports links as shown on the frame on the left. Three drop down boxes help you identify and select the appropriate AGENCY, INSTITUTION, and BUILDING (see Figure 2 above).

### 3.2 System List and Logon Page Information

From the WALMS home page, clicking on **System Lists** (see Figure 2 above) will link you to the System Lists page, as shown in Figure 3 below:

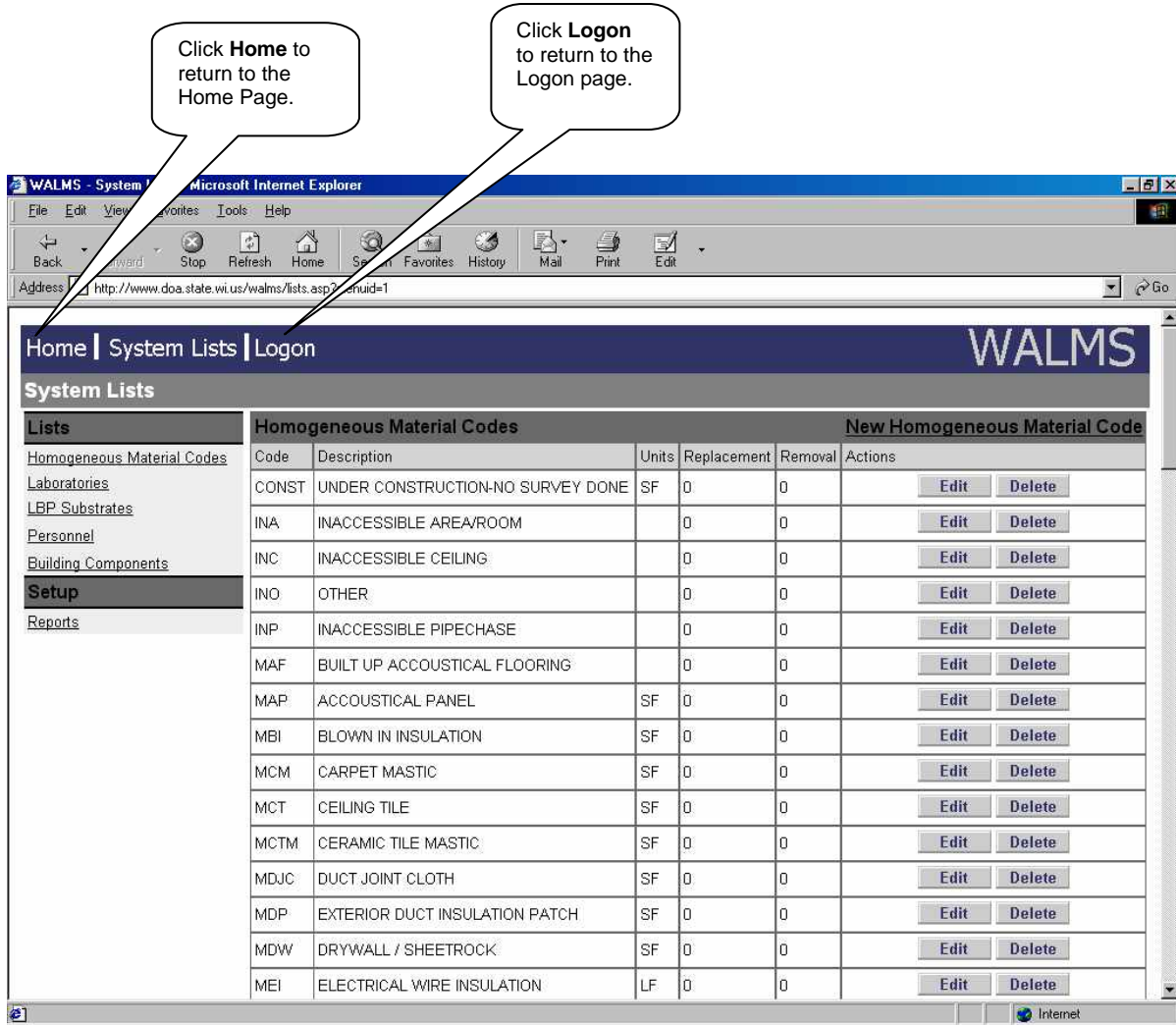


Figure 3—System Lists Page

The System Lists page features and functions will be discussed in more detail in Appendix A. For now, observe two links available to you from this page (Figure 3):

1. The **Home** hyperlink—this link will return you to the Home Page
2. The **Logon** hyperlink—this link will return you to the Logon Page

The Home, System Lists, and Logon pages are all directly accessible from many of the sub-pages within the WALMS system.

**Click on HOME to return back to the Home Page.**

## 4.0 Entering Building Description Data

Three categories of building description data can be entered/imported into the WALMS system. These building description data categories are **Building Information, Rooms, Homogeneous Materials, Building Comments Log** and **Floor Plans**. Each is accessible from the Home Page (see Figure 4 below):

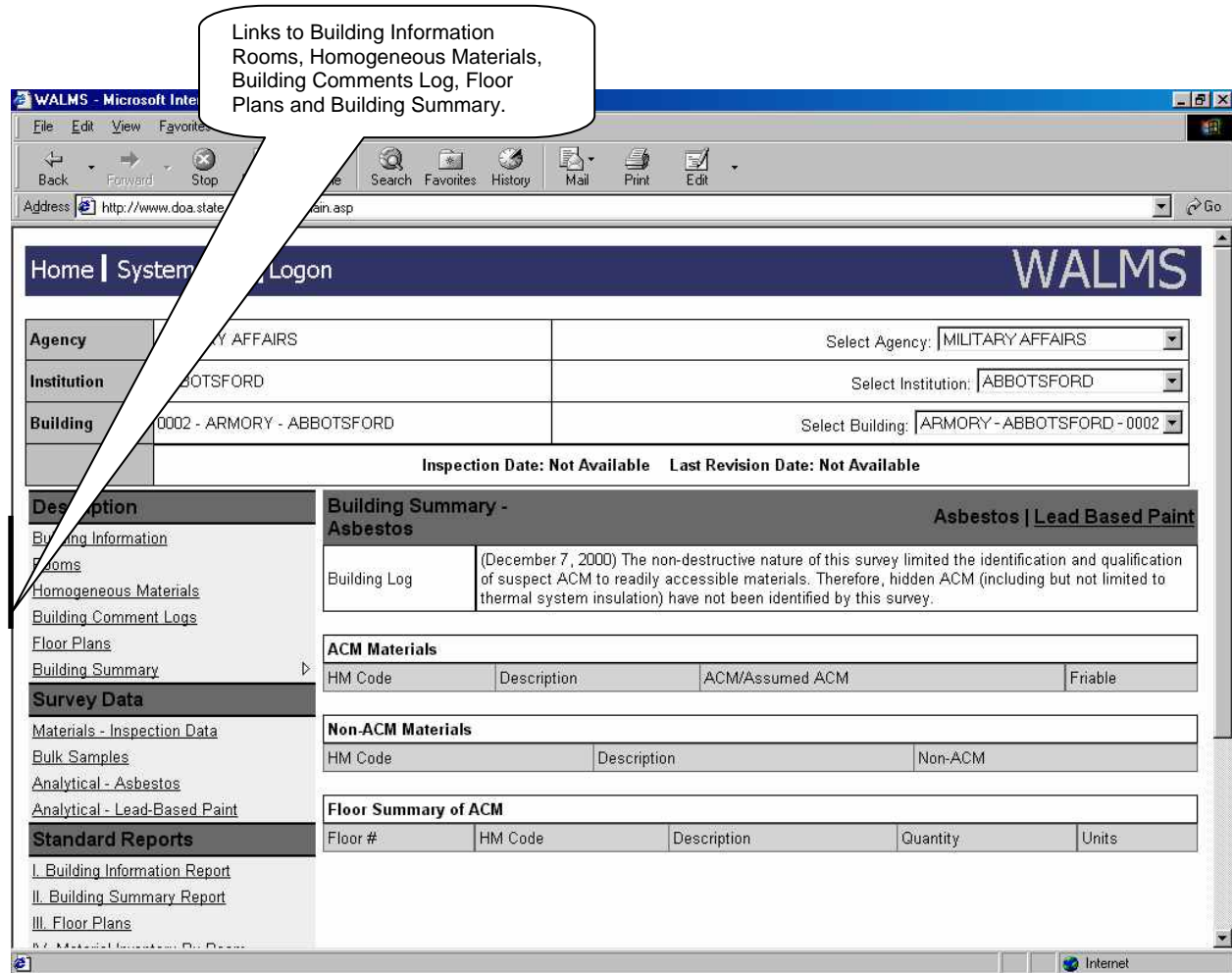


Figure 4-- Links to Building Information, Rooms, Homogeneous Materials, Building Comments Logs, Floor Plans, and Building Summary



## 4.1 Entering Building Information Data

Clicking on the **Building Information** hyperlink (see Figure 4 above) will link you to the Building Info Data page (see Figure 5 below):

The screenshot shows the WALMS web application interface. At the top, there is a navigation bar with 'Home | System Lists | Logon' and the 'WALMS' logo. Below this is a breadcrumb trail: 'Building Inspection Status List'. The main content area is divided into a left sidebar and a central table.

**Left Sidebar:**

- Description**
  - Building Information
  - Rooms
  - Homogeneous Materials
  - Building Comment Logs
  - Floor Plans
  - Building Summary Home
- Survey Data**
  - Materials - Inspection Data
  - Bulk Samples
  - Analytical - Asbestos
  - Analytical - Lead-Based Paint
- Standard Reports**
  - I. Building Information Report
  - II. Building Summary Report
  - III. Floor Plans
  - IV. Material Inventory By Room
  - V. Bulk Sample Data-Asbestos
  - VI. Lead Based Testing Inventory
- Additional Reports**
  - Rooms With No Suspect Materials
  - Rooms Not Accessed
  - Material Query
  - Abatement Cost Estimate

**Central Table:**

At the top of the table, there are dropdown menus for 'Select Agency: MILITARY AFFAIRS', 'Select Institution: ABBOTSFORD', and 'Select Building: ARMORY - ABBOTSFORD - 0002'. Below these are the dates: 'Inspection Date: 5/3/2001', 'Data Entry Complete: 12/20/2002', and 'Last Revision: 12/20/2002'. An 'Edit Building Info' link is in the top right corner of the table.

DFD Project Number	99L5Z	Initial Building Number	0002	
Addition Number	N/A			
<b>Building Address</b>				
Building Address	1001 East Elm Street			
City	Abbotsford	County	Marathon	
State	WI	Zip Code	54405-0508	
Present Use	Armory	Past Use	N/A	
Contact Name	SGT Samuel P. Hayes	Contact Phone	(715) 223-4011	
Inspectors Name	Mike Larsen	Inspector Number	A11A11 13650	
Company Name	PSI, Inc	Phone	(262) 970-9022	
Address	W228N727 Westmound Dr., Ste. A		City	Waukesha
State	WI	Zip Code	53186	
Inspection Date	5/3/2001	Data Entry Complete	12/20/2002	
Approx. Construction Date	1989	Number of Floors	1	
Gross Sq. Feet	16,500	Net Sq. Feet	same	
Exterior Finish		Roof Type		

A callout box with a speech bubble points to the 'Edit Building Info' link, containing the text: 'Click here to enter New Building Info.'

Figure 5—Building Info Page

The figure above shows a summary table of required Building Information. Populating this table is done through the **New Building Info** hyperlink (see above). Clicking on **New Building Info** will link to the following page (Figure 6):

# WALMS 1.0 USER GUIDE

Building Information

DFD Project Number	39L52
Initial Building Number	0002
Addition Number	N/A
Building Address	1001 East Elm Street
City/County/State/Zip Code	Abbotsford   Marathon   WI   54405-0508
Present Use	Armory
Past Use	N/A
Contact	SGT Samuel P. Hayes
Contact Phone Number	(715) 223-4011
Inspector Name	Mike Larsen
Inspector Number	A11/L11 13850
Company Name	PSI Inc.
Company Phone	(262) 970-9022
Company Email	jpdike@psiusa.com
Company Address	W228N727 Westnound Dr., Ste. A
Company City/State/Zip	Waukesha   WI   53186
Inspection Date	5/3/2001
Construction Date	1989
Number Of Floors	1
Gross Sq. Ft.	16,500
Net Sq. Ft.	same
Exterior Finish	
Roof Type	
Data Entry Complete	<input checked="" type="checkbox"/> 12/20/2002

Save Main Menu

Clicking here will enter current date. Check box ONLY when all data entry is complete.

Figure 6—New Building Info Page

At the bottom (not shown) of Figure 6:

- Choosing **Save** saves the current information and returns you to the Building Info Page
- Choosing **Main Menu** returns you to the previous menu.
- At the bottom of Figure 6 is a box that indicates “Data Entry Complete”- This button needs to be checked **ONLY WHEN THE REPORT IS COMPLETE AND ALL DATA HAS BEEN ENTERED. BE SURE TO CHECK PRIOR TO PRINTING THE FINAL HARD COPY REPORT.** Checking the box will automatically apply the current date.

## 4.2 Entering Rooms Data

Clicking on the **Rooms** hyperlink (see Figure 4 above) will link you to the Rooms Description Data page (see Figure 7 below):

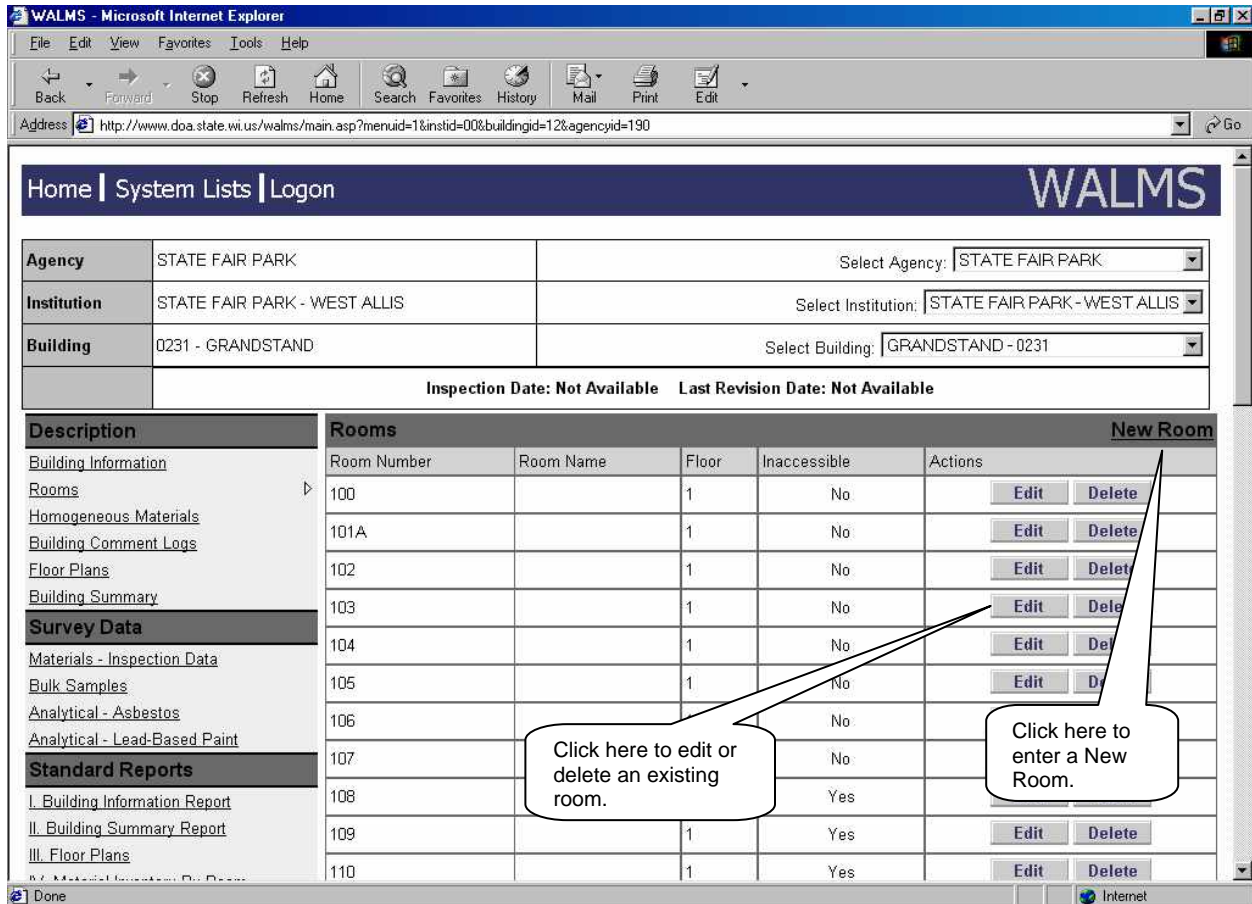


Figure 7—Rooms Summary Page

The figure above shows a summary table of rooms, room numbers, floors, and accessibility. To populate this table, it is first necessary to create a new room in the system; this is done through the **New Room** hyperlink (see above). Clicking on **New Room** will link to the following page (Figure 8):

## WALMS 1.0 USER GUIDE

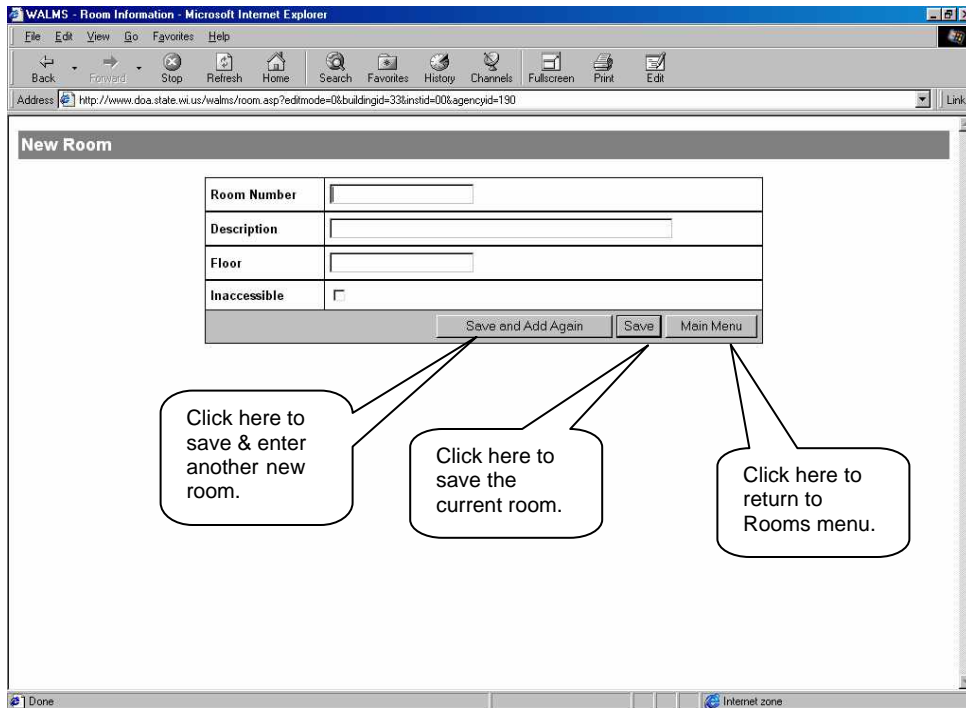


Figure 8—New Room Page

As Figure 8 shows:

- Choosing **Save** saves the current new room and returns you to the Rooms Summary Page
- Choosing **Save and Add Again** saves the current new room and allows entry of another new room
- Choosing **Main Menu** returns you to the previous menu.

### 4.3 Entering Homogeneous Materials Data

From the **Home Page**, clicking on the **Homogeneous Materials** hyperlink will link you to the following page (Figure 9):

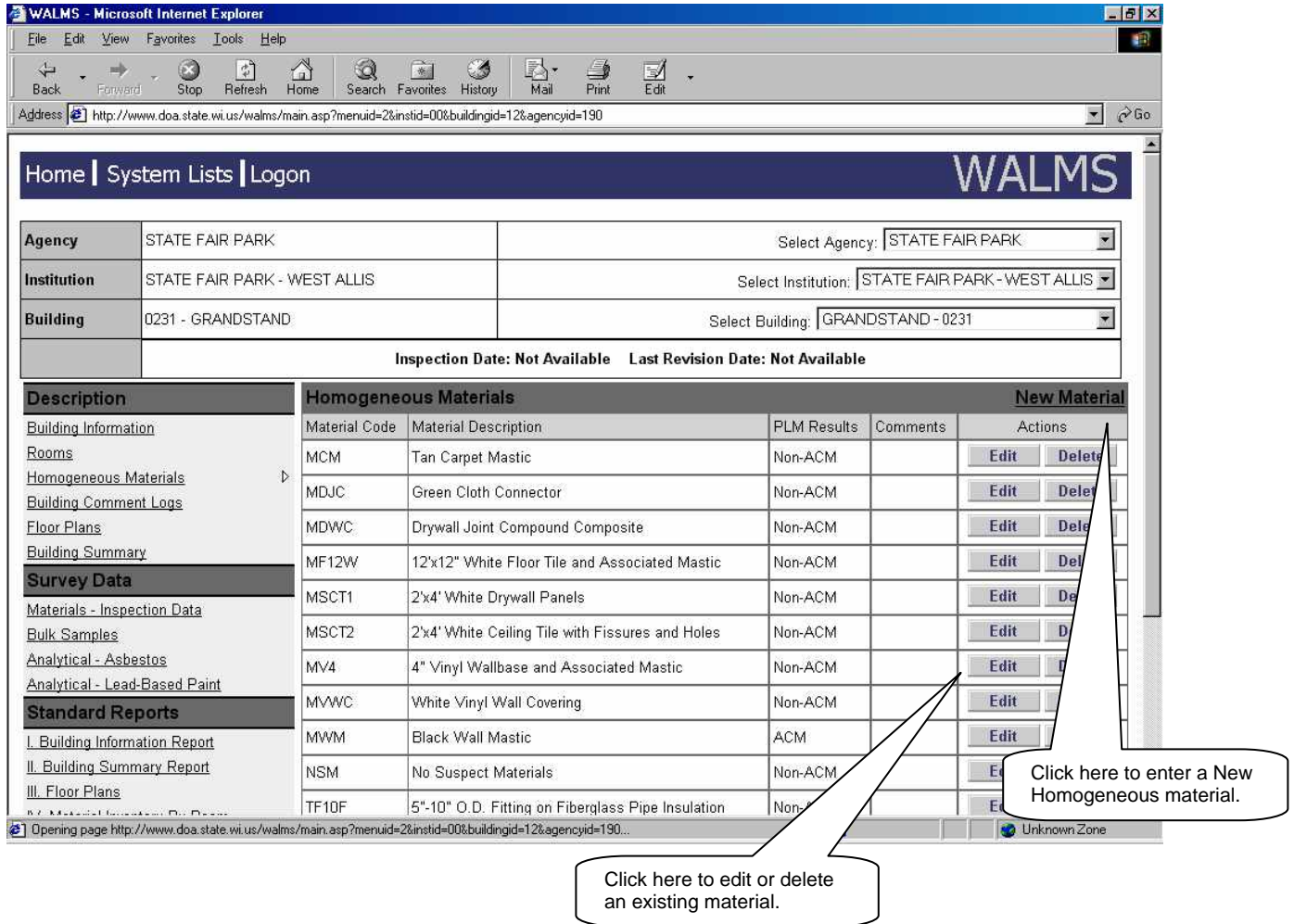


Figure 9—Homogeneous Materials Page

This page is used to generate, edit and delete homogeneous materials.. For example, clicking the **New Material** hyperlink will link you to the following page (Figure 10):

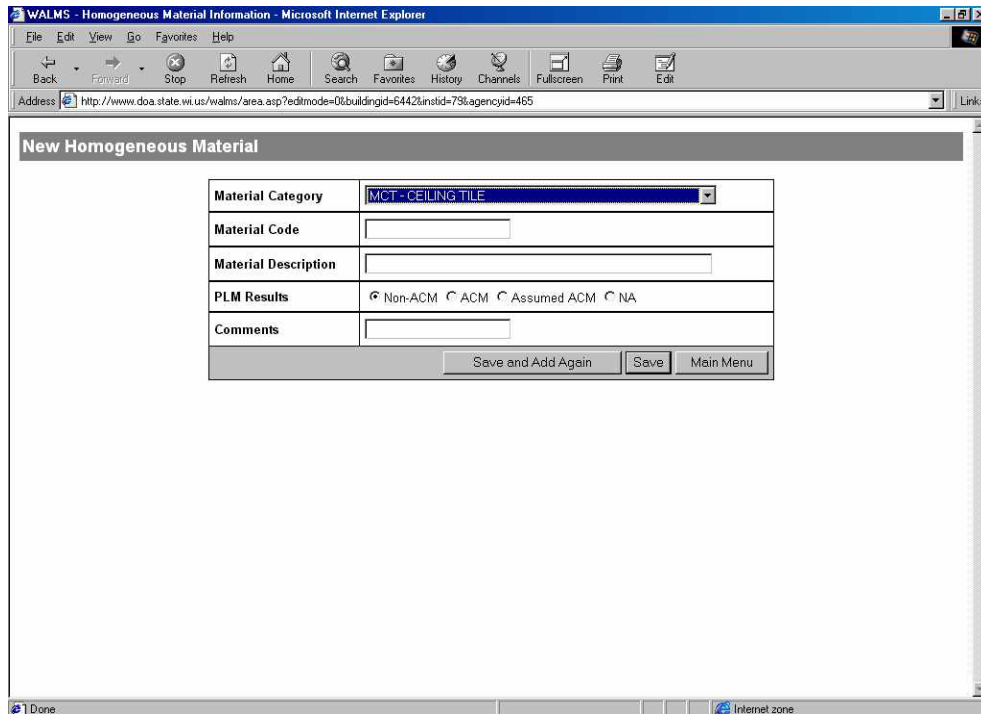


Figure 10—New Homogeneous Materials Page

Steps to entering New Homogeneous Materials:

1. Choose the material category from the drop down box (these are “master” codes that can only be changed by a system administrator).
2. Enter the material code and description in the field indicated.
3. Choose the correct PLM Result: ACM, Non-ACM, Assumed ACM, or N/A.

As with the New Rooms page described before, the New Homogeneous Materials Page contains data entry fields and three button choices: SAVE, SAVE AND ADD AGAIN, and MAIN MENU:

- Choosing **Save** saves the current new homogeneous material and returns you to the Homogeneous Materials Page
- Choosing **Save and Add Again** saves the current new homogeneous material and allows entry of another homogeneous material
- Choosing **Main Menu** returns you to the previous menu

## 4.4 Entering Building Comments Log Data

Clicking on the **Building Comments Log** hyperlink (see Figure 4 above) will link you to the Building Comments Log Data page (see Figure 11 below):

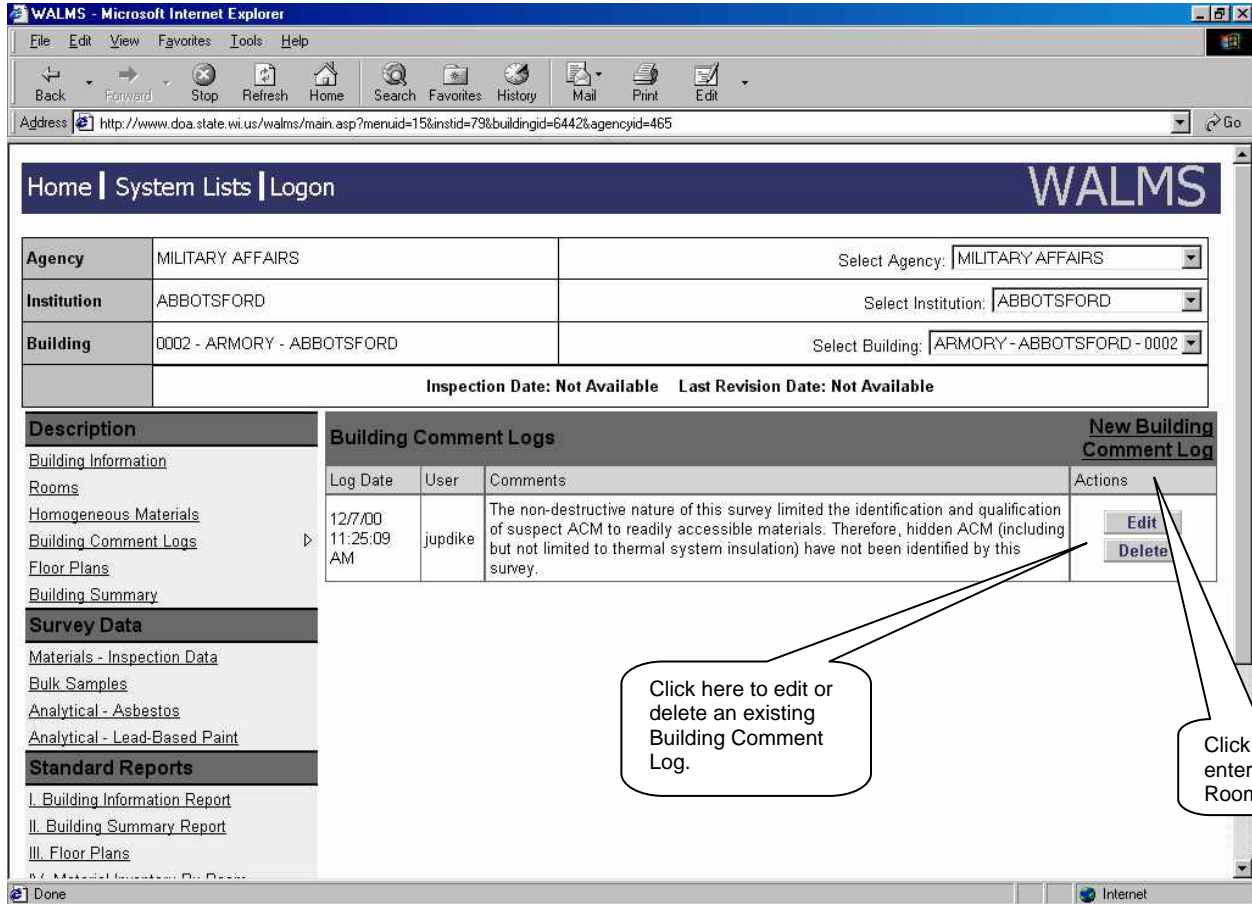


Figure 11—Building Comment Logs Page

Entry of new building comments is done through the **New Building Comment Log** hyperlink (see above). Clicking on **New Building Comment Log** will link to the following page (Figure 12):

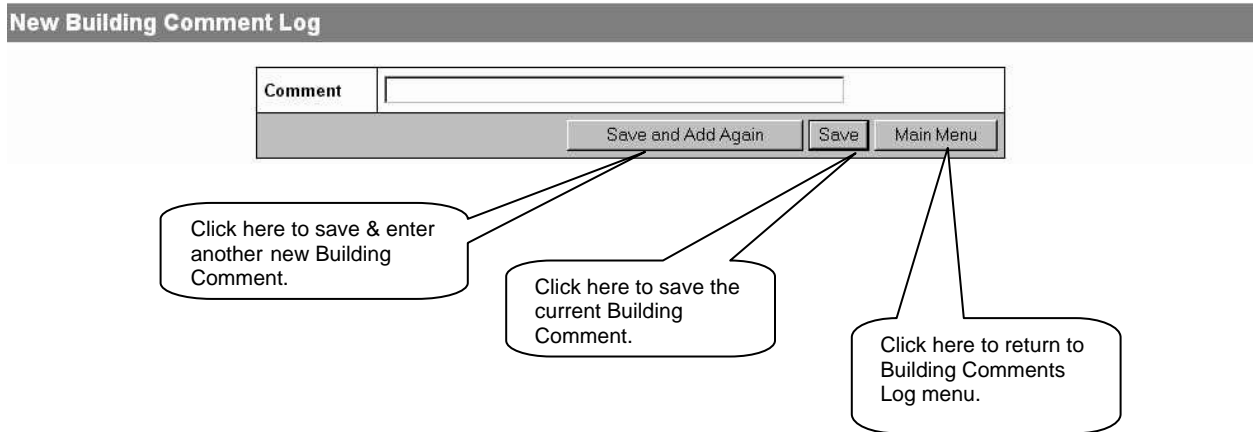


Figure 12—New Building Comment Page

As Figure 12 shows:

- Choosing **Save** saves the current building comment and returns you to the Building Comments Log Page
- Choosing **Save and Add Again** saves the current building comment and allows entry of another new building comment
- Choosing **Main Menu** returns you to the previous menu.



## 4.5 Importing Floor Plans

The WALMS program has the ability to store and display floor plan information that is imported into the system. An Adobe Acrobat (.PDF) file is the preferred file format, although the database will also accept .GIF or .JPEG files. Clicking on the **Floor Plans** hyperlink (see Figure 4 above) will link you to the Floor Plans page (see Figure 13 below):

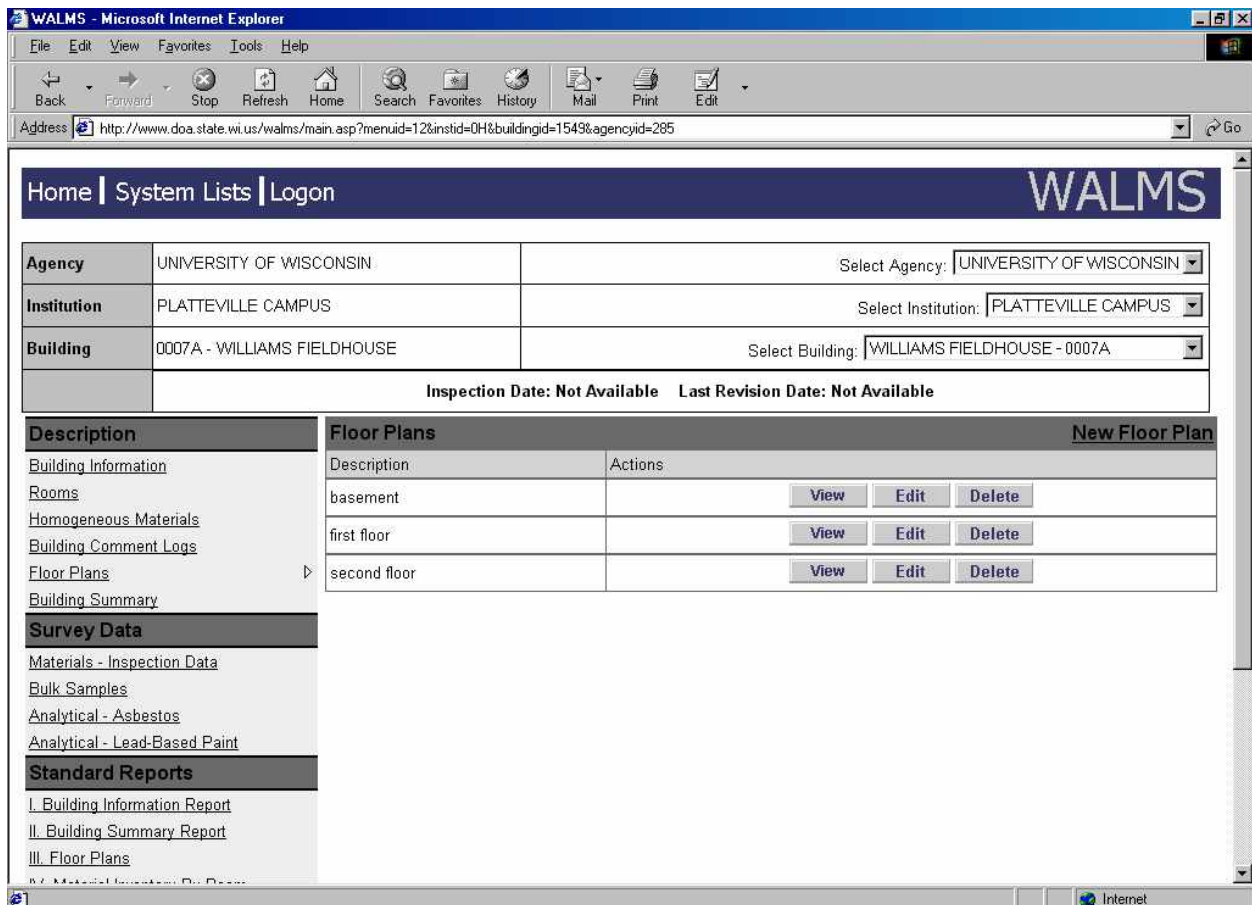
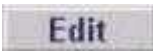
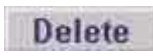



Figure 13—Floor Plans Page

From this page, you can perform the following functions:

- Edit  and Delete  floor plans
- View  an existing floor plan
- Enter a new floor plan

Entry of new floor plans is done through the **New Floor Plan** hyperlink (see above). Clicking on **New Floor Plan** will link to the following page (Figure 14):

**New Floor Plan**

Description	<input type="text"/>
Floor Plan Image	<input type="text"/> <input type="button" value="Browse..."/>
<input type="button" value="Save"/> <input type="button" value="Main Menu"/>	

Figure 14—New Floor Plans Page

Entry of floor plans is a two-stage process – **Image Scanning** and **Uploading Floor Plans into WALMS**

**Image Scanning**

Create the floor plan image using a scanner or copier with scanning capabilities and save on your hard drive. The preferred file format is .PDF, although the database will also accept .GIF or .JPEG file formats.

**Uploading Floor Plans into WALMS**

1. Enter the WALMS web site.
2. Select the Agency, Institution, and Building that the floor plan is for.
3. Click Floor Plans from the menu on the left.
4. Click New Floor Plan from the top right of the Floor Plan title bar.
5. Enter a description for this floor plan image (i.e. 01, 02, Basement, etc.).
6. Click on the browse  button next to the File Path text box.
7. Select the floor plan image file you uploaded from the directory you created.
8. Click the Save  button.

## 5.0 Entering Survey Data

While building description data are entered in the Building Description sections of the WALMS system, asbestos/lead survey and analysis data are entered in the SURVEY DATA section of WALMS. This section is accessible from the **Home Page**, as shown below in figure 15.

As shown below, there are 4 types of survey data that can be entered in WALMS:

- **Materials Inspection Data**
- **Bulk Samples**
- **Analytical—Asbestos**
- **Analytical—Lead**

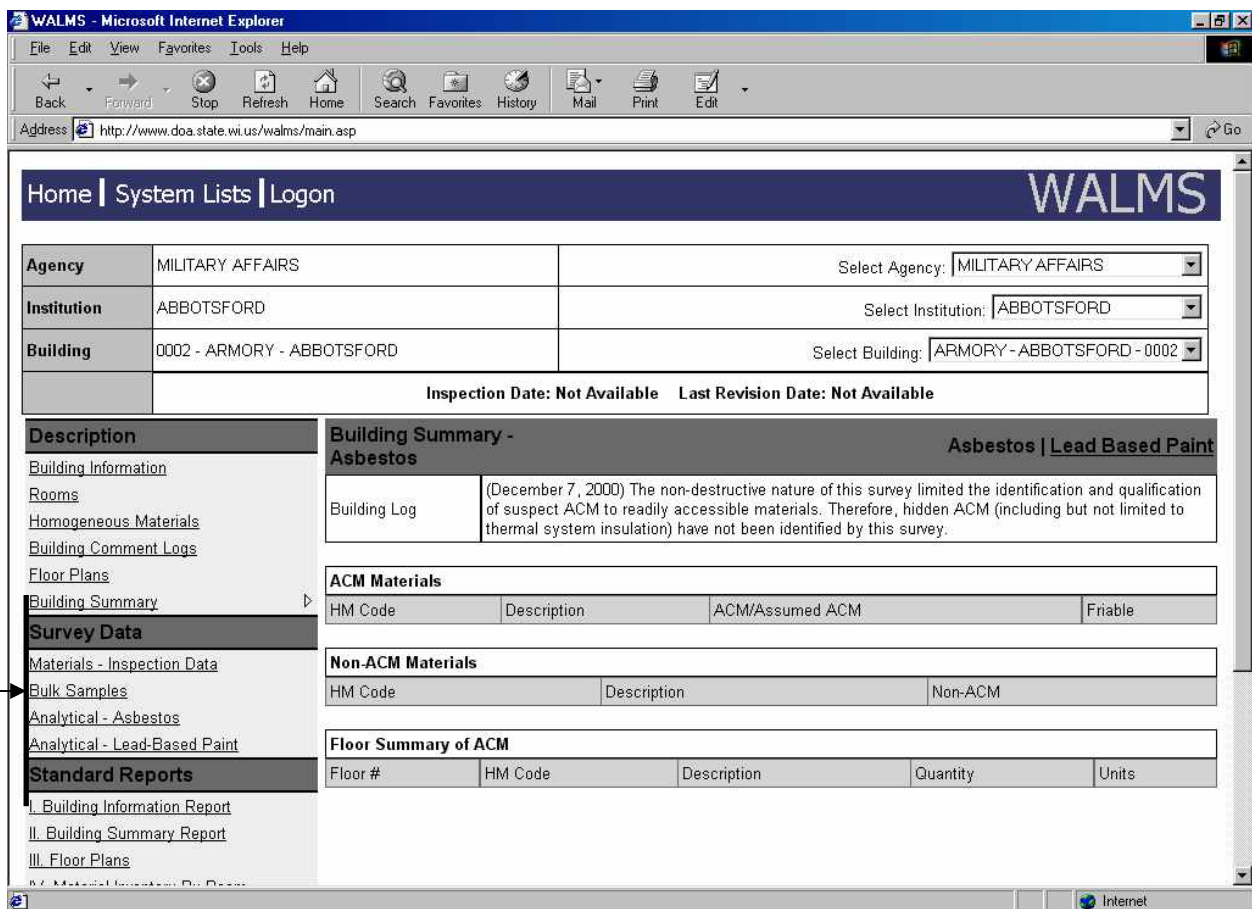


Figure 15—Survey Data Section of WALMS Home Page

## 5. 1 Entering Materials Inspection Data

Clicking on the **Materials Inspection Data** hyperlink on the WALMS Home Page links you to the following page (Figure 16):

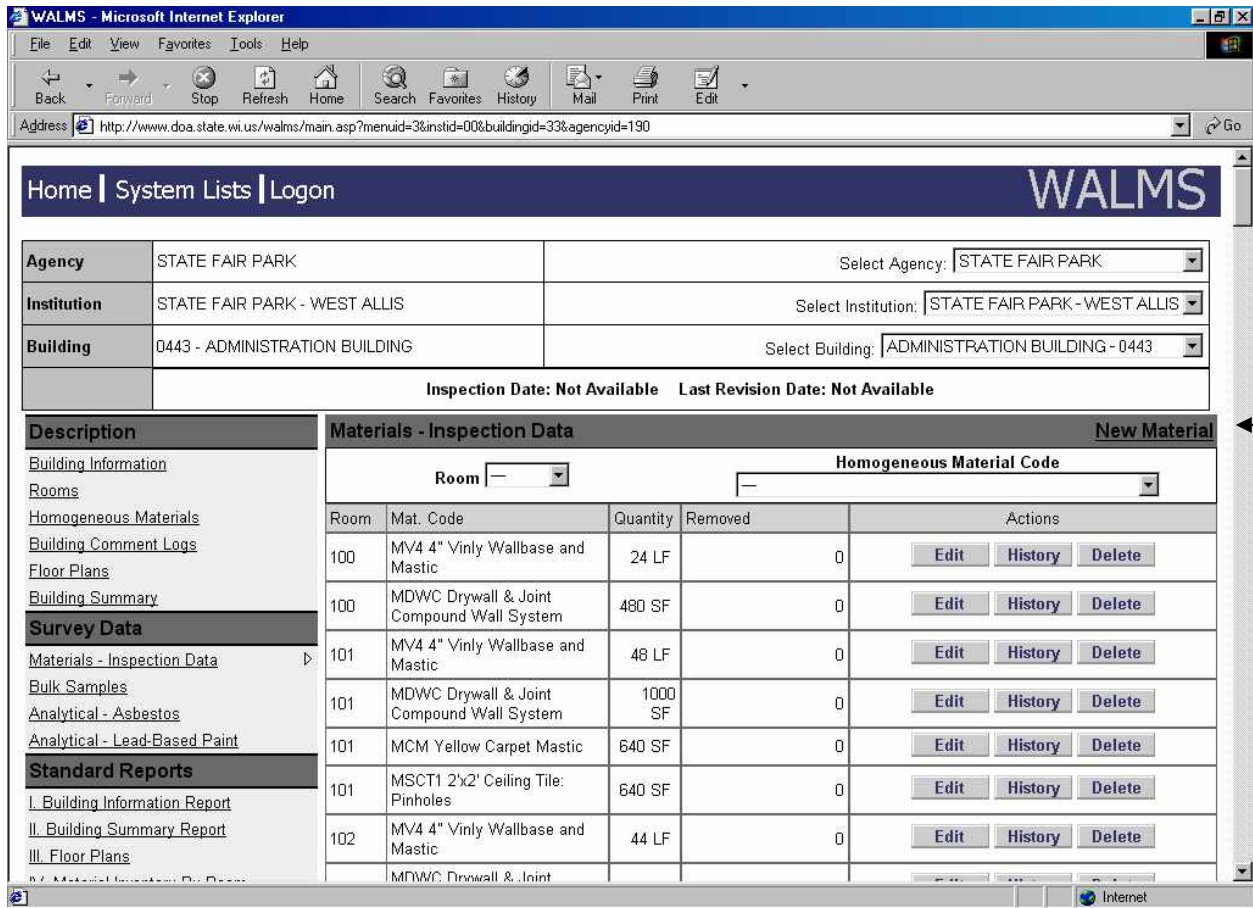


Figure 16—Materials Inspection Data Page

From this page, you can perform the following functions:

- View a list of materials by building, room, and material (see view above)
- Add new materials
- Edit **Edit** and Delete **Delete** materials
- View an abatement history **History** for that room/material

To add new material, click on the **New Material** hyperlink.

You are linked to the New Material Data Entry Page (Figure 17).

Figure 17—New Material Data Entry Page

For a given **room** and **material**, use this data entry page to input information regarding the material's **quantity**, **friability**, **condition**, as well as any **comments** you want entered.

The New Material Page contains data entry fields and three button choices: SAVE, SAVE AND ADD AGAIN, and MAIN MENU:

- Choosing **Save** saves the current entry and returns you to the Materials Inspection Page
- Choosing **Save and Add Again** saves the current entry and allows additional data entry
- Choosing **Main Menu** returns you to the previous menu.

## 5.2 Entering Bulk Samples Data

Clicking on the **Bulk Samples** hyperlink from Figure 4 links you to the following page (Figure 18):

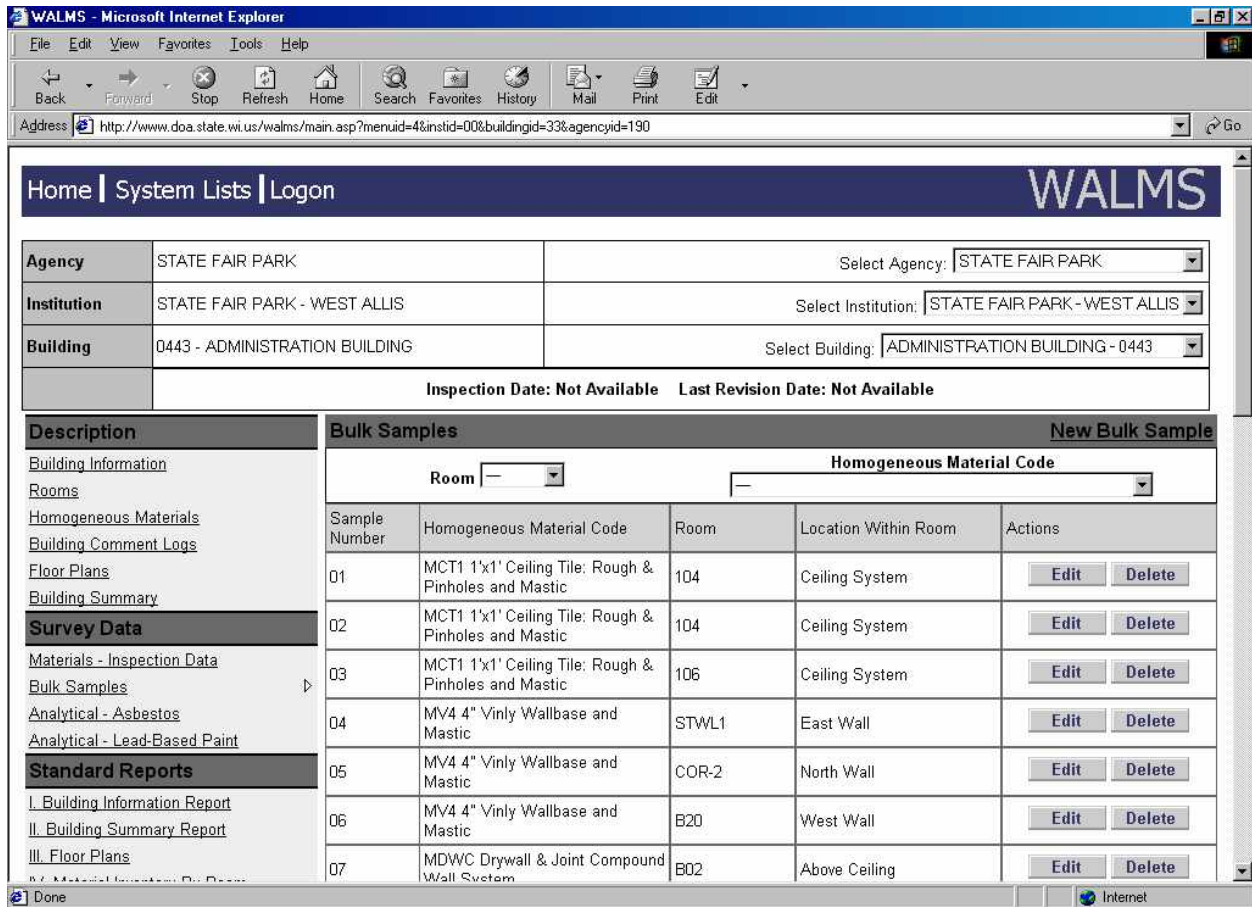


Figure 18--Bulk Samples Page

From the **Bulk Samples** page you can:

- View a list of samples for a given building, room, and homogeneous material code
- Enter a **New Bulk Sample**
- Edit **Edit** and delete **Delete** Bulk Samples

Click on **New Bulk Sample** to link to the New Bulk Sample data entry page (Figure 19).



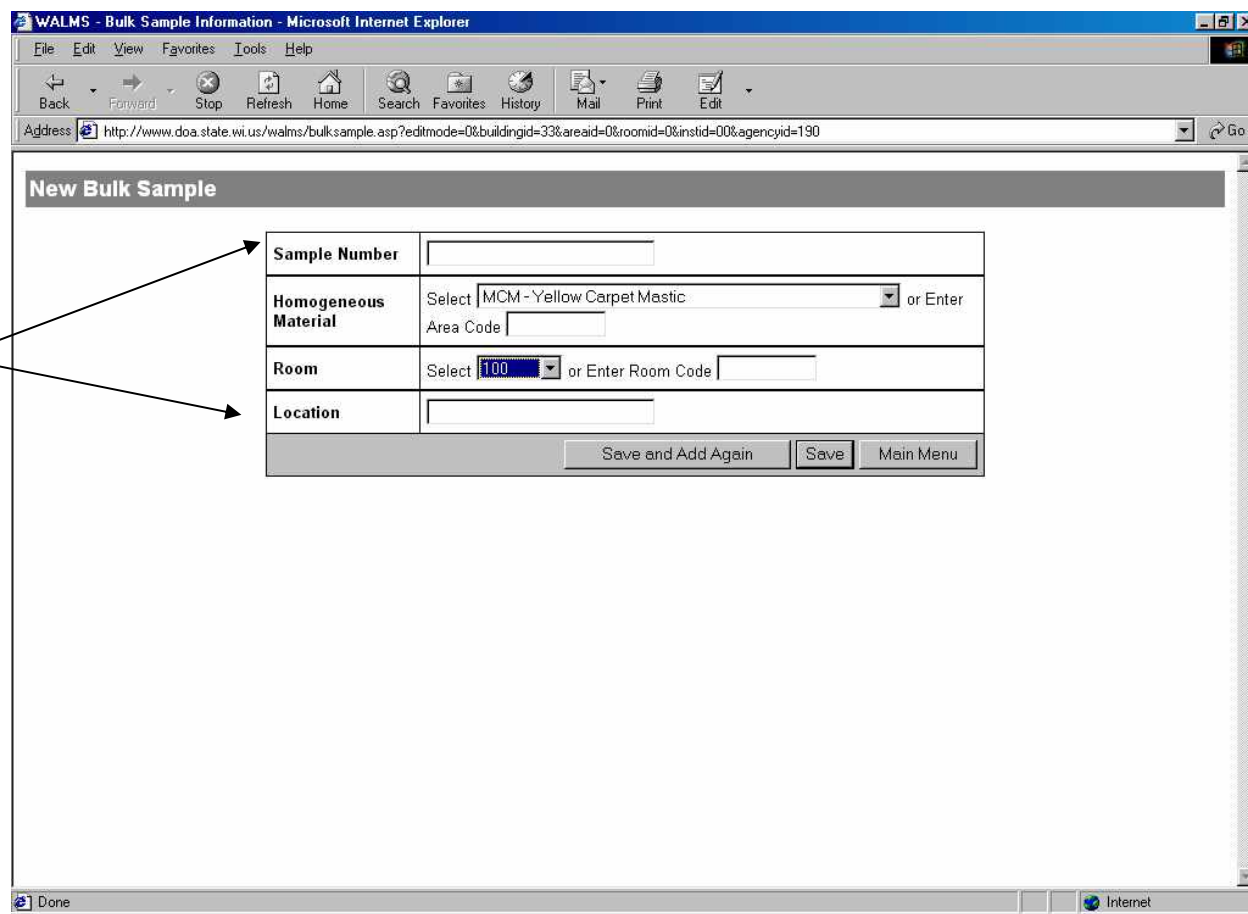


Figure 19—New Bulk Sample Page

From the New Bulk Sample page, for each bulk sample, select the room the sample was taken from, the homogeneous material sampled and then enter a new **sample number (001, 002, 003, etc)** and **location**.

- Choosing **Save** saves the current new sample and returns you to the Bulk Samples Page
- Choosing **Save and Add Again** saves the current new sample and allows entry of another bulk sample
- Choosing **Main Menu** returns you to the previous menu

Click the **Main Menu** button to return to the previous page, then click on the **Analytical-Asbestos** hyperlink (Figure 18). This links you to the following page (Figure 20):

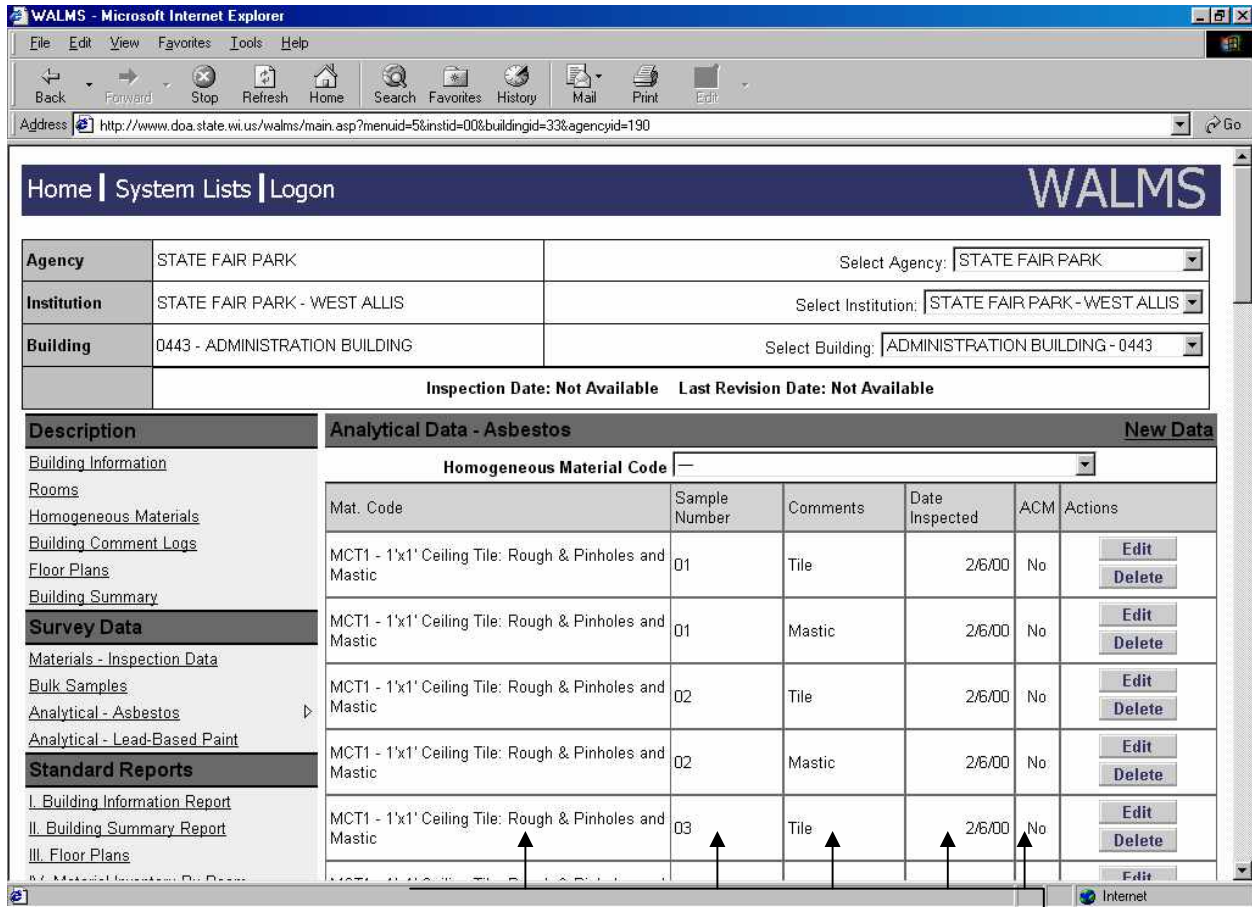


Figure 20—Analytical Asbestos Summary Table Page

From this page, you can view the following analytical data:

- Material Code
- Sample Number
- Comments (if any)
- Date Inspected
- ACM (Yes or No)

- By clicking on the **New Data** hyperlink, you can enter New Data.
- By clicking the **Edit** and **Delete** buttons, you can edit or delete this data.

For now, click on the **New Data** hyperlink. This will link you to the New Data Entry Page for Asbestos Analytical (Figure 21).



## 5.3 Entering Analytical-Asbestos Data

Homogeneous Material	Select <input type="text" value="MCM - Yellow Carpet Mastic"/> or Enter Code <input type="text"/>
Sample Number	<input type="text"/>
Laboratory	<input type="text" value="Professional Services Industries, Inc."/>
Analysis	<input checked="" type="radio"/> Primary <input type="radio"/> Sub-Analysis <input type="radio"/> Composite
Analysis Type	<input checked="" type="radio"/> PLM <input type="radio"/> Point Count
Inspected By	<input type="text" value="Budde, Andy"/>
Date Inspected	<input type="text"/>
Asbestos Results	Chry: <input type="checkbox"/> Amo: <input type="checkbox"/> Croc: <input type="checkbox"/> Anth: <input type="checkbox"/> Act/Tre: <input type="checkbox"/>
Asbestos Total	<input type="text"/>
Comments	<input type="text"/>

Figure 21—New Asbestos Analytical Data Page

From this page, you can enter the following data regarding your asbestos sample:

- Homogeneous Material
- Sample Number
- Laboratory
- Analysis Category
- Analysis Type
- Inspector
- Date Inspected
- Asbestos Results
- Asbestos Total
- Comments

Click the  button to return to the previous page, then click on the **Analytical—Lead-Based Paint** hyperlink. This links you to the following page (Figure 22):

## 5.4 Entering Analytical-Lead-Based Paint Data

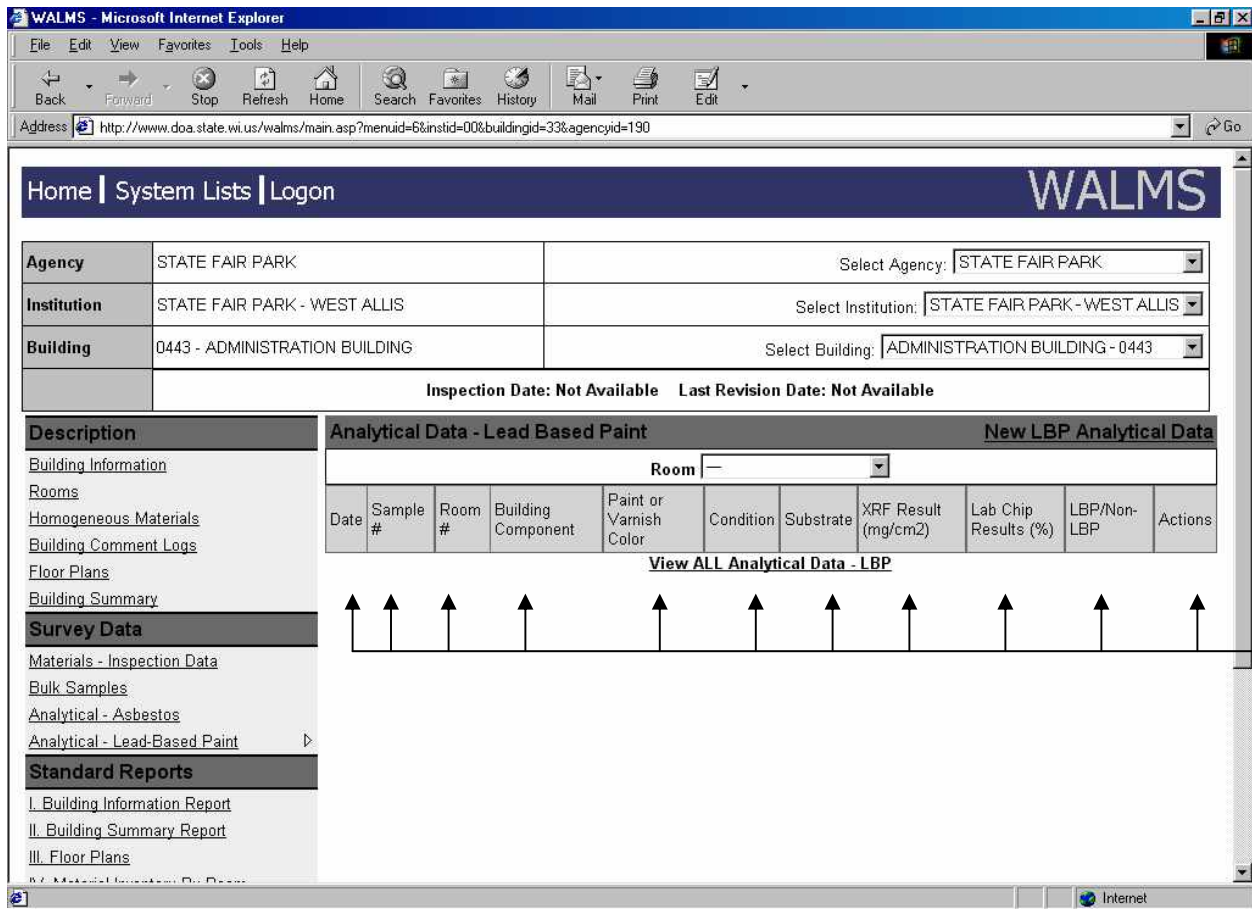

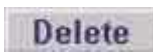


Figure 22—Analytical Data—Lead-Based Paint Page

From this page, you can:

- View a summary table of lead-based paint analysis data for both XRF and paint chip testing (**Date, Sample #, Room #, Building Component, Paint or Varnish, Condition, Substrate, XRF Result, Lab Chip Result, LBP/Non-LBP and Actions**)
- Enter new LBP Analytical Data
- Finally, by clicking the  and  buttons, you can edit or delete this data.

Click on the **New LBP Analytical Data** hyperlink to link to the **New LBP Analytical Data** Page (Figure 23).

## WALMS 1.0 USER GUIDE

The screenshot shows a web browser window titled "WALMS - Lead Based Paint Analytical Data - Microsoft Internet Explorer". The address bar shows the URL: <http://www.doa.state.wi.us/walms/lead.asp?editmode=0&buildingid=6442&areaid=0&instid=79&agencyid=465>. The main content area is titled "New Lead Based Paint Analytical Data" and contains a form with the following fields:

Sample Number	<input type="text"/>
Room	Select <input type="text"/> or Enter Room Code <input type="text"/>
Building Component	<input type="text" value="Ceilings"/>
Paint or Varnish Color	<input type="text"/>
Condition	<input type="radio"/> Good <input type="radio"/> Poor
Substrate	<input type="text" value="Brick"/>
XRF Result (mg/cm2)	<input type="text"/>
Lab Chip Result (%)	<input type="text"/>
LBP/Non-LBP	<input type="radio"/> LBP <input checked="" type="radio"/> Non-LBP
Comments	<input type="text"/>
Inspected By	<input type="text" value="Budde, Andy"/>
Date Inspected	<input type="text"/>
XRF Model	<input type="text"/>
XRF Serial	<input type="text"/>


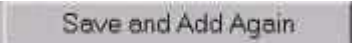
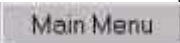
At the bottom of the form are three buttons: "Save and Add Again", "Save", and "Main Menu".

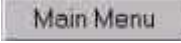
Figure 23—New Analytical Data – Lead-Based Paint Page

From the **New Lead-Based Paint Analytical Data Page**, enter the following information:

- Sample Number
- Room Number (enter or chose from a dropdown box)
- Building Component (chosen from a dropdown box)
- Paint or Varnish Color
- Condition (chosen from a dropdown box)
- XRF Result (mg/cm2) if Applicable
- Lab Chip Result (%) if Applicable
- Select LBP/Non-LBP
- Comments
- Inspected By (chosen from a dropdown box)
- Date Inspected
- XRF Model
- XRF Serial #

Buttons:

- Choosing  saves the current data and returns you to the Analytical Data Page
- Choosing  saves the current new sample and allows entry of additional analytical data
- Choosing  returns you to the previous menu

For now, click the  button to return to the previous page, then click on the **Home** hyperlink. This will bring back the **Home Page** (Figure 24):

## 6.0 CREATING REPORTS

The screenshot shows the WALMS Home Page in a Microsoft Internet Explorer browser. The page title is 'WALMS - Microsoft Internet Explorer'. The address bar shows the URL: http://walms.doa.state.wi.us/main.asp?menuid=76&nsid=57&agencyid=65. The page has a navigation bar with 'Home | System Lists | Logon' and the WALMS logo. Below the navigation bar is a 'Building Inspection Status List' section with a table containing columns for Agency, Institution, Building, and Inspection Date. The selected building is '9007 - ARMORY - BARABOO'. The main content area is titled 'Building Summary - Asbestos' and contains a 'Building Log First Comment' section with a date of February 27, 2001. Below this are two tables: 'ACM Materials' and 'Non-ACM Materials'. The 'ACM Materials' table has columns for HM Code, Description, and ACM/Assumed ACM. The 'Non-ACM Materials' table has columns for HM Code, Description, and Non-ACM. A callout box with a white background and black border points to the 'Standard Reports' and 'Additional Reports' sections in the left navigation menu. The callout box contains the text: 'Click on the Report Hyperlinks to link to any of these Report Queries.'

Figure 24—Reports Section of the WALMS Home Page

From the WALMS Home Page, the following reports and queries can be linked to:

- **Building Information Report**
- **Building Summary Report**
- **Floor Plans**
- **Material Inventory By Room**
- **Bulk Sample Data - Asbestos**
- **Lead Paint Testing Inventory**
- **Rooms with No Suspect Materials**
- **Rooms Not Accessed**
- **Material Query**
- **Abatement Cost Estimate**

All of the above reports can be printed as follows:

- View report to be printed using the procedures detailed in sections 6.1 to 6.11
- From the Tools drop down menu of your browser, select Internet Options
- Select the File tab and scroll down to Printing
- The report can be printed directly from the web site, converted to Excel (click on the button “export to Excel” in upper right), or converted to an Acrobat file if you have Acrobat WRITER. Floor plan images may need to be saved off of the web site and opened with a different program (Acrobat, Word, etc).

## 6.1 Building Information Report

Clicking on the **Building Information Report** hyperlink from the Home Page links you to the following report (Figure 25):

**IMPORTANT NOTE: If you are printing this report as the FINAL document, be sure to click “DATA ENTRY COMPLETE “ button. See section 4.1 Entering Building Description Information.**

Building Information		<a href="#">Edit Building Info</a>	
DFD Project Number	99 L 5 Z	Initial Building Number	9007
Addition Number	None		
Building Address			
999 S Boulevard			
City	Baraboo	County	
State	WI	Zip Code	53913
Present Use	Armory	Past Use	N/A
Contact Name	SFC Dean Muller	Contact Phone	608-356-5550
Inspectors Name			
Bennett Kroma			
Company Name	PSI, Inc	Phone	262-970-9022
Address	W228 N727 Westmound Dr- Suite A	City	Waukesha
State	WI		
Zip Code	53186	Inspection Date	2/7/01
Approx. Construction Date			
1963			
Number of Floors			
1			
Gross Sq. Feet			
17,518			
Net Sq. Feet			
17,518			
Exterior Finish			
Roof Type			
Comments			

Figure 25—Building Information Report Page

Click the browser's  Button to return to the Home Page.

## 6.2 Building Summary Report

Clicking on the **Building Summary Report** hyperlink links you to the following report (Figure 26):

This is the default setting in WALMS.

Building Summary				
Agency	STATE FAIR PARK			
Institution	STATE FAIR PARK - WEST ALLIS			
Building	PUBLIC SAFETY			
Inspection Date: Not Available Last Revision Date: Not Available				
Building Summary - Asbestos			Asbestos   Lead Based Paint	
Building Log			No building comments entered.	
ACM Materials				
HM Code	Description	Friable	ACM/Assumed ACM	
Non-ACM Materials				
HM Code	Description	Non-ACM		
MF12Y	12"x12" Grey Floor Tile and Associated Mastic	Non-ACM		
MFLN	Brown Vinyl Sheet Flooring	Non-ACM		
MV4	4" Vinyl Wallbase and Associated Mastic	Non-ACM		
SP1	Plaster	Non-ACM		
Floor Summary of ACM				
Floor #	HM Code	Description	Quantity	Units

Callouts in the image:

- ACM Material Summary: Points to the 'ACM Materials' table.
- Non-ACM Material Summary: Points to the 'Non-ACM Materials' table.
- Floor Summary: Points to the 'Floor Summary of ACM' table.

Figure 26—Asbestos Building Summary Report Page

## 6.3 Floor Plans

Clicking on the **Floor Plans** hyperlink from the Home Page links you to the following query (Figure 28):

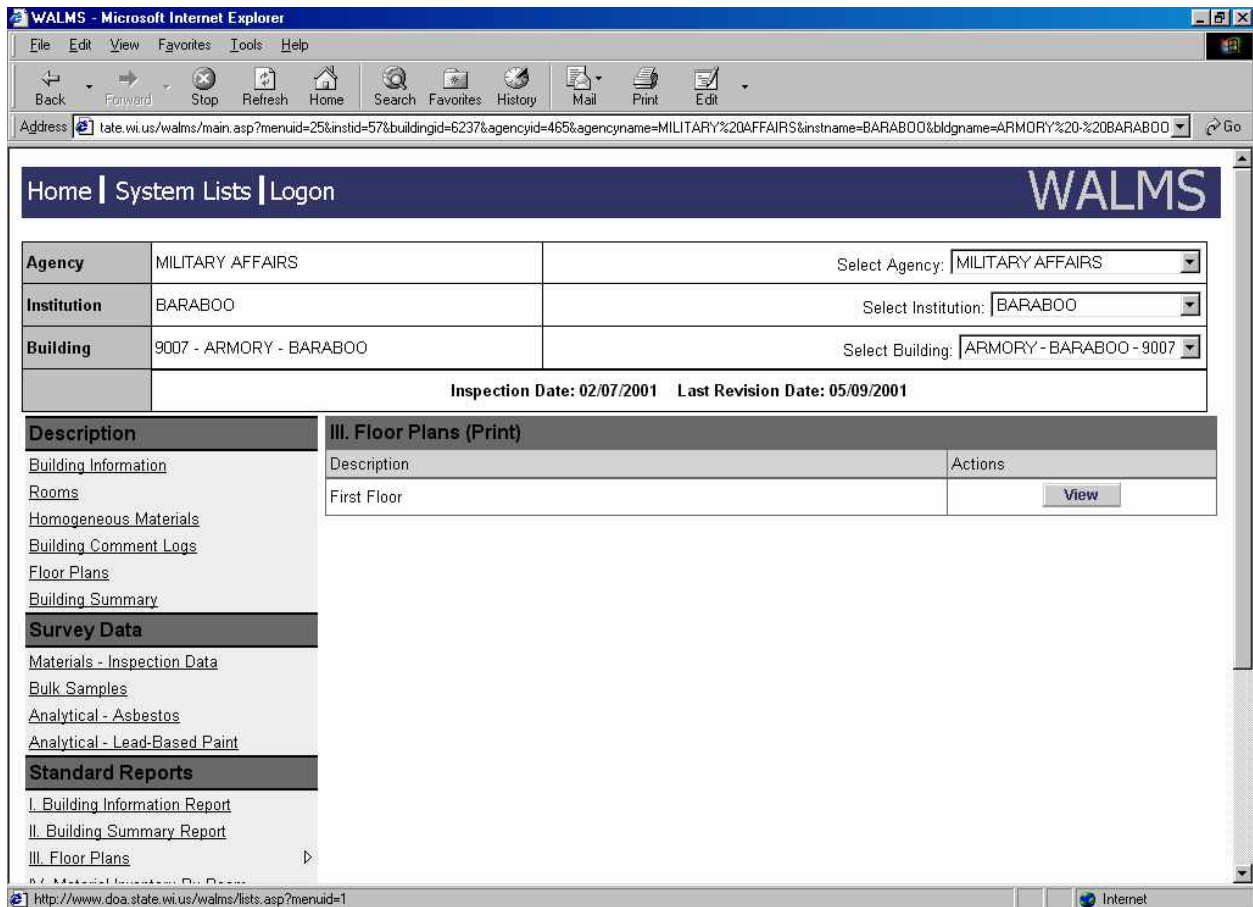



Figure 28—Floor Plans (Print) Page

From this page click the  button of the Floor Plan to be printed

Click the browser's  Button to return to the Home Page.

To print the image, you may need to expand the original file and save the file off of the WALMS web-site and open with another program (Acrobat, Word, etc).



## 6.4 Material Inventory By Room Report

Clicking on the **Material Inventory By Room** report hyperlink from the Home Page links you to the following report query (Figure 29):

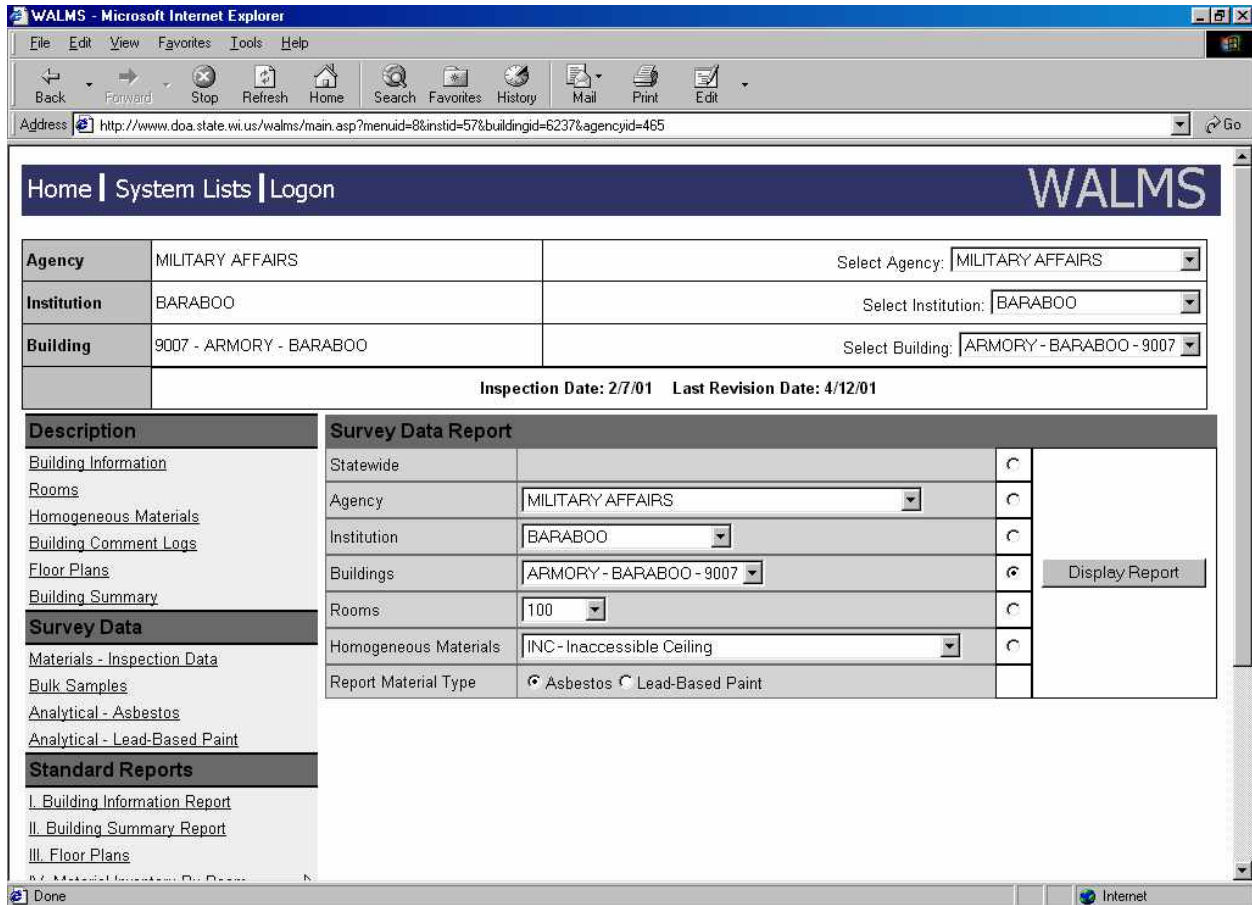


Figure 29—Survey Data (Query Page)

Select the data you want to query from the dropdown box items, then click on the **Display Report** button. The following report will be displayed (Figure 30):

# WALMS 1.0 USER GUIDE

**Material Inventory By Room - Asbestos** Home


**A: MILITARY AFFAIRS - I: BARABOO - B: 9007 - ARMORY - BARABOO**  
**Inspection Date: 2/7/01 Last Revision Date: 4/12/01**

Room	Material Desc.	Material Code	Quantity	ACM (ACM/Non-ACM/Assumed ACM)	Friable (Y/N)	Material Condition	Comments
100	5"-10" O.D. Fittings on Fiberglass Pipe Insulation	TF10F	8 EA	ACM	Yes	Good	
101	Inaccessible Ceiling	INC	0		No	Good	
	12"x12" White Ceiling Tiles w/Fissures	MCT1	200 SF	Non-ACM	Yes	Good	
	12"x12" White Floor Tile and Mastic	MF12W	200 SF	Non-ACM	No	Good	
	4" Vinyl Wallbase and Mastic	MV4	60 LF	Non-ACM	No	Good	
	1"-5" O.D. Fittings on Fiberglass Pipe Insulation	TF5F	1 EA	ACM	Yes	Good	
102	Inaccessible Ceiling	INC	0		No	Good	
	12"x12" White Ceiling Tiles w/Fissures	MCT1	200 SF	Non-ACM	Yes	Good	
	12"x12" White and Black Floor Tile and Mastic	MF12KW	200 SF	Non-ACM	No	Good	
	4" Vinyl Wallbase and Mastic	MV4	60 LF	Non-ACM	No	Good	
	1"-5" O.D. Fittings on Fiberglass Pipe Insulation	TF5F	2 EA	ACM	Yes	Good	

**A: MILITARY AFFAIRS - I: BARABOO - B: 9007 - ARMORY - BARABOO**  
**Inspection Date: 2/7/01 Last Revision Date: 4/12/01**

Room	Material Desc.	Material Code	Quantity	ACM (ACM/Non-ACM/Assumed ACM)	Friable (Y/N)	Material Condition	Comments
103	Inaccessible Ceiling	INC	0		No	Good	
	12"x12" White Ceiling Tiles w/Fissures	MCT1	200 SF	Non-ACM	Yes	Good	
	12"x12" White and Black Floor Tile and Mastic	MF12KW	200 SF	Non-ACM	No	Good	
	4" Vinyl Wallbase and Mastic	MV4	60 LF	Non-ACM	No	Good	
104	Inaccessible Ceiling	INC	0		No	Good	
	12"x12" White Ceiling Tiles w/Fissures	MCT1	200 SF	Non-ACM	Yes	Good	

Figure 30—Material Inventory By Room Report Page

Click the  Button to return to the Home Page.

## 6.5 Bulk Sample Data-Asbestos Report

Clicking on the **Bulk Sample Data-Asbestos** report hyperlink from the Home Page links you to the following report (Figure 31):

**Bulk Sample Data - Asbestos** Export to Excel Home

**A: STATE FAIR PARK - I: STATE FAIR PARK - WEST ALLIS - B: 0443 - ADMINISTRATION BUILDING**  
 Inspection Date: Not Available Data Entry Complete: Not Available Last Revision Date: Not Available

Sample #	Room	Location in Room	Material Code	Material Desc.	Comments	Lab Result
D1	104	Ceiling System	MCT1	1'x1' Ceiling Tile: Rough & Pinholes and Mastic	Mastic	Non-ACM
D1	104	Ceiling System	MCT1	1'x1' Ceiling Tile: Rough & Pinholes and Mastic	Tile	Non-ACM
D2	104	Ceiling System	MCT1	1'x1' Ceiling Tile: Rough & Pinholes and Mastic	Mastic	Non-ACM
D2	104	Ceiling System	MCT1	1'x1' Ceiling Tile: Rough & Pinholes and Mastic	Tile	Non-ACM
D3	106	Ceiling System	MCT1	1'x1' Ceiling Tile: Rough & Pinholes and Mastic	Mastic	Non-ACM
D3	106	Ceiling System	MCT1	1'x1' Ceiling Tile: Rough & Pinholes and Mastic	Tile	Non-ACM
D4	STWL1	East Wall	MV4	4" Vinyl Wallbase and Mastic	Mastic	Non-ACM
D4	STWL1	East Wall	MV4	4" Vinyl Wallbase and Mastic	Wallbase	Non-ACM
D5	COR-2	North Wall	MV4	4" Vinyl Wallbase and Mastic	Mastic	Non-ACM
D5	COR-2	North Wall	MV4	4" Vinyl Wallbase and Mastic	Wallbase	Non-ACM
D6	B20	West Wall	MV4	4" Vinyl Wallbase and Mastic	Mastic	Non-ACM

**A: STATE FAIR PARK - I: STATE FAIR PARK - WEST ALLIS - B: 0443 - ADMINISTRATION BUILDING**  
 Inspection Date: Not Available Data Entry Complete: Not Available Last Revision Date: Not Available

Sample #	Room	Location in Room	Material Code	Material Desc.	Comments	Lab Result
D6	B20	West Wall	MV4	4" Vinyl Wallbase and Mastic	Wallbase	Non-ACM
D7	B02	Above Ceiling	MDWC	Drywall & Joint Compound Wall System	Drywall	Non-ACM
D7	B02	Above Ceiling	MDWC	Drywall & Joint Compound Wall System	Joint Compound	Non-ACM
D9	B06	North Wall	MDWC	Drywall & Joint Compound Wall System	Drywall	Non-ACM
D9	B06	North Wall	MDWC	Drywall & Joint Compound Wall System	Joint Compound	Non-ACM
10	104	Northeast Corner	MCM	Yellow Carpet Mastic		Non-ACM
11	B19	Northwest Corner	MCM	Yellow Carpet Mastic		Non-ACM
12	B01	Northeast Corner	MCM	Yellow Carpet Mastic		Non-ACM
13	103	Ceiling System	MSCT1	2'x2' Ceiling Tile: Pinholes		Non-ACM
14	102	Ceiling System	MSCT1	2'x2' Ceiling Tile: Pinholes		Non-ACM
15	COR-1	Ceiling System	MSCT1	2'x2' Ceiling Tile: Pinholes		Non-ACM

**A: STATE FAIR PARK - I: STATE FAIR PARK - WEST ALLIS - B: 0443 - ADMINISTRATION BUILDING**  
 Inspection Date: Not Available Data Entry Complete: Not Available Last Revision Date: Not Available

Sample #	Room	Location in Room	Material Code	Material Desc.	Comments	Lab Result
16	109	Floor	MFG	Ceramic Tile Floor Grout		Non-ACM
17	B03	Floor	MFG	Ceramic Tile Floor Grout		Non-ACM
18	B09	Floor	MFG	Ceramic Tile Floor Grout		Non-ACM
19	109	South Wall	MCTM	Ceramic Tile Mastic		Non-ACM

Figure 31—Bulk Sample Data-Asbestos Report


Click the **Home** Button to return to the Home Page.

## 6.6 Lead-Based Paint Testing Inventory Report

Clicking on the **Lead-Based Paint Testing Inventory** report hyperlink from the Home Page links you to the following report (Figure 32):

Lead Based Testing Inventory - WILLIAMS CENTER									
A: UNIVERSITY OF WISCONSIN - I: WHITEWATER CAMPUS - B: 0014 - WILLIAMS CENTER									
Inspection Date: 9/20/2000 Data Entry Complete: 12/20/2002 Last Revision Date: 2/25/2003									
Sample Number	Room	Bldg. Component	Color	Condition	Substrate	XRF Result (mg/cm2)	Lab Chip Results (%)	LBP/Non-LBP	Comments
04	H140 -	Walls	white	Good	Concrete Block	0.1	NA	Non-LBP	
05	H140 -	Walls	PURPLE	Good	Concrete Block	0.0	NA	Non-LBP	
06	162A -	Walls	OLIVE	Good	Concrete Block	0.3	NA	Non-LBP	
07	201 -	Floors	LIGHT VARNISH	Good	Wood	0.0	NA	Non-LBP	
8	162A -	Floors	GRAY	Good	Concrete	0.0	NA	Non-LBP	
9	201 -	Floors	PURPLE	Good	Wood	0.0	NA	Non-LBP	
10	STWLC -	Ceilings	WHITE	Good	Plaster	0.1	NA	Non-LBP	
11	STWLB -	Ceilings	WHITE	Good	Plaster	0.2	NA	Non-LBP	
12	159A -	Ceilings	WHITE	Good	Plaster	0.2	NA	Non-LBP	
16	H140 -	Door	TAN	Good	Metal	0.1	NA	Non-LBP	
17	STWLA -	Door	GRAY	Good	Metal	0.0	NA	Non-LBP	
A: UNIVERSITY OF WISCONSIN - I: WHITEWATER CAMPUS - B: 0014 - WILLIAMS CENTER									
Inspection Date: 9/20/2000 Data Entry Complete: 12/20/2002 Last Revision Date: 2/25/2003									
Sample Number	Room	Bldg. Component	Color	Condition	Substrate	XRF Result (mg/cm2)	Lab Chip Results (%)	LBP/Non-LBP	Comments
18	104 -	Door	LIGHT VARNISH	Good	Wood	0.0	NA	Non-LBP	
EMC-04	EXTERIOR -	Railing	TAN	Good	Metal	2	N/A	Non-LBP	
EMC-05	EXTERIOR -	Railing	TAN	Good	Metal	1.1	N/A	Non-LBP	
EMC-06	EXTERIOR -	Exterior	YELLOW	Good	Concrete	2	N/A	Non-LBP	CEMENT CAR BLOCK
EMC-07	EXTERIOR -	Exterior	YELLOW	Good	Concrete	0.0	N/A	Non-LBP	CEMENT CAR BLOCK

Figure 32—Bulk Sample Data-Lead-Based Paint

Click the  Button to return to the Home Page.

## 6.7 Rooms With No Suspect Materials Report

Clicking on the **Rooms With No Suspect Materials** report hyperlink from the Home Page links you to the following report query (Figure 33):

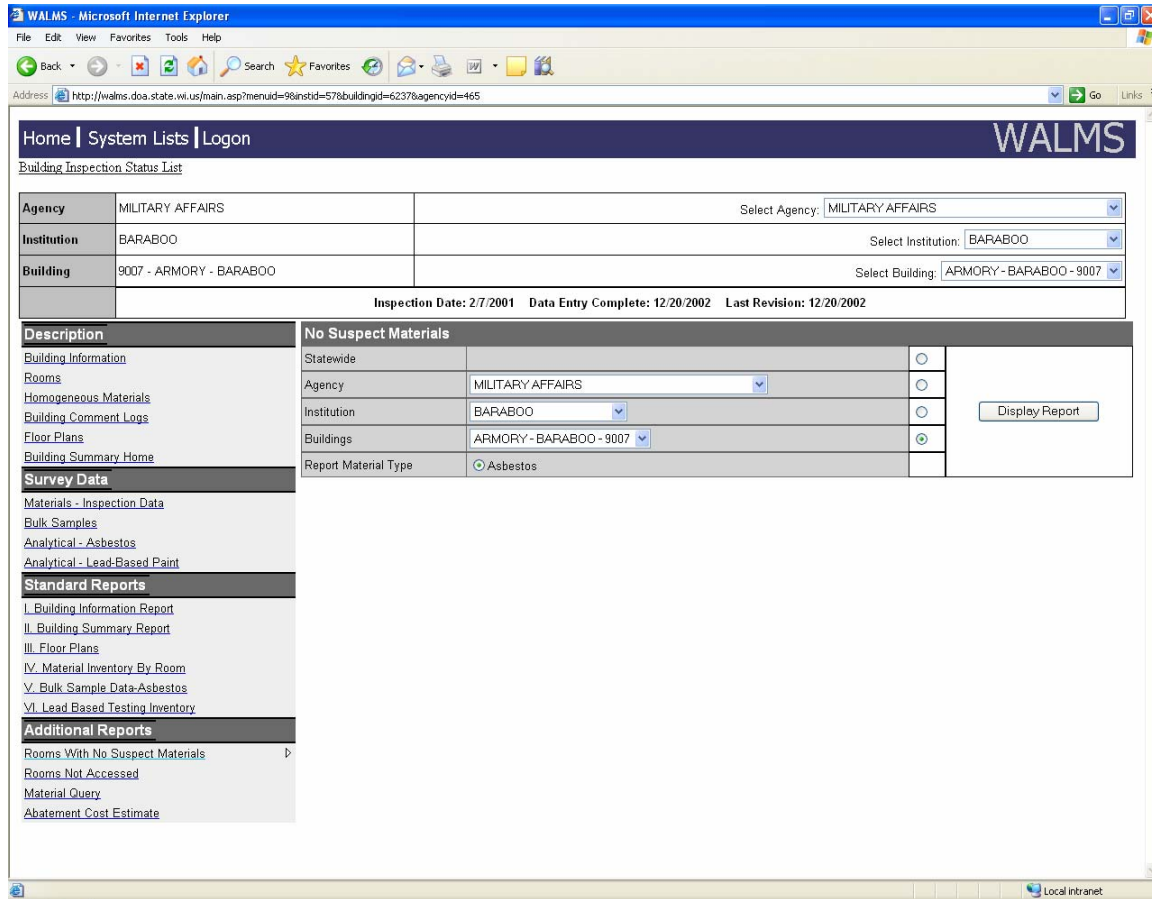


Figure 33—Rooms With No Suspect Materials Query

To display a report listing no suspect materials, select the desired building from the dropdown box, then click the **Display Report** button. The report below appears (Figure 34):

Rooms With No Suspect Materials - Asbestos		
MILITARY AFFAIRS		
BARABOO		
9007 - ARMORY - BARABOO		
Room Number	Room Description	Floor
107		1
114A		1
VEST2		1
VEST3		1

Figure 34—Rooms With No Suspect Materials Report

Click the **Home** Button to return to the Home Page.

## 6.8 Rooms Not Accessed Report

Clicking the **Rooms Not Accessed** hyperlink from the Home Page generates the following query page (Figure 35):

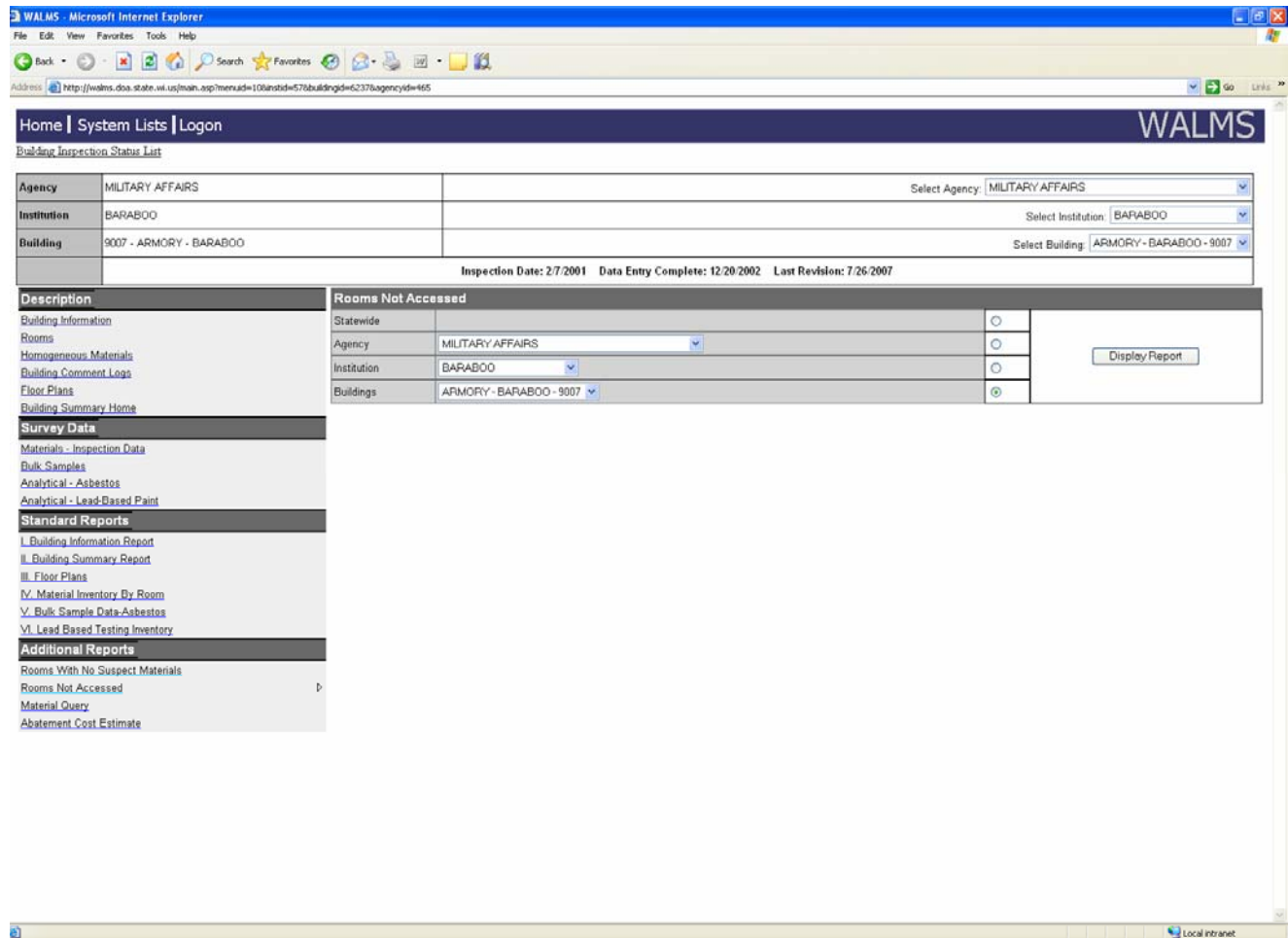


Figure 35—Rooms Not Accessed Query

To display a report listing inaccessible rooms, select the desired building from the dropdown box, then click the **Display Report** button. The report below appears (Figure 36):

Rooms Not Accessed			Export to Excel	Home
Room Number	Room Description	Floor		
MILITARY AFFAIRS				
BARABOO				
9007 - ARMORY - BARABOO				
100a	Secure Storage	1		

Figure 36—Rooms Not Accessed Report

Click the **Home** Button to return to the Home Page.

## 6.9 Material Query Report

Clicking the **Material Query** hyperlink from the Home Page generates the following query (Figure 37):

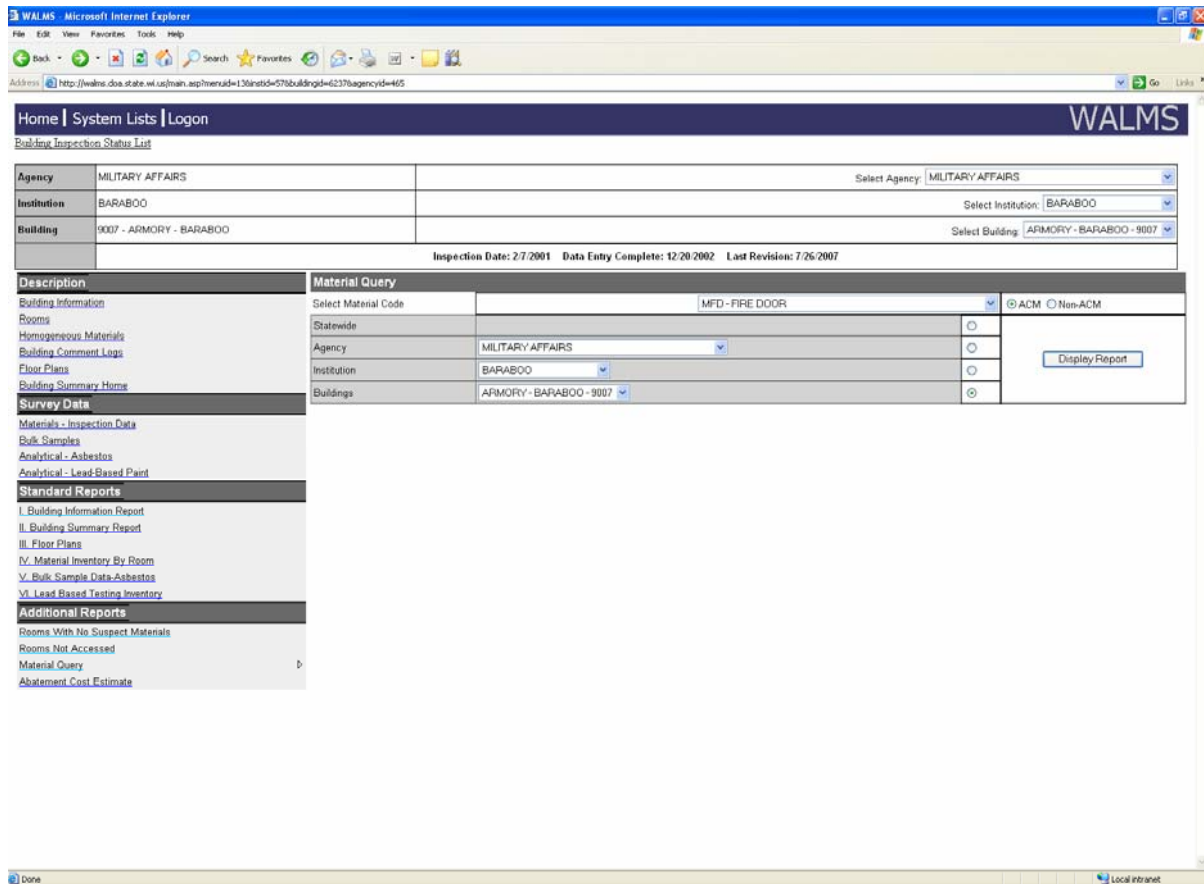


Figure 37—Material Query

To display a report listing the Material Search Report, select the desired building and material code from the dropdown box, then click the **Display Report** button. The report below appears (Figure 38):

WALMS - Material Search						Home
Room	HM	ACM	Material Location	Quantity	Material Comments	
<b>MILITARY AFFAIRS</b>						
<b>BARABOO</b>						
<b>9007 - ARMORY - BARABOO</b>						
106 -	MFD - Fire Door	Assumed ACM		1 EA		
108 -	MFD - Fire Door	Assumed ACM		1 EA		
<b>9007 - ARMORY - BARABOO TOTAL</b>						<b>2 EA</b>
<b>BARABOO TOTAL</b>						<b>2 EA</b>
<b>MILITARY AFFAIRS TOTAL</b>						<b>2 EA</b>

Figure 38—Material Query Report

Click the **Home** Button to return to the Home Page.



## 6.10 Abatement Cost Estimate Report

Clicking the **Abatement Cost Estimate** report hyperlink from the Home Page generates the following query (Figure 41):

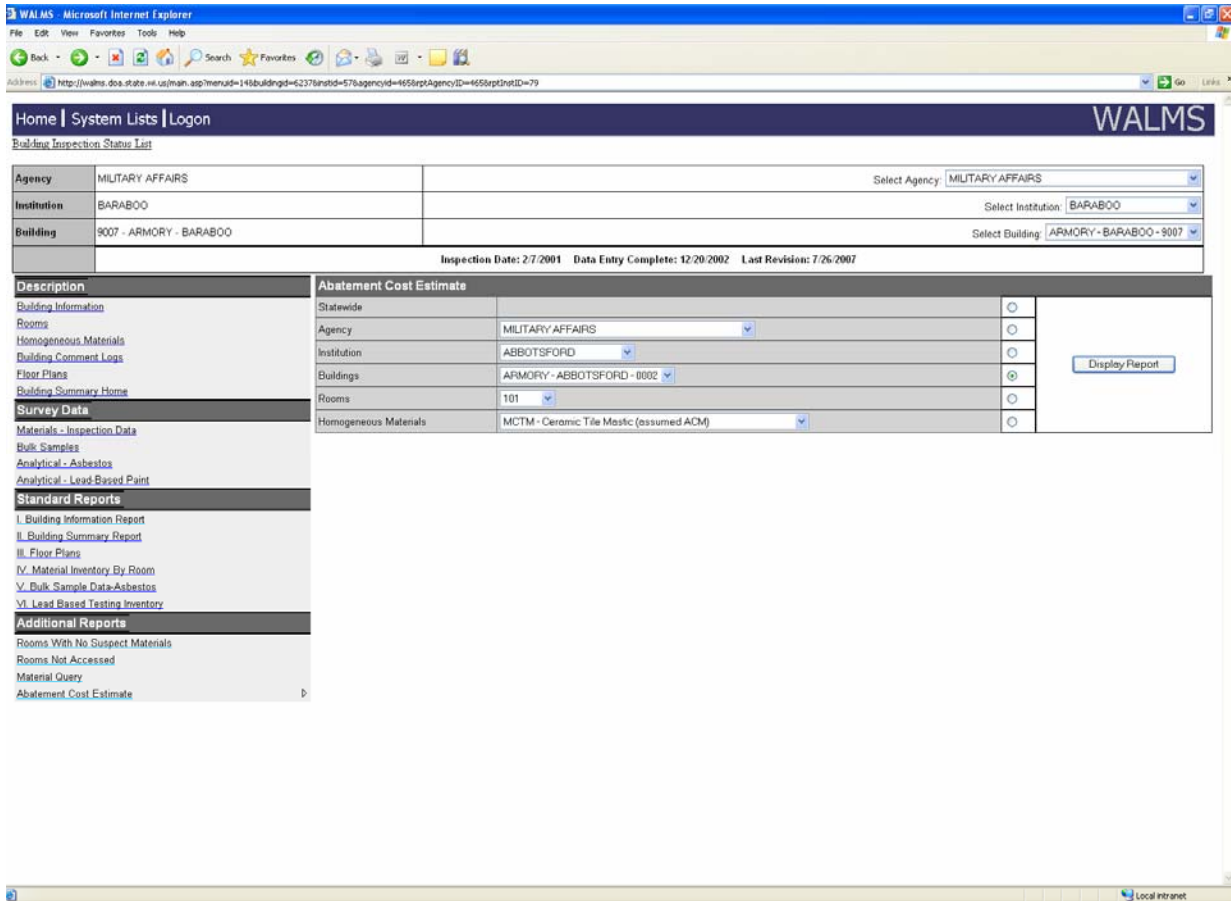


Figure 41—Abatement Cost Estimate Query

To display a report listing the Abatement Cost Estimate, select the desired building, room, and material from the dropdown box, then click the **Display Report** button. The report below appears (Figure 42):

Room	Material	Total Quantity	Replacement Cost Each	Removal Cost Each	Replacement Cost	Removal Cost
<b>AGENCY: MILITARY AFFAIRS</b>						
<b>INSTITUTION: ABBOTSFORD</b>						
111	NISM - No Suspect Materials	0	0	0	0	0
112	NISM - No Suspect Materials	0	0	0	0	0
113	NISM - No Suspect Materials	0	0	0	0	0
114	NISM - No Suspect Materials	0	0	0	0	0
115	NISM - No Suspect Materials	0	0	0	0	0
116	NISM - No Suspect Materials	0	0	0	0	0
118	NISM - No Suspect Materials	0	0	0	0	0
119	NISM - No Suspect Materials	0	0	0	0	0
120	MCTM - Ceramic Tile Mastic (assumed ACM)	800 SF	2	0	600	0
120	MPG - Ceramic Tile Floor Grout (assumed ACM)	400 SF	0	0	0	0
121	MCTM - Ceramic Tile Mastic (assumed ACM)	300 SF	2	2	720	720
121	MPG - Ceramic Tile Floor Grout (assumed ACM)	300 SF	0	0	0	0
122	MCTM - Ceramic Tile Mastic (assumed ACM)	240 SF	2	2	480	480
122	MPG - Ceramic Tile Floor Grout (assumed ACM)	240 SF	0	0	0	0
124	NISM - No Suspect Materials	0	0	0	0	0
125	MCTM - Ceramic Tile Mastic (assumed ACM)	60 SF	2	2	120	120
125	MPG - Ceramic Tile Floor Grout (assumed ACM)	60 SF	0	0	0	0
126	MCTM - Ceramic Tile Mastic (assumed ACM)	120 SF	2	2	240	240
126	MPG - Ceramic Tile Floor Grout (assumed ACM)	120 SF	0	0	0	0
127	MCTM - Ceramic Tile Mastic (assumed ACM)	200 SF	2	2	400	400
127	MPG - Ceramic Tile Floor Grout (assumed ACM)	200 SF	0	0	0	0
128	MCTM - Ceramic Tile Mastic (assumed ACM)	144 SF	2	2	288	288
128	MPG - Ceramic Tile Floor Grout (assumed ACM)	144 SF	0	0	0	0
129	NISM - No Suspect Materials	0	0	0	0	0
130	MCTM - Ceramic Tile Mastic (assumed ACM)	60 SF	2	2	60	60
130	MPG - Ceramic Tile Floor Grout (assumed ACM)	60 SF	0	0	0	0
131	NISM - No Suspect Materials	0	0	0	0	0
131	NISM - No Suspect Materials	0	0	0	0	0
132	NISM - No Suspect Materials	0	0	0	0	0
132	NISM - No Suspect Materials	0	0	0	0	0
<b>ABBOTSFORD TOTALS</b>						
					3108	3108
<b>MILITARY AFFAIRS TOTALS</b>						
					3108	3108

Figure 42—Abatement Cost Report

Click the **Home** Button to return to the Home Page.



## 7.0 Exiting WALMS

To exit the WALMS system, it is only necessary to exit out of the web browser as you normally would. You can even go directly to another website, if you wish. **No logout is required.**

# APPENDIX A: WALMS System Lists

---

- A.1 Homogeneous Material Codes
- A.2 Laboratories List
- A.3 LBP Substrates
- A.4 Personnel
- A.5 Building Components
- A.6 Reports

## A.1 Homogeneous Material Codes

The **Homogeneous Material Codes** (Figure 43 below) **can only be changed by a WALMS administrator with ADMIN abilities.** Please contact the system administrator at DSF to approve and add new Homogenous Material Codes.

The screenshot shows a web browser window titled "WALMS - System Lists - Microsoft Internet Explorer". The address bar shows "http://www.doa.state.wi.us/walms/lists.asp?menuid=1". The page content includes a navigation bar with "Home | System Lists | Logon" and the "WALMS" logo. Below this is a "System Lists" section with a table of "Homogeneous Material Codes".

Lists	Homogeneous Material Codes					New Homogeneous Material Code	
	Code	Description	Units	Replacement	Removal	Actions	
Homogeneous Material Codes	CONST	UNDER CONSTRUCTION-NO SURVEY DONE	SF	0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
Laboratories	INA	INACCESSIBLE AREA/ROOM		0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
LBP Substrates	INC	INACCESSIBLE CEILING		0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
Personnel	INO	OTHER		0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
Building Components	INP	INACCESSIBLE PIPECHASE		0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
<b>Setup</b>	MAF	BUILT UP ACCOUSTICAL FLOORING		0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
Reports	MAP	ACCOUSTICAL PANEL	SF	0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
	MBI	BLOWN IN INSULATION	SF	0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
	MBL	Blanket		0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
	MCB	Chalkboards		0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
	MCM	CARPET MASTIC	SF	0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
	MCT	CEILING TILE	SF	0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
	MCTM	CERAMIC TILE MASTIC	SF	0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
	MDJC	DUCT JOINT CLOTH	SF	0	0	<a href="#">Edit</a>	<a href="#">Delete</a>
	MDP	EXTERIOR DUCT INSULATION PATCH	SF	0	0	<a href="#">Edit</a>	<a href="#">Delete</a>

Figure 43—System List: Homogeneous Material Codes

1

## A.2 Laboratories List

When you click on the **Laboratories** link on the **System List** Page, the following appears (Figure 45):

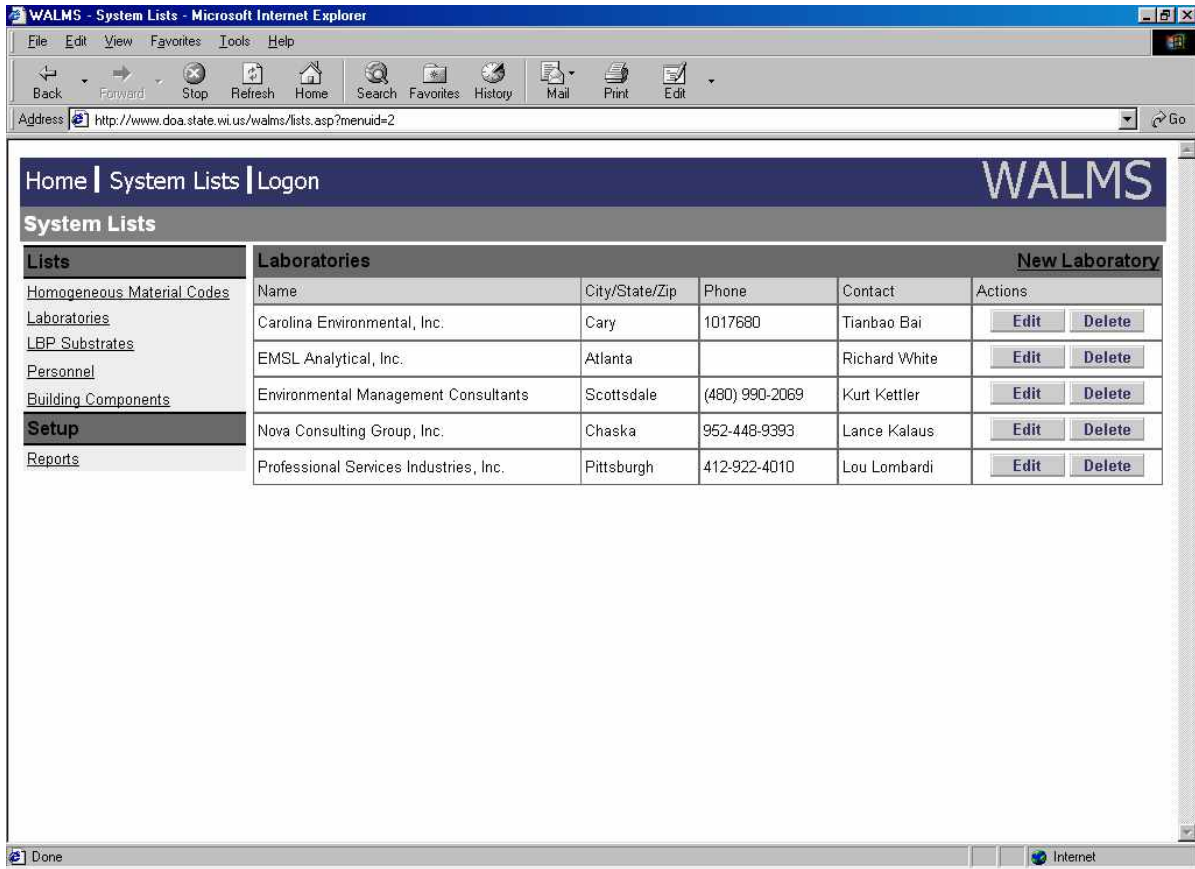
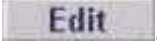
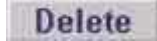


Figure 45—System List: Laboratories

From this page, you can , , and **ADD** new laboratories.

**New Laboratory**

Enter data for new laboratory here.

Vendor Name	<input type="text"/>
Address 1	<input type="text"/>
Address 2	<input type="text"/>
City	<input type="text"/> <input type="text"/> <input type="text"/>
Phone Number	<input type="text"/>
Contact	<input type="text"/>
NVIAP	<input type="text"/>
<input type="button" value="Save"/> <input type="button" value="System Lists"/>	

Save or Go back to System Lists

Figure 46—System List: Add Laboratory

## A.3 LBP Substrates

When you click on the **LBP Substrates** link on the **System List** Page, the following appears (Figure 47):

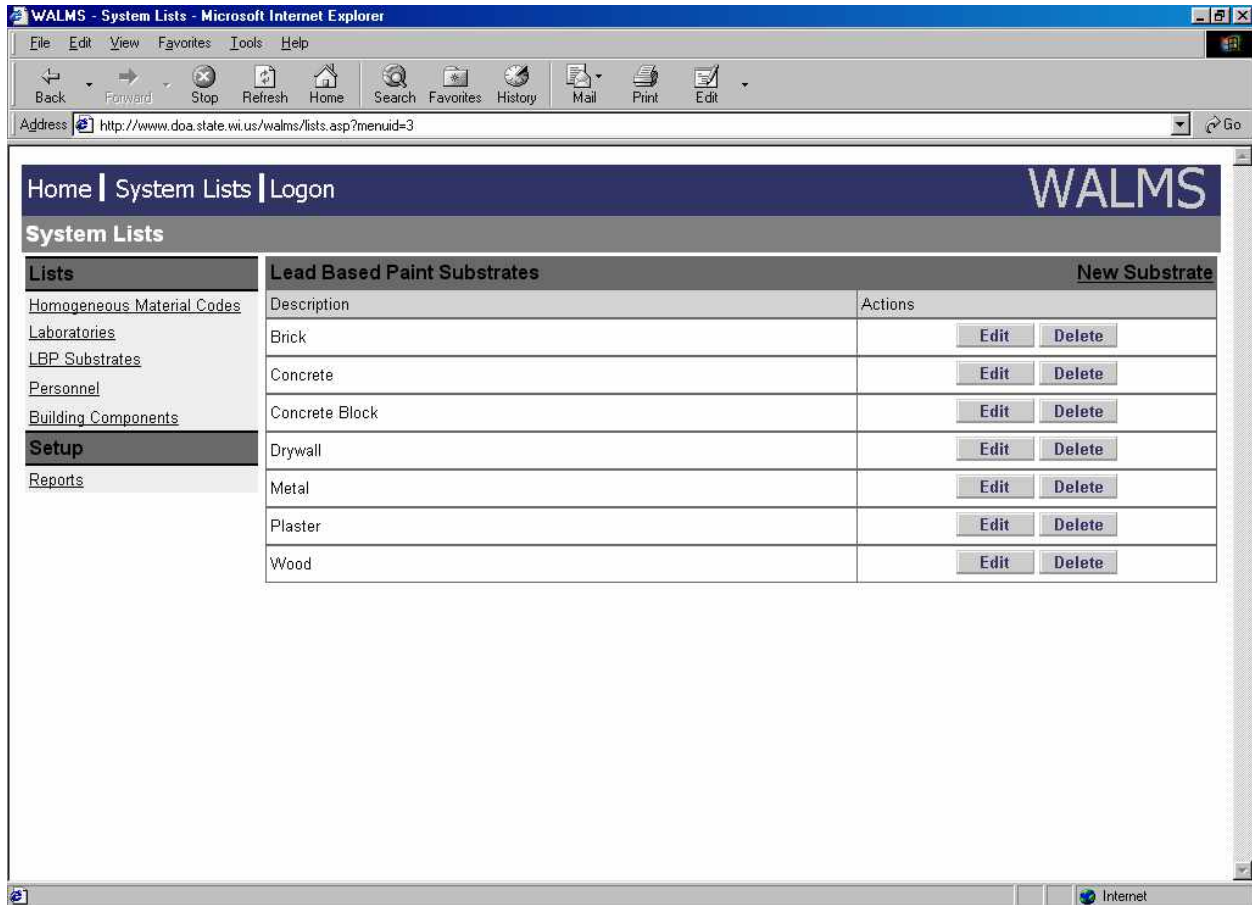


Figure 47—System List: LBP Substrates

From this page, you can [Edit](#), [Delete](#), and **ADD** new LBP substrates.



Figure 48—System List: Add LBP Substrate

## A.4 Personnel

When you click on the **Personnel** link on the **System List** Page, the following appears (Figure 49):

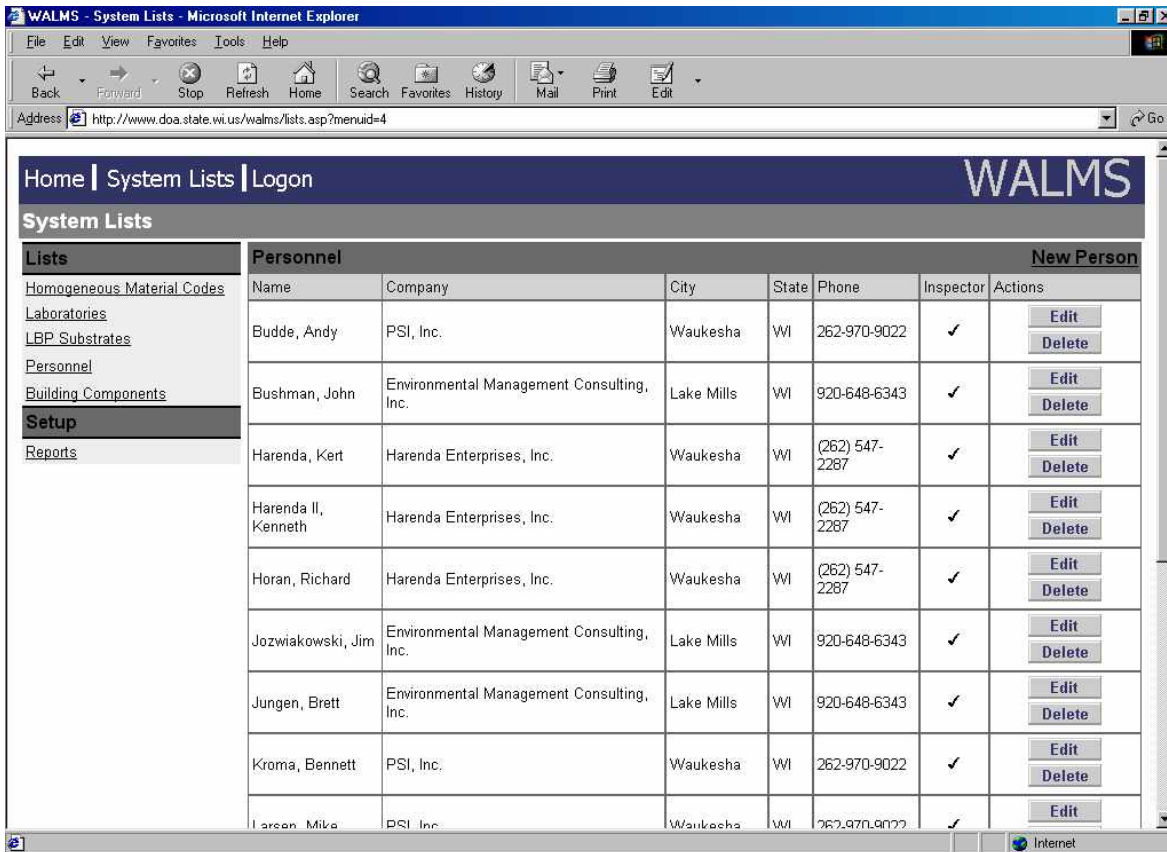


Figure 49—System List: Personnel Page

From this page, you can **Edit**, **Delete**, and **ADD** new personnel (see below):

**New Person**

First Name	<input type="text"/>
Last Name	<input type="text"/>
Company	<input type="text"/>
Address 1	<input type="text"/>
Address 2	<input type="text"/>
City	<input type="text"/> <input type="text"/> <input type="text"/>
Phone Number	<input type="text"/>
User Number	<input type="text"/>
Asbestos Certification Number	<input type="text"/>
Lead Certification Number	<input type="text"/>
Inspector	<input type="checkbox"/>

Enter data for new personnel here.

Save or cancel new entry.

Save Cancel

Figure 50—System List: Add Person

## A.5 Building Components

When you click on the **Building Components** link on the **System List** Page, the following appears (Figure 51):

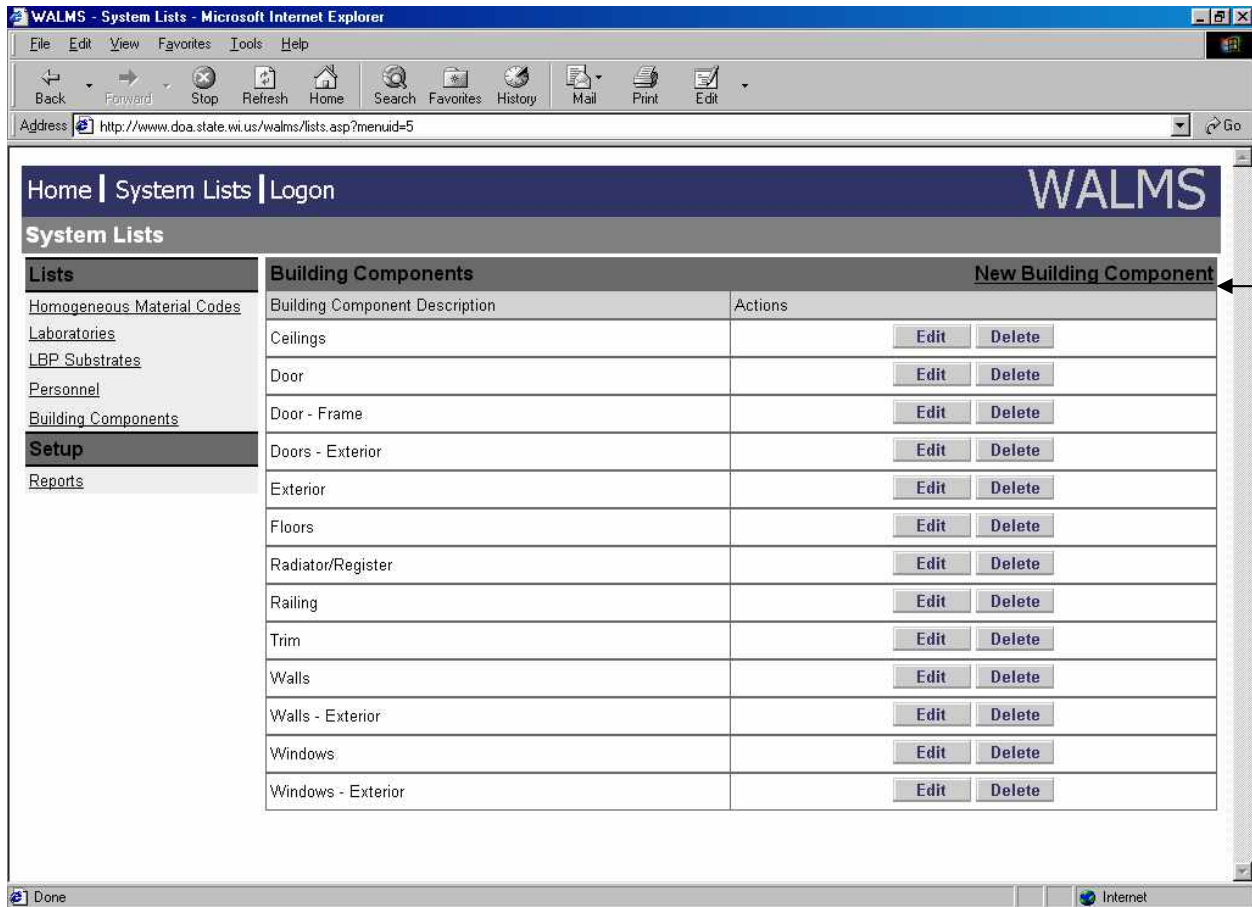


Figure 51—System List: Building Components

From this page, you can [Edit](#), [Delete](#), and **ADD** new building components.

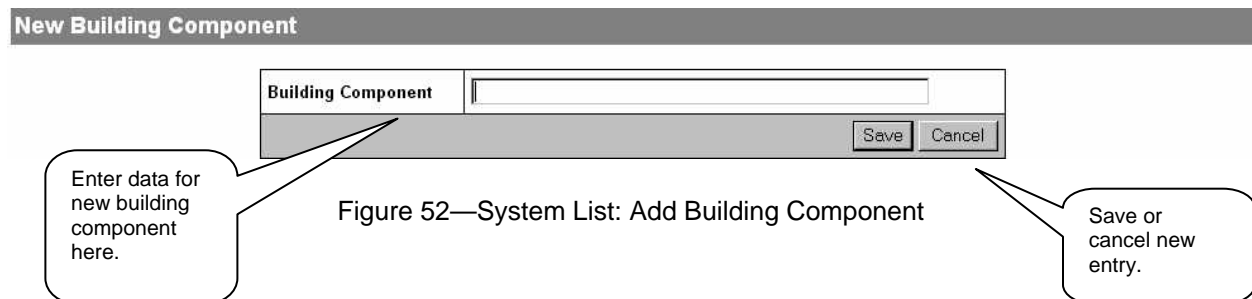


Figure 52—System List: Add Building Component

## A.6 Reports

Although you will not typically need to change or customize the Reports, it is possible to change the number of rows between column headings. When you click on the **Reports** link on the **System List** Page, the following appears (Figure 53):

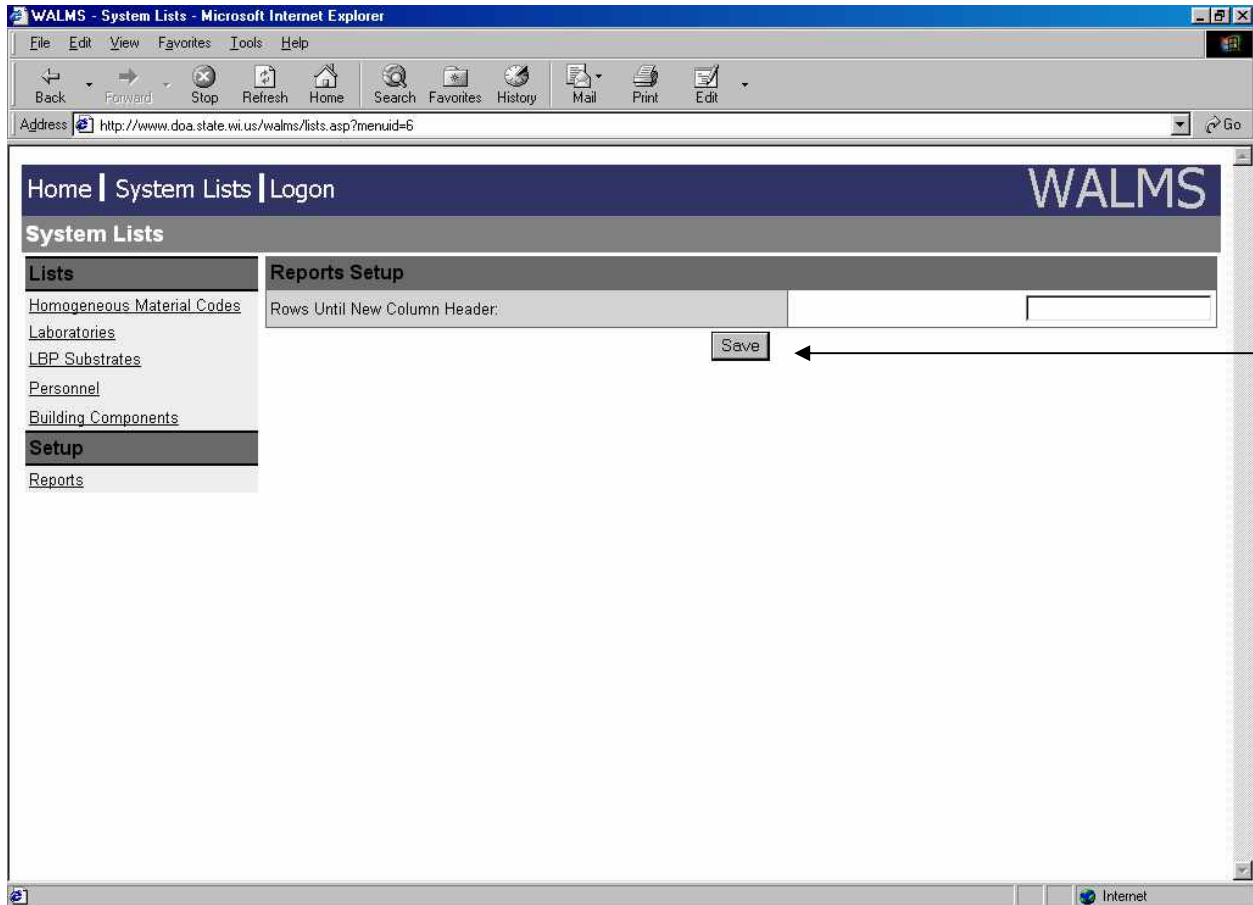


Figure 53—System List: Reports

From this page, you can customize and **Save** the number of rows between column headers for printing reports.




# **APPENDIX B: WALMS Programming Diagrams**

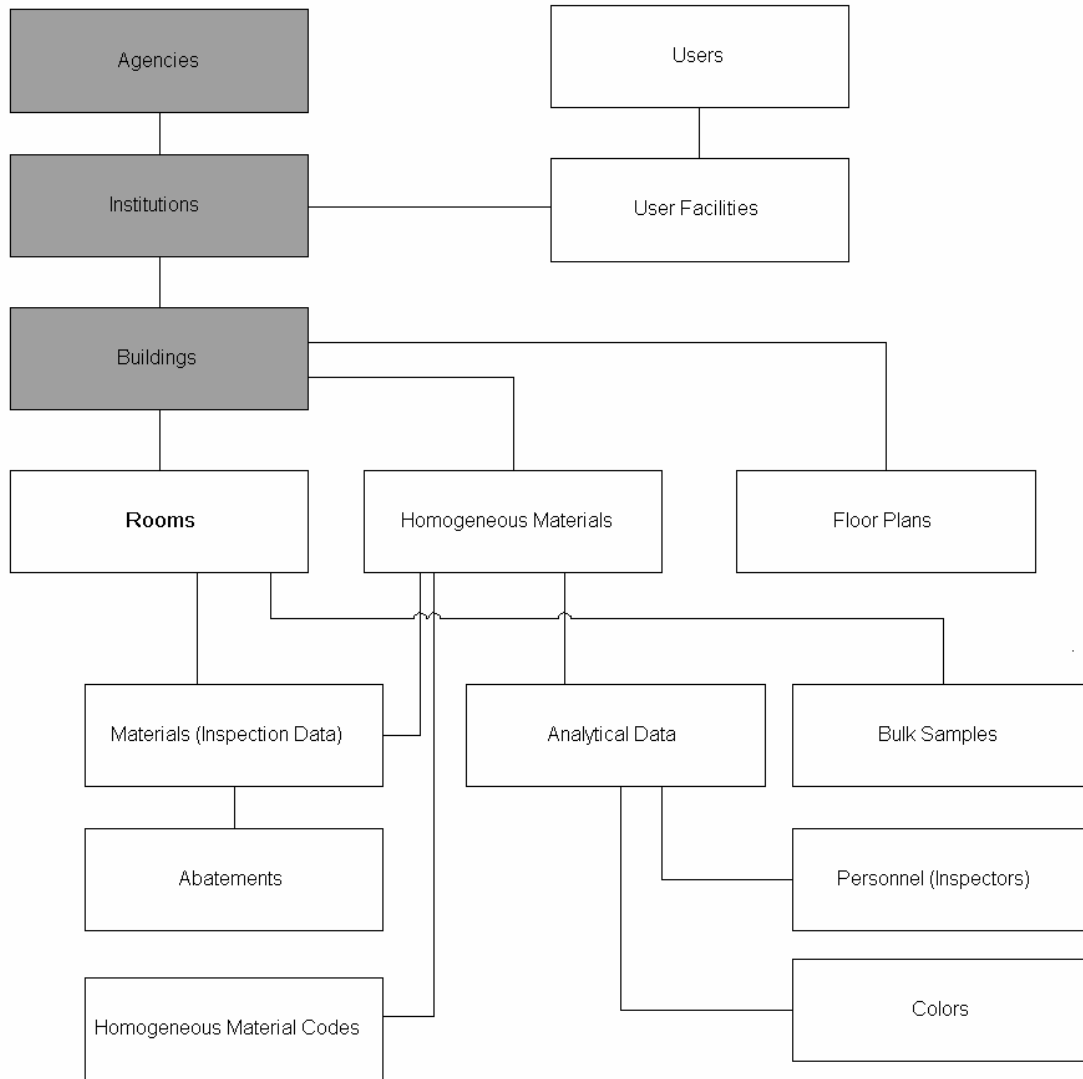
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- B.1 WALMS – Data Relationship Diagram
- B.2 WALMS – Process Diagram

## B.1 WALMS – Data Relationship Diagram:

**WALMS - Data Relationship Diagram**

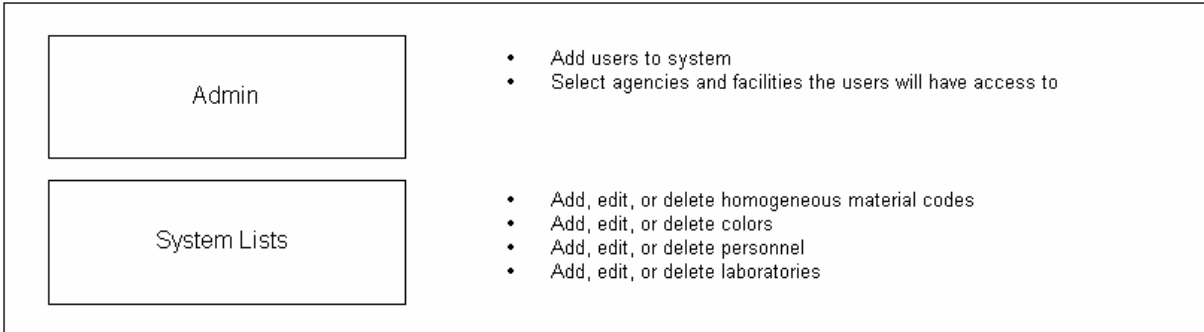
 = WISBUILD database



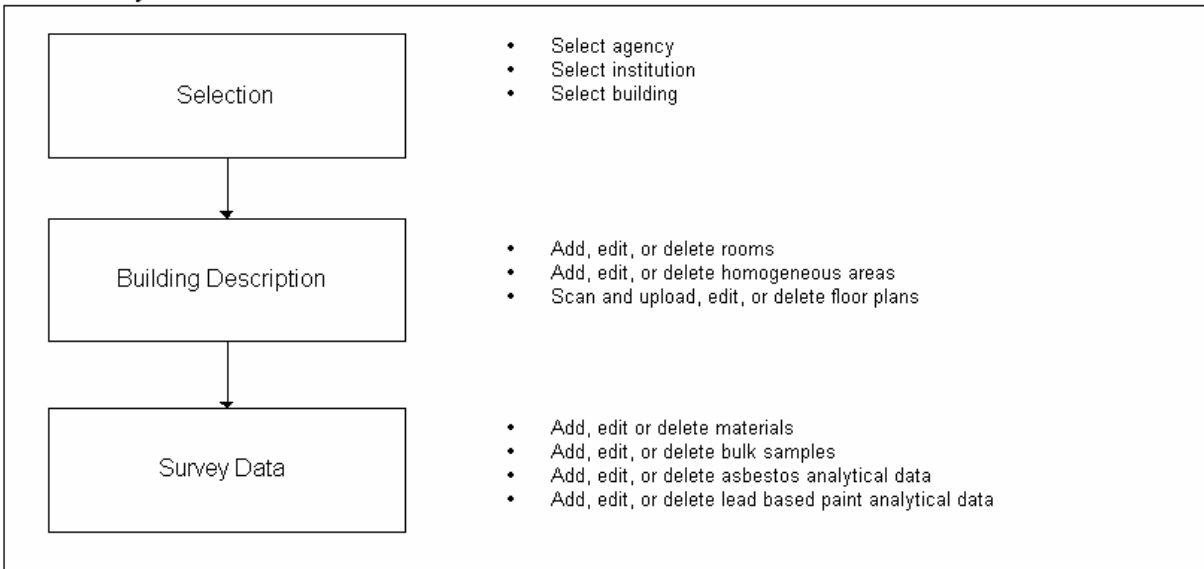
## B.2 WALMS – Process Diagram:

### WALMS - Process Diagram

#### System Setup



#### Data Entry



#### Reporting

