

**TITLE:** ELECTRICAL ENCLOSURE  
**VERSION:** VI.3  
**DATE PUBLISHED:** 7/31/20

**DEFINITION:** Container for electrical components.  
**PURPOSE:** To prevent people from accidentally contacting energized parts, contain fire caused by short circuiting, and to prevent vermin from damaging components.  
**NAME VARIANTS:** Service panel box; Junction box; Disconnect box; Timer box; Alarm box; Fuse box; Breaker box  
**COMMON MATERIALS:** Metal; Plastic  
**COMMON COMPONENTS:** Enclosure box; Internal cover; External cover or door (if so designed)  
**LOCATION:**  Unit Living room, bedroom, kitchen, bathroom, closet, hallway, office, mechanical room, any wall surface, emergency generator, trash compactor, garage, and storage.  
 Inside Living room, kitchen, bathroom, closet, hallway, office, mechanical room, any wall surface, emergency generator, trash compactor, garage, storage, and all common areas.  
 Outside Anywhere on site, any wall surface, HVAC condensers, emergency generator, and trash compactor  
**MORE INFORMATION:** None

**DEFICIENCY 1:** Electrical service panel is not readily accessible  
**LOCATION:**  Unit  Inside  Outside

**DEFICIENCY 2:** Electrical enclosure is contaminated  
**LOCATION:**  Unit  Inside  Outside

**DEFICIENCY I — UNIT: ELECTRICAL SERVICE PANEL IS NOT READILY ACCESSIBLE**

**DEFICIENCY CRITERIA:** Service panel is obstructed and difficult to access.

AND / OR

The door of the service panel will not open.

**HEALTH AND SAFETY DETERMINATION:** N/A — F&O      N/A — Function and operability  
**CORRECTION TIMEFRAME:** N/A      To be remedied according to property maintenance plan.  
**HCV — CORRECTION TIMEFRAME:** N/A      To be remedied according to property maintenance plan.

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R6	Usability and Operability of Fixtures	Direct	Because of this condition, the resident is unable to use certain fixtures, features, or appliances, which are reasonably assumed to be part of their rent.	If electrical service panel is not readily accessible, then resident may not able reset breaker if tripped and access to appliance will be limited.
M2	Routine Maintenance	Direct	It is reasonable to expect that this deficiency would be identified through routine daily observations and facilities management would prioritize work orders to fix this deficiency.	If electrical service panel is not readily accessible, then it may indicate that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:** - Identify electrical service panel, and ensure the area in front is clear, and the door is accessible and can be opened without the aid of a tool.
- REQUEST FOR HELP:** - Ask POA to unlock panel if panel is locked.
- ACTION:** - Attempt to access and open service panel door.
- More Information:** - If an item is easily removed (e.g., picture, calendar, rolling cart, etc.) do not record.  
 - Use this deficiency for items that are of sufficient size and weight to delay or prevent access.  
 - Low voltage wiring is not subject to inspection.

**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight

**DEFICIENCY I — INSIDE: ELECTRICAL SERVICE PANEL IS NOT READILY ACCESSIBLE**

**DEFICIENCY CRITERIA:** Service panel is obstructed and difficult to access.

AND / OR

The door of the service panel will not open.

**HEALTH AND SAFETY DETERMINATION:** N/A — F&O      N/A — Function and operability  
**CORRECTION TIMEFRAME:** N/A      To be remedied according to property maintenance plan.  
**HCV — CORRECTION TIMEFRAME:** N/A      To be remedied according to property maintenance plan.

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R6	Usability and Operability of Fixtures	Direct	Because of this condition, the resident is unable to use certain fixtures, features, or appliances, which are reasonably assumed to be part of their rent.	If electrical service panel is not readily accessible, then resident may not able reset breaker if tripped and access to appliance will be limited.
M2	Routine Maintenance	Direct	It is reasonable to expect that this deficiency would be identified through routine daily observations and facilities management would prioritize work orders to fix this deficiency.	If electrical service panel is not readily accessible, then it may indicate that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:** - Identify electrical service panel, and ensure the area in front is clear, and the door is accessible and can be opened without the aid of a tool.
- REQUEST FOR HELP:** - Ask POA to unlock panel if panel is locked.
- ACTION:** - Attempt to access and open service panel door.
- More Information:** - If an item is easily removed (e.g., picture, calendar, rolling cart, etc.) do not record.  
 - Use this deficiency for items that are of sufficient size and weight to delay or prevent access.  
 - Low voltage wiring is not subject to inspection.

**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight

DEFICIENCY I — OUTSIDE: ELECTRICAL SERVICE PANEL IS NOT READILY ACCESSIBLE

DEFICIENCY CRITERIA: Service panel is obstructed and difficult to access.

AND / OR

The door of the service panel will not open.

HEALTH AND SAFETY DETERMINATION: N/A — F&O      N/A — Function and operability  
 CORRECTION TIMEFRAME: N/A      To be remedied according to property maintenance plan.  
 HCV — CORRECTION TIMEFRAME: N/A      To be remedied according to property maintenance plan.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R6	Usability and Operability of Fixtures	Direct	Because of this condition, the resident is unable to use certain fixtures, features, or appliances, which are reasonably assumed to be part of their rent.	If electrical service panel is not readily accessible, then resident may not able reset breaker if tripped and access to appliance will be limited.
M2	Routine Maintenance	Direct	It is reasonable to expect that this deficiency would be identified through routine daily observations and facilities management would prioritize work orders to fix this deficiency.	If electrical service panel is not readily accessible, then it may indicate that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Identify electrical service panel, and ensure the area in front is clear, and the door is accessible and can be opened without the aid of a tool.
- REQUEST FOR HELP: - Ask POA to unlock panel if panel is locked.
- ACTION: - Attempt to access and open service panel door.
- More Information: - If an item is easily removed (e.g., picture, calendar, rolling cart, etc.) do not record.  
 - Use this deficiency for items that are of sufficient size and weight to delay or prevent access.  
 - Low voltage wiring is not subject to inspection.

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight

DEFICIENCY 2 — UNIT: ELECTRICAL ENCLOSURE IS CONTAMINATED

DEFICIENCY CRITERIA: There is water intrusion, rust build up, or any foreign substance covering electrical components or switches inside the electrical enclosure.

OR

There is any foreign object that could impact function.

HEALTH AND SAFETY DETERMINATION: Severe Non-Life-Threatening This is a severe health and safety issue that would cause a serious undue burden on the resident if the deficiency is present for an extended period of time.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If electrical enclosure is contaminated, then resident may be at an increased risk of fire hazard or electrocution.
R6	Usability and Operability of Fixtures	Direct	Because of this condition, the resident is unable to use certain fixtures, features, or appliances, which are reasonably assumed to be part of their rent.	If electrical enclosure is contaminated, then resident may be unable to utilize a feature that is expected to be provided and maintained as part of their rent.
M2	Routine Maintenance	Direct	It is reasonable to expect that this deficiency would be identified through routine daily observations and facilities management would prioritize work orders to fix this deficiency.	Indicates maintenance may not be identifying deficiencies or responding to self-generated or complaint-driven work orders.

INSPECTION PROCESS:

OBSERVATION: - Examine inside electrical enclosure for evidence of water intrusion, foreign objects or any foreign materials covering electrical components or switches.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

---

DEFICIENCY 2 — INSIDE: ELECTRICAL ENCLOSURE IS CONTAMINATED

DEFICIENCY CRITERIA: There is water intrusion, rust build up, or any foreign substance covering electrical components or switches inside the electrical enclosure.

OR

There is any foreign object that could impact function.

HEALTH AND SAFETY DETERMINATION: Severe Non-Life-Threatening This is a severe health and safety issue that would cause a serious undue burden on the resident if the deficiency is present for an extended period of time.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If electrical enclosure is contaminated, then resident may be at an increased risk of fire hazard or electrocution.
R6	Usability and Operability of Fixtures	Direct	Because of this condition, the resident is unable to use certain fixtures, features, or appliances, which are reasonably assumed to be part of their rent.	If electrical enclosure is contaminated, then resident may be unable to utilize a feature that is expected to be provided and maintained as part of their rent.
M2	Routine Maintenance	Direct	It is reasonable to expect that this deficiency would be identified through routine daily observations and facilities management would prioritize work orders to fix this deficiency.	Indicates maintenance may not be identifying deficiencies or responding to self-generated or complaint-driven work orders.

INSPECTION PROCESS:

OBSERVATION: - Examine inside electrical enclosure for evidence of water intrusion, foreign objects or any foreign materials covering electrical components or switches.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

---



DEFICIENCY 2 — OUTSIDE: ELECTRICAL ENCLOSURE IS CONTAMINATED

DEFICIENCY CRITERIA: There is water intrusion, rust build up, or any foreign substance covering electrical components or switches inside the electrical enclosure.

OR

There is any foreign object that could impact function.

HEALTH AND SAFETY DETERMINATION: Severe Non-Life-Threatening This is a severe health and safety issue that would cause a serious undue burden on the resident if the deficiency is present for an extended period of time.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If electrical enclosure is contaminated, then resident may be at an increased risk of fire hazard or electrocution.
R6	Usability and Operability of Fixtures	Direct	Because of this condition, the resident is unable to use certain fixtures, features, or appliances, which are reasonably assumed to be part of their rent.	If electrical enclosure is contaminated, then resident may be unable to utilize a feature that is expected to be provided and maintained as part of their rent.
M2	Routine Maintenance	Direct	It is reasonable to expect that this deficiency would be identified through routine daily observations and facilities management would prioritize work orders to fix this deficiency.	Indicates maintenance may not be identifying deficiencies or responding to self-generated or complaint-driven work orders.

INSPECTION PROCESS:

OBSERVATION: - Examine inside electrical enclosure for evidence of water intrusion, foreign objects or any foreign materials covering electrical components or switches.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

---

**SUMMARY OF CHANGES**

**TITLE:** ELECTRICAL ENCLOSURES  
**VERSION:** VI.3  
**DATE PUBLISHED:** 7/31/20

FIELD	CHANGE	VERSION	DATE
Overall Formatting	Complete rework of document format and layout	VI.3	2020-07-31
Definition	Revised definition	VI.3	2020-07-31
Purpose	Field added	VI.3	2020-07-31
Common Components	Revised common components	VI.3	2020-07-31
Location	Revised inspectable locations	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Health and Safety Determination	Revised to "N/A – F&O" determination; added standardized description		
Correction Timeframe	Field added; response input as "N/A" with note to be remedied according to property maintenance plan		
HCV – Correction Timeframe	Field added; response input as "N/A" with note to be remedied according to property maintenance plan		
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Revised observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency; response revised		
<b>Deficiency 2</b>	<b>Separated by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Severe Non-Life-Threatening" determination; added standardized description		
Correction Timeframe	Field added; response input as "24 hours"		

HCV – Correction Timeframe	Field added; response input as “30 days”		
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Revised observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency; response revised		
<b>Title</b>	<b>Updated</b>	<b>VI-I</b>	<b>2019-11-26</b>
<b>Definition</b>	<b>Updated</b>	<b>VI-I</b>	<b>2019-11-26</b>
<b>Name Variants</b>	<b>Added</b>	<b>VI-I</b>	<b>2019-11-26</b>
<b>Abilities or Knowledge Needed</b>	<b>Removed</b>	<b>VI-I</b>	<b>2019-11-26</b>
<b>Tools for Location and Inspection</b>	<b>Useful tool added</b>	<b>VI-I</b>	<b>2019-11-26</b>
<b>Common Locations</b>	<b>Updated</b>	<b>VI-I</b>	<b>2019-11-26</b>
<b>How to Locate</b>	<b>Removed</b>	<b>VI-I</b>	<b>2019-11-26</b>
<b>Deficiency 1</b>	<b>Updated</b>	<b>VI-I</b>	<b>2019-11-26</b>
Name	Updated		
Rationale	Updated		
Health and Safety	Updated		
How to Inspect	Updated		
Inspection Process and Procedure	Updated		
Record Deficiency if	Updated		
<b>Deficiency 2</b>	<b>Updated</b>	<b>VI-I</b>	<b>2019-11-26</b>
Name	Updated		
Rationale	Updated		
How to Inspect	Updated		
Record Deficiency if	Updated		