

# How do I become a UPCS Inspector?

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## Introduction

The Physical Assessment Sub System (PASS) of the Real Estate Assessment Center (REAC) facilitates the physical inspection of all HUD-affiliated properties. All HUD assisted and insured housing covered under the Department's Uniform Physical Condition Standards (UPCS) regulations must be inspected by individuals certified in the use of the Department's UPCS inspection protocol and procedures. The information below explains how to become an inspector certified in the use of the UPCS.

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## Procedure

The following steps describe how to become a certified inspector.

Stage	Who Does It	What Happens
1	Potential training participant	Access and read the <a href="#">WEB PAGE</a> to get information about training, forms, and schedules
2	Potential training participant	Sends the required information to REAC (see below)
3	REAC (Inspector Administration)	Reviews credentials of potential training participant to determine whether or not the individual meets the minimum qualifications
4	REAC (Training)	Notifies potential training participant whether or not the individual meets the minimum qualifications
5	Qualified Training participant	Check <a href="#">Schedule of classes</a> . Registers and receives confirmation from REAC Training
6	Qualified Training participant	Attends the training activity and participates in the class (100% attendance required)
7	Qualified Training participant	Takes and passes the Protocol Test and the Sample (Trial) Test
8	Inspector candidate	Takes and passes the Certification test
9	Qualified Inspector candidate	Receives an inspector id badge and M number

**Required Items  
to be submitted**

The following items must be submitted to the Real Estate Assessment Center:

- Completed [MIQ](#) (Minimum Inspector Qualifications) Form
- Resume with references (should reflect the applicable checked items on the MIQ Form).

These items must be submitted in order for the packet to be considered complete.

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**Where packet  
must be sent**

Send completed packet to:

**Real Estate Assessment Center  
ATTN: Inspector Administration  
1280 Maryland Avenue, SW  
Suite 800  
Washington, DC 20024**

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**Contact Us**

For more information, call the REAC's Technical Assistance Center at 1(888)245-4860 or e-mail [reacpasstraining@hud.gov](mailto:reacpasstraining@hud.gov)

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