### DEFINITION:
A basin with hardware designed to dispense and hold clean water (hot and cold) and discharge wastewater.

### PURPOSE:
Typically used for cooking, cleaning, and drinking.

### NAME VARIANTS:
Kitchen sink; Bathroom sink; Utility sink; Clinical sink; Janitor’s sink

### COMMON MATERIALS:
Plastic; Copper; Porcelain; Fiberglass; Stainless steel; Cast iron

### COMMON COMPONENTS:
Basin; Faucet; Handle; Drain; Drain line; Supply valve; Supply line; Stopper; Garbage disposal; Drain control; Sink overflow

### LOCATION:
- Unit: Kitchen, bathroom, laundry area, and other interior space
- Inside: Kitchen, bathroom, laundry area, and other interior space
- Outside: None

### MORE INFORMATION:
None

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### DEFICIENCY 1:
Sink or component thereof is missing

**LOCATION:**
- Unit: ✓
- Inside: ✓

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### DEFICIENCY 2:
Improperly functioning faucet

**LOCATION:**
- Unit: ✓
- Inside: ✓

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### DEFICIENCY 3:
Sink is not draining

**LOCATION:**
- Unit: ✓
- Inside: ✓

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### DEFICIENCY 4:
Sink is improperly installed, pulling away from wall, there are gaps between the sink and wall, or it is leaning

**LOCATION:**
- Unit: ✓
- Inside: ✓

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### DEFICIENCY 5:
Sink is damaged and does not hold water

**LOCATION:**
- Unit: ✓
- Inside: ✓
DEFICIENCY 1 — UNIT:  
SINK OR COMPONENT THEREOF IS MISSING

DEFICIENCY CRITERIA:  
Sink hardware, faucet, handle, stopper, or drain valve is missing (i.e. evidence of prior installation, but now not present or is incomplete).

HEALTH AND SAFETY DETERMINATION:  
Standard  
This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

CORRECTION TIMEFRAME:  
Within 30 days  
If this is the only available sink adjacent to a bath or kitchen, then a severe H&S determination should be assigned with 24-hour correction timeframe.

HCV — CORRECTION TIMEFRAME:  
Within 30 days  
If this is the only available sink adjacent to a bath or kitchen, then a severe non-life threatening H&S determination should be assigned with 24-hour correction timeframe.

RATIONALE:

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<td>Sanitary</td>
<td>Direct</td>
<td>Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.</td>
<td>If sink or component thereof is missing, then resident may not be able to properly dispose of wastewater.</td>
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<td>R6</td>
<td>Usability and Operability of Fixtures</td>
<td>Direct</td>
<td>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.</td>
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<td>If sink or component thereof is missing, then resident will likely report, and the presence of this deficiency may indicate complaint-based maintenance orders are not being addressed.</td>
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INSPECTION PROCESS:

OBSERVATION:  
Look at the sink to verify presence of common components and hardware, including:
- Handle(s),
- Stopper,
- Knob(s), and
- Faucet or drain valve.

REQUEST FOR HELP:  
None

ACTION:  
- Turn on hot and cold water, test basin for functionality and stability.
- Test the garbage disposal, if present.

More Information:  
- If sink contains a garbage disposal, it must be operational.
TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror
DEFICIENCY I — INSIDE: Sink or component thereof is missing

DEFICIENCY CRITERIA: Sink hardware, faucet, handle, stopper, or drain valve is missing (i.e. evidence of prior installation, but now not present or is incomplete).

HEALTH AND SAFETY DETERMINATION: Standard
This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

CORRECTION TIMEFRAME: Within 30 days
If this is the only available sink adjacent to a bath or kitchen, then a severe H&S determination should be assigned with 24-hour correction timeframe.

HCV — CORRECTION TIMEFRAME: Within 30 days
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INSPECTION PROCESS:

Observation: Look at the sink to verify presence of common components and hardware, including:
- Handle(s),
- Stopper,
- Knob(s), and
- Faucet or drain valve.

Request for Help: None

Action: - Turn on hot and cold water, test basin for functionality and stability.
- Test the garbage disposal, if present.

More Information: - If sink contains a garbage disposal, it must be operational
Tools or Equipment:

Required:  - None

Useful:   - Flashlight; Inspection mirror
DEFICIENCY 2 — UNIT: IMPROPERLY FUNCTIONING FAUCET

DEFICIENCY CRITERIA: Control knobs do not activate or deactivate hot and cold water.

OR

Water is directed outside of the basin

HEALTH AND SAFETY DETERMINATION: Standard
This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

CORRECTION TIMEFRAME: Within 30 days

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

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<td>Safety</td>
<td>Direct</td>
<td>Resident could be injured because of this condition.</td>
<td>If faucet is not working correctly, then resident may not be able to regulate water temperature.</td>
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<td>Increased Monetary Impact to Resident</td>
<td>Direct</td>
<td>Resident would incur additional costs because of this condition.</td>
<td>If faucet is not working correctly, and the resident is unable to halt the waterflow, then they may incur added utility costs.</td>
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<td>Indicates maintenance staff is not identifying deficiencies or responding to self-generated or complaint-driven work orders.</td>
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INSPECTION PROCESS:

Observation: - None

Request for Help: - None
ACTION:
- Turn control knob or knobs to ensure water flow from both hot and cold controls, and water temperature can be regulated.
- Confirm water is directed to basin and not outside of the basin.
- Turn control off, ensure that there is not the present of a constant drip of water when turned to the off position.

More Information:
- If hot water is not working, then evaluate this under the hot water heater standard.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None
Deficiency 2 — Inside: Improperly functioning faucet

Deficiency Criteria: Control knobs do not activate or deactivate hot and cold water.

OR

Water is directed outside of the basin

Health and Safety Determination: Standard

This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

Correction Timeframe: Within 30 days

HCV — Correction Timeframe: Within 30 days

Rationale:

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Inspection Process:

Observation: - None

Request for Help: - None

Action: - Turn control knob or knobs to ensure water flow from both hot and cold controls, and water temperature can be regulated.
- Confirm water is directed to basin and not outside of the basin.
- Turn control off, ensure that there is not the present of a constant drip of water when turned to the off position.
More Information:  - If hot water is not working, then evaluate this under the hot water heater standard.

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**Tools or Equipment:**

**Required:**  - None

**Useful:**  - None

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DEFICIENCY 3 — UNIT: SINK IS NOT DRAINING

DEFICIENCY CRITERIA: Water is not draining from the basin of the sink.

HEALTH AND SAFETY DETERMINATION: Standard
This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

CORRECTION TIMEFRAME: Within 30 days

HEALTH AND SAFETY DETERMINATION: Standard
This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

CORRECTION TIMEFRAME: Within 30 days

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INSPECTION PROCESS:

- Observation: Look to see if water is draining.
- Request for Help: None
- Action: Pull stopper handle or insert stopper if available in order to seal the drain shut.
  - Turn handle to partially fill sink with water.
  - Push stopper handle or remove stopper.
- More Information: None

TOOLS OR EQUIPMENT:

- Required: None
- Useful: Flashlight
DEFICIENCY 3 — INSIDE: SINK IS NOT DRAINING

DEFICIENCY CRITERIA: Water is not draining from the basin of the sink.

HEALTH AND SAFETY DETERMINATION: Standard
This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

CORRECTION TIMEFRAME: Within 30 days

HEALTH AND SAFETY DETERMINATION: Standard
This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

CORRECTION TIMEFRAME: Within 30 days

RCV — CORRECTION TIMEFRAME: Within 30 days

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INSPECTION PROCESS:

OBSERVATION: - Look to see if water is draining.

REQUEST FOR HELP: - None

ACTION: - Pull stopper handle or insert stopper if available in order to seal the drain shut.
- Turn handle to partially fill sink with water.
- Push stopper handle or remove stopper.

MORE INFORMATION: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight
DEFICIENCY 4 — UNIT: SINK IS IMPROPERLY INSTALLED, PULLING AWAY FROM WALL, LEANING, OR THERE ARE GAPS BETWEEN THE SINK AND WALL

DEFICIENCY CRITERIA: Sink is improperly installed, pulling away from wall, there are gaps between the sink and wall, or it is leaning.

HEALTH AND SAFETY DETERMINATION: Standard
This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

CORRECTION TIMEFRAME: Within 30 days

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

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<td>R2</td>
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<td>Direct</td>
<td>Resident could be injured because of this condition.</td>
<td>If sink is improperly installed, then resident may be injured if sink were to fall.</td>
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<td>It is reasonable to expect a tenant to report this deficiency, and for facilities management to prioritize a work order response to fix that deficiency.</td>
<td>If sink is improperly installed, then resident would report, and the presence of this defect may indicate complaint-based work orders are not being addressed.</td>
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<td>M2</td>
<td>Routine Maintenance</td>
<td>Direct</td>
<td>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.</td>
<td>If sink is improperly installed, then it should be observed during daily maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed.</td>
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INSPECTION PROCESS:

OBSERVATION: Inspect for the following:
- Signs of pulling away from the wall.
- Appearance of a gap between the sink and wall.
- Movement of the sink when water is turned on or off.
- Downward lean of the front edge of sink toward floor.
- Signs of separation at seams of a vanity if sink is mounted on a vanity, or the vanity is pulling away from the wall.

REQUEST FOR HELP: - None

ACTION: - None

MORE INFORMATION: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight
DEFICIENCY 4 — INSIDE:  SINK IS IMPROPERLY INSTALLED, PULLING AWAY FROM WALL, LEANING, OR THERE ARE GAPS BETWEEN THE SINK AND WALL

DEFICIENCY CRITERIA:  Sink is improperly installed, pulling away from wall, there are gaps between the sink and wall, or it is leaning.

HEALTH AND SAFETY DETERMINATION:  Standard  This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

CORRECTION TIMEFRAME:  Within 30 days
HCV — CORRECTION TIMEFRAME:  Within 30 days

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- Signs of separation at seams of a vanity if sink is mounted on a vanity, or the vanity is pulling away from the wall.

REQUEST FOR HELP:  - None
ACTION:  - None
MORE INFORMATION:  - None

TOOLS OR EQUIPMENT:

REQUIRED:  - None
USEFUL:  - Flashlight
DEFICIENCY 5 — UNIT: SINK IS DAMAGED AND DOES NOT HOLD WATER

DEFICIENCY CRITERIA: Sink is damaged (i.e. visibly defective; impacts functionality) and unable to hold water.

OR

Sink is damaged (i.e. visibly defective; impacts functionality) and there are obvious indications that the sink would be unable to hold water.

HEALTH AND SAFETY DETERMINATION: Standard

This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

CORRECTION TIMEFRAME: Within 30 days

HCV — CORRECTION TIMEFRAME: Within 30 days

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<td>If sink is damaged and does not hold water, then resident’s ability to maintain a sanitary environment may be limited.</td>
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INSPECTION PROCESS:

Observation:
- Look at the sink to see if the water level is decreasing.
- If so, check under the sink for cracks, holes, or broken seals that are allowing water to leak from the basin.
- Check that the stopper is able to maintain a complete seal with the drain.
- If the sink design is such that there is no built-in mechanical stopper or if no other stopper is available, look for obvious indications (e.g., cracks, holes, or broken seals) that the sink would be unable to hold water were a stopper available.

Request for Help: None

Action:
- If available, pull stopper handle or insert stopper in order to seal the drain shut.
- Turn handle to partially fill sink with water.
- Turn handle to stop the flow of water.

More Information: - None

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Tools or Equipment:

Required: - None
Useful: - Flashlight
**Deficiency 5 — Inside:** Sink is damaged and does not hold water

**Deficiency Criteria:**
Sink is damaged (i.e. visibly defective; impacts functionality) and unable to hold water.

**Health and Safety Determination:**
Standard  
This is a standard health and safety issue. A repair, correction, or act of abatement for this deficiency should occur within 30 days.

**Correction Timeframe:**
Within 30 days

**Rationale:**

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**Request for Help:**
- None

**Action:**
- If available, pull stopper handle or insert stopper in order to seal the drain shut.
- Turn handle to partially fill sink with water.
- Turn handle to stop the flow of water.

More Information: - None

Tools or Equipment:

Required: - None

Useful: - Flashlight
# SUMMARY OF CHANGES

**TITLE:** SINK  
**VERSION:** V1.3  
**DATE PUBLISHED:** 7/31/20

<table>
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<th>Field</th>
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<td>Overall Formatting</td>
<td>Complete rework of document format and layout</td>
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<td>2020-07-31</td>
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