

TITLE: [ADDRESS AND SIGNAGE](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: Unique number and name identifiers assigned to property.

PURPOSE: Assist in identifying and locating property.

NAME VARIANTS: Building identification number; Property or development name sign; House number; Unit number

COMMON MATERIALS: Plastic; Metal; Wood via laminate; Paint; Engraving; Any combination of the previous

COMMON COMPONENTS: Arabic numerals; Alphabetical letters; Frame; Mounting; Protective enclosures; Lighting component

LOCATION:  Unit None  
 Inside None  
 Outside Near building entrances (either above or alongside the entrance or on a nearby post) and road entrances where the property's private road meets a public road.

MORE INFORMATION: None

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DEFICIENCY 1: Address, signage, or building identification codes are broken, illegible, or not visible

LOCATION:  Outside

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DEFICIENCY I — OUTSIDE: [ADDRESS, SIGNAGE, OR BUILDING IDENTIFICATION CODES ARE BROKEN, ILLEGIBLE, OR NOT VISIBLE](#)

DEFICIENCY CRITERIA: Address or building identification codes are broken, illegible, or not visible.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If address, signage, or building identification codes are broken, illegible, or not visible, and there is an emergency, then first responders may be delayed if they're unable to efficiently locate the property.
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 address, signage, or building identification codes are broken, illegible, or not visible, then it is likely that routine or daily maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the property and locate any signage or address.  
 - Look at individual buildings on the property and locate any signage or building identification codes identifying the building.
- REQUEST FOR HELP: - None
- ACTION: - Approach the entrance to the building from the main street, road, or parking area.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

## SUMMARY OF CHANGES

TITLE: ADDRESS AND SIGNAGE  
 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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Components	Revised common components	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable location – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Revised rationale explanations; added standardized codes and descriptions		
Inspection Process	Revised observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 2</b>	<b>Removed</b>	<b>VI.3</b>	<b>2020-07-31</b>
Rationales	Updated following in-house review and public comment	VI-2	2019-12-26
Health and Safety Determinations	Updated following in-house review and public comment	VI-2	2019-12-26

**TITLE:** [BATHROOM VENTILATION](#)

**VERSION:** VI.3

**DATE PUBLISHED:** 7/31/20

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**DEFINITION:** A bathroom exhaust fan is a mechanical ventilation device ducted to the exterior of the house.

**PURPOSE:** To draw out stale, impure, and very humid air thereby improving the quality of indoor air.

**NAME VARIANTS:** Vent fan; Exhaust fan; Bath fan

**COMMON MATERIALS:** Plastic; Metal; Vinyl

**COMMON COMPONENTS:** Motor; Fan; Cover; Frame; Glass; Ducting; Light

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Bathroom
<input checked="" type="checkbox"/>	Inside	Bathroom in shared area, bathroom in recreation areas (e.g., pool)
<input type="checkbox"/>	Outside	None

**MORE INFORMATION:** None

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**DEFICIENCY 1:** Bathroom does not have proper ventilation

**LOCATION:**  Unit  Inside

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DEFICIENCY I — UNIT: [BATHROOM DOES NOT HAVE PROPER VENTILATION](#)

DEFICIENCY CRITERIA: Neither an exhaust fan nor window are present and operable to provide ventilation.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If bathroom does not have proper ventilation, then this may increase interior moisture levels, which provides an environment favorable for mold growth and may trigger respiratory issues (e.g., asthma).
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 bathroom does not have proper ventilation, then resident may be unable to use a feature that is assumed to be part of their rent.
M1	Corrective Maintenance	Direct	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.	If bathroom does not have proper ventilation, then it is likely the resident will report this, and the presence of this defect may indicate complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- **Exhaust fan:** Look for the presence of an exhaust fan or vent containing a screen and a corresponding switch.
  - **Window:** Look for a window that is openable from the interior.
- REQUEST FOR HELP:
- If there is a vent, but no switch, ask the POA how the space is being ventilated.
  - If POA indicates the vent is connected to an event-activated vent elsewhere in the building, disregard this deficiency.
- ACTION:
- If exhaust fan present, activate the switch to determine if the exhaust fan turns on and verify there is airflow.
- More Information:
- A high-rise building may have a passive or motorized central ventilation system and there is a vent in the bathroom, this may require an alternate means of detecting airflow (e.g., paper or tissue test) if otherwise undetectable.
    - Tissue test: take a single square of toilet paper and place it along the fan vent while the fan is running. If the fan holds up the toilet paper, then it is working properly.
  - POA is allowed to plug in a fan if needed.



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY I — INSIDE: [BATHROOM DOES NOT HAVE PROPER VENTILATION](#)

DEFICIENCY CRITERIA: Neither an exhaust fan nor window are present and operable to provide ventilation.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If bathroom does not have proper ventilation, then this may increase interior moisture levels, which provides an environment favorable for mold growth and may trigger respiratory issues (e.g., asthma).
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 bathroom does not have proper ventilation, then resident may be unable to use a feature that is assumed to be part of their rent.
M1	Corrective Maintenance	Direct	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.	If bathroom does not have proper ventilation, then it is likely the resident will report this, and the presence of this defect may indicate complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- **Exhaust fan:** Look for the presence of an exhaust fan or vent containing a screen and a corresponding switch.
  - **Window:** Look for a window that is openable from the interior.
- REQUEST FOR HELP:
- If there is a vent, but no switch, ask the POA how the space is being ventilated.
  - If POA indicates the vent is connected to an event-activated vent elsewhere in the building, disregard this deficiency.
- ACTION:
- If exhaust fan present, activate the switch to determine if the exhaust fan turns on and verify there is airflow.
- More Information:
- A high-rise building may have a passive or motorized central ventilation system and there is a vent in the bathroom, this may require an alternate means of detecting airflow (e.g., paper or tissue test) if otherwise undetectable.
    - Tissue test: take a single square of toilet paper and place it along the fan vent while the fan is running. If the fan holds up the toilet paper, then it is working properly.
  - POA is allowed to plug in a fan if needed.



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None



## SUMMARY OF CHANGES

**TITLE:** BATHROOM VENTILATION  
**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
Name Variants	Revised name variants	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
Deficiency I	Separated by inspectable locations – Unit and Inside	VI.3	2020-07-31
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Revised rationale 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		
Rationale	Updated following in-house review and comment	VI-2	2019-12-23
Health and Safety Determination	Updated following in-house review and comment	VI-2	2019-12-23

**TITLE:** [BATHTUB AND SHOWER](#)

**VERSION:** VI.3

**DATE PUBLISHED:** 7/31/20

**DEFINITION:** A fixture often found in bathrooms that dispenses clean water used for bathing and self-care as well as contains a method for draining used water.

**PURPOSE:** Provide vessel for cleansing the body for personal hygiene.

**NAME VARIANTS:** Tub; Soaker; Shower; Bath

**COMMON MATERIALS:** Porcelain enameled steel; Acrylic; Fiberglass (FRP); Enameled cast iron; Cast polymer (cultured marble, granite, or onyx)

**COMMON COMPONENTS:** Bathtub; Bathtub decorative side panel; Shower; Tub or shower valve; Shower head; Faucet; Drain; Mechanical water stopper; Drain cover; Diverter valve; Glass door; Enclosure

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Bathroom
<input checked="" type="checkbox"/>	Inside	Bathroom
<input type="checkbox"/>	Outside	None

**MORE INFORMATION:** None

**DEFICIENCY 1:** Bathtub or shower is missing or not installed

**LOCATION:**  Unit  Inside

**DEFICIENCY 2:** Bathtub or shower fails to drain water

**LOCATION:**  Unit  Inside

**DEFICIENCY 3:** Bathtub fails to retain water

**LOCATION:**  Unit  Inside

**DEFICIENCY 4:** Bathtub or shower component is damaged, inoperable, or missing

**LOCATION:**  Unit  Inside

DEFICIENCY I — UNIT: [BATHTUB OR SHOWER IS MISSING OR NOT INSTALLED](#)

DEFICIENCY CRITERIA: Bath tub or shower is missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

Bath tub or shower not installed (i.e. never installed but should have been).

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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If bathtub or shower is missing, then this limits the resident's ability to clean themselves which may increase their risk of illness or infectious disease.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If bathtub or shower is missing, then resident is unable to maintain hygiene.
R6	Usability or 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 bathtub or shower is missing, then resident is unable to use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If bathtub or shower is missing, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in the bathroom to verify the presence of a bathtub or shower.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY I — INSIDE: [BATHTUB OR SHOWER IS MISSING OR NOT INSTALLED](#)

DEFICIENCY CRITERIA: Bath tub or shower is missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

Bath tub or shower not installed (i.e. never installed but should have been).

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 If not primary bathtub or shower, then correction timeframe of 30 days

HCV — CORRECTION TIMEFRAME: 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If bathtub or shower is missing, then this limits the resident's ability to clean themselves which may increase their risk of illness or infectious disease.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If bathtub or shower is missing, then resident is unable to maintain hygiene.
R6	Usability or 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 bathtub or shower is missing, then resident is unable to use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If bathtub or shower is missing, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in the bathroom to verify the presence of a bathtub or shower.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — UNIT: [BATHTUB OR SHOWER FAILS TO DRAIN WATER](#)

DEFICIENCY CRITERIA: Water is not draining at all.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If bathtub or shower is not draining, then this limits the resident's ability to clean themselves which may increase their risk of illness or infectious disease.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If bathtub or shower is not draining, then resident is unable to maintain hygiene and properly dispose of dirty bath or shower water.
R6	Usability or 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 bathtub or shower fails to drain, then resident is unable to use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If bathtub or shower fails to drain, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the tub to see if the water level is decreasing.

REQUEST FOR HELP: - None

ACTION: - Pull stopper handle or insert stopper if available in order to seal the drain shut.  
 - Turn handle to release water and let water fill to a level where water draining would be noticeable.  
 - Turn handle to off position.  
 - Pull or release stopper.

More Information: - Do not record deficiency if draining, but slowly.

TOOLS OR EQUIPMENT:



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — INSIDE: [BATHTUB OR SHOWER FAILS TO DRAIN WATER](#)

DEFICIENCY CRITERIA: Water is not draining at all.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If bathtub or shower is not draining, then this limits the resident's ability to clean themselves which may increase their risk of illness or infectious disease.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If bathtub or shower is not draining, then resident is unable to maintain hygiene and properly dispose of dirty bath or shower water.
R6	Usability or 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 bathtub or shower fails to drain, then resident is unable to use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If bathtub or shower fails to drain, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the tub to see if the water level is decreasing.

REQUEST FOR HELP: - None

ACTION: - Pull stopper handle or insert stopper if available in order to seal the drain shut.  
 - Turn handle to release water and let water fill to a level where water draining would be noticeable.  
 - Turn handle to off position.  
 - Pull or release stopper.

More Information: - Do not record deficiency if draining, but slowly.

TOOLS OR EQUIPMENT:



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 3 — UNIT: [BATHTUB FAILS TO RETAIN WATER](#)

DEFICIENCY CRITERIA: Bath tub fails to retain 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

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If bathtub fails to retain water, then this may impact the resident's ability to maintain hygiene.
R6	Usability or 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 bathtub fails to retain water, then resident may be unable to fully use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If bathtub fails to retain water, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the tub to see if water level is decreasing.  
 - Water level should remain constant for at least 15 seconds.

REQUEST FOR HELP: - None

ACTION: - Pull stopper handle or insert stopper if available in order to seal the drain shut.  
 - Turn handle to release water and let water fill for 15 seconds.  
 - Turn handle to off position.

More Information: - If stopper not present, then tub is unable to retain water and should therefore be considered under this defect.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — INSIDE: [BATHTUB FAILS TO RETAIN WATER](#)

DEFICIENCY CRITERIA: Bath tub fails to retain 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

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If bathtub fails to retain water, then this may impact the resident's ability to maintain hygiene.
R6	Usability or 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 bathtub fails to retain water, then resident may be unable to fully use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If bathtub fails to retain water, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the tub to see if water level is decreasing.  
 - Water level should remain constant for at least 15 seconds.

REQUEST FOR HELP: - None

ACTION: - Pull stopper handle or insert stopper if available in order to seal the drain shut.  
 - Turn handle to release water and let water fill for 15 seconds.  
 - Turn handle to off position.

More Information: - If stopper not present, then tub is unable to retain water and should therefore be considered under this defect.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 4 — UNIT: BATHTUB OR SHOWER COMPONENT IS DAMAGED, INOPERABLE, OR MISSING

DEFICIENCY CRITERIA:           Bathtub or shower component is damaged (i.e. visibly defective; impacts functionality).

OR

Bathtub or shower component is inoperable (i.e. overall system or component thereof not meeting function or purpose; with or without visible damage).

OR

Bathtub or shower component 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

HCV — CORRECTION TIMEFRAME:   Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If bathtub or shower component is damaged, inoperable, or missing, then this may impact the resident's ability to maintain hygiene.
R6	Usability or 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 bathtub or shower component is damaged, inoperable, or missing, then resident may be unable to fully use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If bathtub or shower component is damaged, inoperable, or missing, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:           - Look or ensure that the enclosure is complete, including caulking.  
 - Look to make sure the control knobs, shower head, diverter valve, and downspout are present.  
 - Verify basin is free of rust, chips, and cracks.
- REQUEST FOR HELP:       - None

- ACTION:**
- Turn the control knobs and ensure water is dispensed.
  - If present, test diverter valve.
  - If present, confirm water is dispensed from shower head.
  - Turn control knobs to the off position.
  - If present, open and close enclosure door(s).

**More Information:** - Bathtub or shower components may include, but are not limited to: diverter valve, control valves, shower head, faucet.

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - None

**USEFUL:** - None

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**DEFICIENCY 4 — INSIDE:** [BATHTUB OR SHOWER COMPONENT IS DAMAGED, INOPERABLE, OR MISSING](#)

**DEFICIENCY CRITERIA:**           Bathtub or shower component is damaged (i.e. visibly defective; impacts functionality).

OR

Bathtub or shower component is inoperable (i.e. overall system or component thereof not meeting function or purpose; with or without visible damage).

OR

Bathtub or shower component 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

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

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If bathtub or shower component is damaged, inoperable, or missing, then this may impact the resident's ability to maintain hygiene.
R6	Usability or 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 bathtub or shower component is damaged, inoperable, or missing, then resident may be unable to fully use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If bathtub or shower component is damaged, inoperable, or missing, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look or ensure that the enclosure is complete, including caulking.
  - Look to make sure the control knobs, shower head, diverter valve, and downspout are present.
  - Verify basin is free of rust, chips, and cracks.
- REQUEST FOR HELP:**   - None

- ACTION:**
- Turn the control knobs and ensure water is dispensed.
  - If present, test diverter valve.
  - If present, confirm water is dispensed from shower head.
  - Turn control knobs to the off position.
  - If present, open and close enclosure door(s).

**More Information:** - Bathtub or shower components may include, but are not limited to: diverter valve, control valves, shower head, faucet.

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - None

**USEFUL:** - None

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## SUMMARY OF CHANGES

**TITLE:**                **BATHTUB AND SHOWER**  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Components	Revised common components	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised 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 explanations; added standardized codes and descriptions		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 2</b>	<b>Separated by inspectable locations – Unit and Inside</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 “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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		
<b>Deficiency 3</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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		
<b>Deficiency 4</b>	<b>Added deficiency by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added “Bathtub or shower component is damaged, inoperable, or missing” by inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-23</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-23</b>
<b>Copy edits</b>	<b>----</b>	<b>VI-2</b>	<b>2019-12-23</b>

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

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**DEFINITION:** A box-shaped piece of furniture with doors and/or drawers. Some cabinets stand alone while others may be built into, or attached to, a wall.

Generally, cabinets may have:

- One or more doors on the front, mounted with door hardware, and occasionally a lock
- One or more doors, drawers, and/or shelves

**PURPOSE:** Storing items, including food, sanitation, and household supplies.

**NAME VARIANTS:** Linen cabinet; Vanity cabinet; Kitchen cabinet; Pantry; Cupboard

**COMMON MATERIALS:** Wood; Metal; Laminate; Glass; Plastic; Particle board; Composites

**COMMON COMPONENTS:** Doors; Drawers; Hinges; Knobs; Drawer guide or slide; Shelves; Case or box

**LOCATION:**  Unit      Kitchens, bathrooms, laundry

Inside      Kitchens, bathrooms, laundry

Outside      None

**MORE INFORMATION:** Sharp edges, sinks, and leaks are related standards.

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**DEFICIENCY 1:** Cabinets missing in dwelling unit kitchen

**LOCATION:**  Unit

**DEFICIENCY 2:** Cabinet components are damaged or missing

**LOCATION:**  Unit       Inside

**DEFICIENCY 3:** Cabinet case or box is damaged or loose

**LOCATION:**  Unit       Inside

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DEFICIENCY I — UNIT: CABINETS MISSING IN DWELLING UNIT KITCHEN

DEFICIENCY CRITERIA: Within the dwelling unit kitchen, 25% or more of the cabinets are 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If cabinets are missing in dwelling unit kitchen, then resident may not have sufficient ability to store food and dishes in a safe manner.
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 cabinets are missing in dwelling unit kitchen, then resident is unable to use a feature that is expected to be included and maintained as a part of their rent.
M1	Corrective Maintenance	Direct	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.	If cabinets are missing in dwelling unit kitchen, then resident will likely report this defect and for facilities management to prioritize a work order response to fix that deficiency.

INSPECTION PROCESS:

OBSERVATION: - Look in the dwelling unit kitchen.  
 - Visibly confirm that cabinets are installed and present.

REQUEST FOR HELP: - None

ACTION: - If cabinets missing, calculate the percentage of missing cabinets:  
 - Count the number of total cabinets.  
 - Count the number of missing cabinets.  
 - Divide the total number of cabinets by the missing number of cabinets.

More Information: - Only dwelling unit kitchens are required to have cabinets under this deficiency.  
 - Classifying a kitchen in non-traditional housing units:  
 - A kitchen must contain an area to store, prepare, and cook food.  
 - If all three criteria are not met, then it is not considered a kitchen.  
 - A microwave is a substitute for a range, stove, or oven to establish a kitchen; however, it is not inspected and does not take the place of an inoperable range, stove, or oven.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 2 — UNIT: CABINET COMPONENTS ARE DAMAGED OR MISSING

DEFICIENCY CRITERIA: 50% or more of the kitchen, bath, or laundry cabinet doors, drawers, or shelves are missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

50% or more of the kitchen, bath, or laundry cabinet doors, drawers, or shelves are damaged (i.e. visibly defective; impacts functionality).

OR

50% or more of the kitchen, bath, or laundry cabinet doors, drawers, or shelves are inoperable (i.e. overall system or component thereof not meeting function or purpose; with or without visible damage).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If cabinet components are missing, then resident may not have sufficient ability to store food, dishes, personal or cleaning items in a safe and sanitary manner.
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 cabinet components are missing, then resident may be unable to use a feature that is expected to be included and maintained in 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.	If cabinet components are missing, then they should be identified through normal maintenance activities and the presence of this defect may indicate that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Survey cabinets in all kitchens, bathrooms, and laundry rooms for missing, damaged, or inoperable components.
  - Visually assess the operation of the cabinet.

- Look for shelves mounting bracket or hardware.

REQUEST FOR HELP: - None

ACTION: - Attempt to open every drawer and door.  
- Drawers and doors should open fully until stopped by the inherent limitations of the hinges or slide tracks.  
- Some slide tracks do not have stops; in these instances, open drawer until you can see the back of drawer.  
- Calculate the total number of doors, drawers, and shelves, then divide by the total of missing drawers, doors, and shelves.

More Information: - To calculate percentage of cabinet components that are deficient, evaluate kitchen, bath and laundry cabinet separately.  
- Deficiencies are based on defects observed on individual components (doors, drawers, or shelves) as a percentage of the same component's total for all the cabinets in the room.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 2 — INSIDE: CABINET COMPONENTS ARE DAMAGED OR MISSING

DEFICIENCY CRITERIA: 50% or more of the kitchen, bath, or laundry cabinet doors, drawers, or shelves are missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

50% or more of the kitchen, bath, or laundry cabinet doors, drawers, or shelves are damaged (i.e. visibly defective; impacts functionality).

OR

50% or more of the kitchen, bath, or laundry cabinet doors, drawers, or shelves are inoperable (i.e. overall system or component thereof not meeting function or purpose; with or without visible damage).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If cabinet components are missing, then resident may not have sufficient ability to store food, dishes, or cleaning items in a safe and sanitary manner.
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 cabinet components are missing, then resident may be unable to use a feature that is expected to be included and maintained in 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.	If cabinet components are missing, then they should be identified through normal maintenance activities and the presence of this defect may indicate that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Survey cabinets in all kitchens, bathrooms, and laundry rooms for missing, damaged, or inoperable components.
  - Visually assess the operation of the cabinet.



- Look for shelves mounting bracket or hardware.

REQUEST FOR HELP: - None

ACTION: - Attempt to open every drawer and door.  
- Drawers and doors should open fully until stopped by the inherent limitations of the hinges or slide tracks.  
- Some slide tracks do not have stops; in these instances, open drawer until you can see the back of drawer.  
- Calculate the total number of doors, drawers, and shelves, then divide by the total of missing drawers, doors, and shelves.

More Information: - To calculate percentage of cabinet components that are deficient, evaluate kitchen, bath and laundry cabinet separately.  
- Deficiencies are based on defects observed on individual components (doors, drawers, or shelves) as a percentage of the same component's total for all the cabinets in the room.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 3 — UNIT: CABINET CASE OR BOX IS DAMAGED OR LOOSE

DEFICIENCY CRITERIA: Any one cabinet case or box is damaged (i.e. visibly defective; impacts functionality).

OR

The frame is damaged or not securely attached to the wall.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If cabinets are loose, then they are a hazard and could potentially fall on the resident.
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 cabinets are loose or damaged, then resident may be unable to use a feature that is expected to be included and maintained in their rent.
M1	Corrective Maintenance	Direct	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.	If cabinets are loose or damaged, then it is likely the resident will report it this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 cabinets are loose or damaged, then they should be identified through normal maintenance activities and the presence of this defect may indicate that routine maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If cabinets are loose or damaged, then it may result in a capital cost.

INSPECTION PROCESS:

- OBSERVATION:
- Survey cabinets in all kitchens, bathrooms, and laundry room for damage to the walls, floor, or face.
  - Verify that cabinets are permanently attached to the wall.

- Verify that cabinets are securely mounted to the wall or floor and there is no space between the wall and the cabinets.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 3 — INSIDE: CABINET CASE OR BOX IS DAMAGED OR LOOSE

DEFICIENCY CRITERIA: The frame is not securely attached to the wall.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If cabinets are loose, then they are a hazard and could potentially fall on the resident.
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 cabinets are loose or damaged, then resident may be unable to use a feature that is expected to be included and maintained in their rent.
M1	Corrective Maintenance	Direct	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.	If cabinets are loose or damaged, then it is likely the resident will report it this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 cabinets are loose or damaged, then they should be identified through normal maintenance activities and the presence of this defect may indicate that routine maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If cabinets are loose or damaged, then it may result in a capital cost.

INSPECTION PROCESS:

- OBSERVATION: - Verify that cabinets are permanently attached to the wall.  
 - Verify that cabinets are securely mounted to the wall or floor and there is no space between the wall and the cabinets.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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**SUMMARY OF CHANGES**

**TITLE:** CABINETS  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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 location — Unit</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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		
<b>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		

Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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		
<b>Deficiency 3</b>	<b>Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Copy edits</b>	<b>----</b>	<b>VI-2</b>	<b>2019-12-26</b>

TITLE: [CALL-FOR-AID SYSTEM](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: A call system used by a resident to summon aid during a medical emergency.

PURPOSE: Provides resident with a means to alert emergency service.

NAME VARIANTS: Alert system; Medical alert system

COMMON MATERIALS: Plastic; Metal; Rubber

COMMON COMPONENTS: Annunciator; Pull cord; Speaker; Lights; Alarm; Faceplate

LOCATION:  Unit Bathroom, bedroom, hallway  
 Inside Common area, including bathroom and hallway  
 Outside None

MORE INFORMATION: For the purposes of this inspection, personal “Wireless Call-For-Aid Systems” typically worn around a resident’s neck are not to be inspected.

DEFICIENCY 1: Pull cord is missing or end is higher than 6 inches off the floor

LOCATION:  Unit  Inside

DEFICIENCY 2: System does not function properly

LOCATION:  Unit  Inside

DEFICIENCY 3: System is blocked

LOCATION:  Unit  Inside



DEFICIENCY I — UNIT: [PULL CORD IS MISSING OR END IS HIGHER THAN 6 INCHES OFF THE FLOOR](#)

DEFICIENCY CRITERIA: Pull cord is missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

Pull cord end is higher than 6 inches off the floor.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If pull cord is missing or end is higher than 6 inches off the floor, and the resident is unable to reach the cord, then they may not have access to medical care as their ability to alert emergency services is impacted.
R2	Safety	Indirect	Resident could be injured because of this condition.	If pull cord is missing or end is higher than 6 inches off the floor, and the resident is unable to reach the cord, then they may be injured when attempting to reach the cord.
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 pull cord is missing or end is higher than 6 inches off the floor, then the resident may not be able to fully utilize the device which is assumed to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If pull cord is missing or end is higher than 6 inches off the floor, then it is likely that complaint-based work orders are not being addressed.
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 pull cord is missing or end is higher than 6 inches off the floor, then it is likely that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look for a call-for-aid system along the walls in the bedroom, bathroom, and hallways.
  - Look to see if cord is present if required, not all call-for-aid systems will have a cord, some may have a button
- REQUEST FOR HELP:**
- None
- ACTION:**
- Measure the distance between the end of the pull cord and the floor
  - If greater than 6 inches, record a deficiency
- More Information:**
- None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- Distance measuring device
- USEFUL:**
- None
-

DEFICIENCY I — INSIDE: [PULL CORD IS MISSING OR END IS HIGHER THAN 6 INCHES OFF THE FLOOR](#)

DEFICIENCY CRITERIA: Pull cord is missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

Pull cord end is higher than 6 inches off the floor.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If pull cord is missing or end is higher than 6 inches off the floor, and the resident is unable to reach the cord, then they may not have access to medical care as their ability to alert emergency services is impacted.
R2	Safety	Indirect	Resident could be injured because of this condition.	If pull cord is missing or end is higher than 6 inches off the floor, and the resident is unable to reach the cord, then they may be injured when attempting to reach the cord.
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 pull cord is missing or end is higher than 6 inches off the floor, then the resident may not be able to fully utilize the device which is assumed to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If pull cord is missing or end is higher than 6 inches off the floor, then it is likely that complaint-based work orders are not being addressed.
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 pull cord is missing or end is higher than 6 inches off the floor, then it is likely that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look for a call-for-aid system along the walls in the bedroom, bathroom, and hallways.
  - Look to see if cord is present if required, not all call-for-aid systems will have a cord, some may have a button
- REQUEST FOR HELP:**
- None
- ACTION:**
- Measure the distance between the end of the pull cord and the floor
  - If greater than 6 inches, record a deficiency
- More Information:**
- None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- Distance measuring device
- USEFUL:**
- None
-

DEFICIENCY 2 — UNIT: SYSTEM DOES NOT FUNCTION PROPERLY

DEFICIENCY CRITERIA: A call-for-aid system does not emit sound or light or send signal to annunciator.

OR

The annunciator does not indicate the correct corresponding room.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If call-for-aid system is not functioning properly, then resident may not have access to medical care as their ability to alert emergency services is impacted.
R2	Safety	Direct	Resident could be injured because of this condition.	If call-for-aid system is not functioning properly, then resident may not have access to medical care as their ability to alert emergency services is impacted.
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 call-for-aid system is not functioning properly, then resident may not be able to fully utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If call-for-aid system is not functioning properly, then resident will likely report the defect and its presence may indicate that complaint-based work orders are not being addressed.
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 call-for-aid system is not functioning properly, then its presence may indicate that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Confirm cord is not coiled or tied up/off.
  - Listen to verify that the system emits an audible alarm, if so designed.

- Verify system emits visual alarm, if so designed.

- REQUEST FOR HELP:
- Ask the POA if the call-for-aid system is monitored onsite or offsite.
  - If monitored offsite, request the POA to notify the offsite monitor and ask them to put the system on test.
  - Ask the POA to station a staff person with a cellphone or 2-way radio at the annunciator panel to standby for the alarm to activate and to contact the POA once the alarm activates.

- ACTION:
- Approach each call-for-aid station within unit.
  - Pull the pull cord from its lowest hanging point.
  - Verify that the system emits a visual alarm, such as flashing light and alerts at the annunciator panel.
  - If call-for-aid system is unable to be put on test, record deficiency for each call-for-aid pull station.

- More Information: If property has third party documentation of call-for-aid inspection:
- Inspector does not need to test all pull stations.
  - Verify documentation addresses all parts of the call-for-aid system.
  - If valid or certified third-party inspection has been completed in the last 12 months of inspection, do not test call for aid interface.

If call-for-aid system abandoned:

- Do not evaluate call-for-aid systems if all pull stations have been removed and all that remains is the indicator lights, audible indicators, or annunciator panel.
- The primary consideration is that no part of the user interface remains.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — INSIDE: SYSTEM DOES NOT FUNCTION PROPERLY

DEFICIENCY CRITERIA: A call-for-aid system does not emit sound or light or send signal to annunciator.

OR

The annunciator does not indicate the correct corresponding room.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If call-for-aid system is not functioning properly, then resident may not have access to medical care as their ability to alert emergency services is impacted.
R2	Safety	Direct	Resident could be injured because of this condition.	If call-for-aid system is not functioning properly, then resident may not have access to medical care as their ability to alert emergency services is impacted.
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 call-for-aid system is not functioning properly, then resident may not be able to fully utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If call-for-aid system is not functioning properly, then resident will likely report the defect and its presence may indicate that complaint-based work orders are not being addressed.
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 call-for-aid system is not functioning properly, then its presence may indicate that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Confirm cord is not coiled or tied up/off.
  - Listen to verify that the system emits an audible alarm, if so designed.

- Verify system emits visual alarm, if so designed.

**REQUEST FOR HELP:**

- Ask the POA if the call-for-aid system is monitored onsite or offsite.
- If monitored offsite, request the POA to notify the offsite monitor and ask them to put the system on test.
- Ask the POA to station a staff person with a cellphone or 2-way radio at the annunciator panel to standby for the alarm to activate and to contact the POA once the alarm activates.

**ACTION:**

- Approach each call-for-aid station within shared space.
- Pull the pull cord from its lowest hanging point.
- Verify that the system emits a visual alarm, such as flashing light and alerts at the annunciator panel.
- If call-for-aid system is unable to be put on test, record deficiency for each call-for-aid pull station.

**More Information:** If property has third party documentation of call-for-aid inspection:

- Inspector does not need to test all pull stations.
- Verify documentation addresses all parts of the call-for-aid system.
- If valid or certified third-party inspection has been completed in the last 12 months of inspection, do not test call for aid interface.

If call-for-aid system abandoned:

- Do not evaluate call-for-aid systems if all pull stations have been removed and all that remains is the indicator lights, audible indicators, or annunciator panel.
- The primary consideration is that no part of the user interface remains.

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - None

**USEFUL:** - None

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DEFICIENCY 3 — UNIT: [SYSTEM IS BLOCKED](#)

DEFICIENCY CRITERIA: Call-for-aid system is blocked.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If call-for-aid system is blocked, then resident may not have access to medical care as their ability to alert emergency services is impacted.
R2	Safety	Direct	Resident could be injured because of this condition.	If call-for-aid system is blocked, then resident may not have access to medical care as their ability to alert emergency services is impacted.
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 call-for-aid system is blocked, then resident may not be able to fully utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If call-for-aid system is blocked, then its presence may indicate that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the call-for-aid system and visually inspect for any obstruction that would prevent a resident from accessing the system (e.g. furniture and equipment, clothes, plants, etc.).
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY 3 — INSIDE: [SYSTEM IS BLOCKED](#)

DEFICIENCY CRITERIA: Call-for-aid system is blocked.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If call-for-aid system is blocked, then resident may not have access to medical care as their ability to alert emergency services is impacted.
R2	Safety	Direct	Resident could be injured because of this condition.	If call-for-aid system is blocked, then resident may not have access to medical care as their ability to alert emergency services is impacted.
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 call-for-aid system is blocked, then resident may not be able to fully utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If call-for-aid system is blocked, then its presence may indicate that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the call-for-aid system and visually inspect for any obstruction that would prevent a resident from accessing the system (e.g. furniture and equipment, clothes, plants, etc.).
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

**SUMMARY OF CHANGES**

**TITLE:** CALL-FOR-AID SYSTEM  
**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
Purpose	Field added	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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Separated by inspectable locations – Unit and Inside</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 “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV – Correction Timeframe	Field added; response input as “24 hours”		
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 3</b>	<b>Removed previous deficiency 3; replaced with previous deficiency 4 Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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		

TITLE: CARBON MONOXIDE DETECTOR

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: Device that detects elevated levels of carbon monoxide and signals via auditory or visual alarm in order to prevent carbon monoxide poisoning.

PURPOSE: Detect and signal elevated carbon monoxide levels to prevent poisoning.

NAME VARIANTS: Carbon monoxide alarm; CO detector; CO alarm

COMMON MATERIALS: Plastic

COMMON COMPONENTS: Sensor; Power source or battery; Casing; Wiring; Base; Alarm or alarm circuit; Light; LCD panel or visual display; Microprocessor; Circuit board

LOCATION:  Unit

- Within 15 feet of sleeping areas.
- Within 15 feet of a fuel-fired or combustion appliance.
- Within 15 feet of an attached garage.
- In bedroom where a fuel fired appliance is located.

Inside

- Within 15 feet of a fuel-fired or combustion appliance.

Outside

None

MORE INFORMATION: None

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DEFICIENCY 1: Carbon monoxide detector is missing, not installed, or not installed in proper location

LOCATION:  Unit  Inside

DEFICIENCY 2: Carbon monoxide detector is obstructed

LOCATION:  Unit  Inside

DEFICIENCY 3: Carbon monoxide detector does not produce audio or visual alarm when tested

LOCATION:  Unit  Inside

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DEFICIENCY I — UNIT: CARBON MONOXIDE DETECTOR IS MISSING, NOT INSTALLED, OR NOT INSTALLED IN PROPER LOCATION

DEFICIENCY CRITERIA: Carbon monoxide detector is missing (i.e., evidence of prior installation, but now not present or is incomplete).  
 OR  
 Carbon monoxide detector was not installed (i.e., never installed, but should have been).  
 OR  
 Carbon monoxide detector is not present in the following locations:

- Within 15 feet of sleeping areas in a unit.
- Within 15 feet of a fuel-fired or combustion (i.e., gas, wood, oil) appliance (e.g., furnace, water heater, fireplace, stove/range).
- Within 15 feet of an attached garage in the unit.
- In bedroom where a fuel fired appliance (e.g., fireplace) is located.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.  
 CORRECTION TIMEFRAME: 24 hours  
 HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If carbon monoxide detector is not present and there is carbon monoxide leak, then the health of the resident may be at risk due to potential carbon monoxide poisoning.
R2	Safety	Indirect	Resident could be injured because of this condition.	If carbon monoxide detector is not present and there is carbon monoxide leak, then the safety of the resident may be at risk due to potential carbon monoxide poisoning.
R6	Usability or 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 carbon monoxide detector is not present, then resident may not be able to use a feature that is expected to be provided and maintained as part of the 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.	If carbon monoxide detector is not present, then it will likely be observed during routine maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Check for the presence of a carbon monoxide detector on walls, ceilings, closets, basements, and stairwells.

REQUEST FOR HELP: - Ask POA to identify the location of any fuel-fired or combustible appliance or if the garage shares a common wall, ceiling, or floor with the unit.

ACTION: - Confirm carbon monoxide detector is present.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY I — INSIDE: [CARBON MONOXIDE DETECTOR IS MISSING, NOT INSTALLED, OR NOT INSTALLED IN PROPER LOCATION](#)

DEFICIENCY CRITERIA: Carbon monoxide detector is missing (i.e., evidence of prior installation, but now not present or is incomplete).  
 OR  
 Carbon monoxide detector was not installed (i.e., never installed, but should have been).  
 OR  
 Carbon monoxide detector is not present in the following locations:  
 - Within 15 feet of a fuel-fired or combustion (i.e., gas, wood, oil) appliance (e.g., furnace, water heater, fireplace, stove/range).

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.  
 CORRECTION TIMEFRAME: 24 hours  
 HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If carbon monoxide detector is not present and there is carbon monoxide leak, then the health of the resident may be at risk due to potential carbon monoxide poisoning.
R2	Safety	Indirect	Resident could be injured because of this condition.	If carbon monoxide detector is not present and there is carbon monoxide leak, then the safety of the resident may be at risk due to potential carbon monoxide poisoning.
R6	Usability or 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 carbon monoxide detector is not present, then resident may not be able to use a feature that is expected to be provided and maintained as part of the 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.	If carbon monoxide detector is not present, then it will likely be observed during routine maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Check for the presence of a carbon monoxide detector on walls, ceilings, closets, basements, and stairwells.  
 REQUEST FOR HELP: - Ask POA to identify the location of any fuel-fired or combustible appliance.  
 ACTION: - Confirm carbon monoxide detector is present.



More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 2 — UNIT: CARBON MONOXIDE DETECTOR IS OBSTRUCTED

DEFICIENCY CRITERIA: Carbon monoxide detector is obstructed

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If carbon monoxide detector is obstructed and there is a carbon monoxide leak, then the resident's health may be at risk.
R2	Safety	Indirect	Resident could be injured because of this condition.	If carbon monoxide detector is obstructed and there is a carbon monoxide leak, then the resident may not be alerted.
R6	Usability or 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 carbon monoxide detector is obstructed, then resident may not be able to use a feature that is expected to be provided and maintained as part of the 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.	If carbon monoxide detector is obstructed, then it will likely be observed during routine maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for presence of a carbon monoxide detector.

REQUEST FOR HELP: - None

ACTION: - Determine if carbon monoxide detector is covered by a foreign object (e.g., plastic bag, shower cap, zip-tie, paint, tape).

More Information: - A combination smoke and CO alarm should be evaluated under both the CO detector and smoke alarm standards.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 2 — INSIDE: [CARBON MONOXIDE DETECTOR IS OBSTRUCTED](#)

DEFICIENCY CRITERIA: Carbon monoxide detector is obstructed

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If carbon monoxide detector is obstructed and there is a carbon monoxide leak, then the resident's health may be at risk.
R2	Safety	Indirect	Resident could be injured because of this condition.	If carbon monoxide detector is obstructed and there is a carbon monoxide leak, then the resident may not be alerted.
R6	Usability or 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 carbon monoxide detector is obstructed, then resident may not be able to use a feature that is expected to be provided and maintained as part of the 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.	If carbon monoxide detector is obstructed, then it will likely be observed during routine maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for presence of a carbon monoxide detector.

REQUEST FOR HELP: - None

ACTION: - Determine if carbon monoxide detector is covered by a foreign object (e.g., plastic bag, shower cap, zip-tie, paint, tape).

More Information: - A combination smoke and CO alarm should be evaluated under both the CO detector and smoke alarm standards.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 3 — UNIT: [CARBON MONOXIDE DETECTOR DOES NOT PRODUCE AUDIO OR VISUAL ALARM WHEN TESTED](#)

DEFICIENCY CRITERIA: Carbon monoxide detector does not produce audio or visual alarm when tested.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If carbon monoxide detector does not produce alarm, and there is carbon monoxide leak, then the health and safety of the resident could be at risk as they may not be alerted.
R2	Safety	Indirect	Resident could be injured because of this condition.	If carbon monoxide detector does not produce alarm, and there is carbon monoxide leak, then the health and safety of the resident could be at risk as they may not be alerted.
R6	Usability or 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 carbon monoxide detector does not produce audio or visual alarm, then resident may not be able to use a feature that is expected to be provided and maintained as part of the 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.	If carbon monoxide detector does not produce audio or visual alarm, then it will likely be observed during routine maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed as carbon monoxide detectors should be tested monthly and batteries changed yearly.

INSPECTION PROCESS:

OBSERVATION: - Look at carbon monoxide detector to find a test button; if no test button is present, disregard this deficiency.  
 - Look to see if light on carbon monoxide detector flashes, strobes, or changes pattern in any way.  
 - Listen to hear if an alarm is emitted from the carbon monoxide detector.

REQUEST FOR HELP: - If test button is over 8 feet high, may ask POA to press test button.

ACTION: - If test button is less than 8 feet high, press test button.

More Information: - If batteries are dead, then CO detector should be evaluated under this deficiency.  
 - Any CO detector that is present should be evaluated under this deficiency.  
 - May utilize tool to press test button.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Telescoping pole or ladder

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DEFICIENCY 3 — INSIDE: [CARBON MONOXIDE DETECTOR DOES NOT PRODUCE AUDIO OR VISUAL ALARM WHEN TESTED](#)

DEFICIENCY CRITERIA: Carbon monoxide detector does not produce audio or visual alarm when tested.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If carbon monoxide detector does not produce alarm, and there is carbon monoxide leak, then the health and safety of the resident could be at risk as they may not be alerted.
R2	Safety	Indirect	Resident could be injured because of this condition.	If carbon monoxide detector does not produce alarm, and there is carbon monoxide leak, then the health and safety of the resident could be at risk as they may not be alerted.
R6	Usability or 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 carbon monoxide detector does not produce audio or visual alarm, then resident may not be able to use a feature that is expected to be provided and maintained as part of the 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.	If carbon monoxide detector does not produce audio or visual alarm, then it will likely be observed during routine maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed as carbon monoxide detectors should be tested monthly and batteries changed yearly.

INSPECTION PROCESS:

OBSERVATION: - Look at carbon monoxide detector to find a test button; if no test button is present, disregard this deficiency.  
 - Look to see if light on carbon monoxide detector flashes, strobes, or changes pattern in any way.  
 - Listen to hear if an alarm is emitted from the carbon monoxide detector.

REQUEST FOR HELP: - If test button is over 8 feet high, may ask POA to press test button.

ACTION: - If test button is less than 8 feet high, press test button.

More Information: - If batteries are dead, then CO detector should be evaluated under this deficiency.  
 - Any CO detector that is present should be evaluated under this deficiency.  
 - May utilize tool to press test button.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Telescoping pole or ladder

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**SUMMARY OF CHANGES**

**TITLE:** CARBON MONOXIDE DETECTOR  
**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 Materials	Revised common materials	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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV – Correction Timeframe	Field added; response input as “24 hours”		
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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		



HCV – Correction Timeframe	Field added; response input as “24 hours”
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 3</b>	<b>Separated by inspectable locations – Unit and Inside</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 “Life-Threatening” determination; added standardized description
Correction Timeframe	Field added; response input as “24 hours”
HCV – Correction Timeframe	Field added; response input as “24 hours”
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions
Inspection Process	Added more information
Tools or Equipment	Field added to deficiency; response revised

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

**DEFINITION:** The upper interior surface of a room that provides separation between rooms, spaces, and floors.

**PURPOSE:** Ceilings enclose a room, protect shaft or circulation space, create enclosure of and separation between spaces, control the diffusion of light and sound around a room.

They have fire resistant properties and may also accommodate building services such as vents, lighting, sprinkler heads and so on, as well as being able to conceal other services such as ducts, pipes, and wiring.

**NAME VARIANTS:** Lid

**COMMON MATERIALS:** Drywall; Wood; Ceiling tiles; Metal; Plaster; Gypsum; Concrete

**COMMON COMPONENTS:** Joists; Noggins or struts; Lateral restraints; Insulation; Ceiling board; Coving; Grid system

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Upper interior surface of room
<input checked="" type="checkbox"/>	Inside	Upper interior surface of room
<input type="checkbox"/>	Outside	None

**MORE INFORMATION:** For the purpose of this inspection, lofted ceilings are evaluated under this standard

**DEFICIENCY 1:** Ceiling has unstable surface

**LOCATION:**  Unit  Inside

**DEFICIENCY 2:** Ceiling has hole

**LOCATION:**  Unit  Inside

**DEFICIENCY 3:** Ceiling has sign of structural failure

**LOCATION:**  Unit  Inside

DEFICIENCY I — UNIT: CEILING HAS UNSTABLE SURFACE

DEFICIENCY CRITERIA: Ceiling has unstable surface.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If ceiling has unstable surface, then resident could be injured by falling debris.
R6	Usability or 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 ceiling has unstable surface, then a feature of the home that is expected to be provided and maintained as part of the resident's rent may be jeopardized.
M1	Corrective Maintenance	Direct	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.	If ceiling has unstable surface, then it is likely resident will report this and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the ceiling to identify any evidence of damaged or unstable surfaces (e.g., drywall, gypsum, or ceiling tiles missing or detached, or the presence of bubbling, deflection, loose joint tape, or loose panels).

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Cosmetic damage is not evaluated under this defect — inspector should reference applicable item standards for (e.g., Lead-based paint, Leaks, etc.).

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY I — INSIDE: CEILING HAS UNSTABLE SURFACE

DEFICIENCY CRITERIA: Ceiling has unstable surface.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If ceiling has unstable surface, then resident could be injured by falling debris.
R6	Usability or 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 ceiling has unstable surface, then a feature of the home that is expected to be provided and maintained as part of the resident's rent may be jeopardized.
M1	Corrective Maintenance	Direct	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.	If ceiling has unstable surface, then it is likely resident will report this and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the ceiling to identify any evidence of damaged or unstable surfaces (e.g., drywall, gypsum, or ceiling tiles missing or detached, or the presence of bubbling, deflection, loose joint tape, or loose panels).

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Cosmetic damage is not evaluated under this defect — inspector should reference applicable item standards for (e.g., Lead-based paint, Leaks, etc.).

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — UNIT: [CEILING HAS HOLE](#)

DEFICIENCY CRITERIA: Hole is present that opens directly to the outside environment.

OR

Hole is present that is 2 inches or greater in diameter.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If ceiling has hole, then resident may be exposed to potentially harmful materials that may be in the space above the ceiling (e.g. weather, insulation, vermin).
R2	Safety	Indirect	Resident could be injured because of this condition.	If ceiling has hole, then it may compromise the fire stop and smoke stop properties of a ceiling. Openings (including those due to breaking, displacing, or removing ceiling tiles) can enable hot gases and smoke from a fire to rise and accumulate above detectors and sprinklers, which can delay their activation, enabling fires to rapidly grow larger before an alarm and response can occur. This has the potential to put residents at increased risk in the event of a fire.
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 ceiling has hole, then resident is unable to fully rely on or utilize a feature that is expected to be provided and maintained as part of their rent.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If ceiling has hole, then it may result in the resident paying more in utility costs.
M1	Corrective Maintenance	Direct	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.	If ceiling has hole, then it is likely resident will report this and the presence of this defect may indicate that complaint-based work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look at the ceiling and identify any hole.  
- Determine if hole opens directly to the outside environment.
- REQUEST FOR HELP:** - None
- ACTION:** - Measure size of hole.
- More Information:** - None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - Distance measuring device
- USEFUL:** - Flashlight
-

DEFICIENCY 2 — INSIDE: [CEILING HAS HOLE](#)

DEFICIENCY CRITERIA: Hole is present that opens directly to the outside environment.

OR

Hole is present that is 2 inches or greater in diameter.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If ceiling has hole, then resident may be exposed to potentially harmful materials that may be in the space above the ceiling (e.g. weather, insulation, vermin).
R2	Safety	Indirect	Resident could be injured because of this condition.	If ceiling has hole, then it may compromise the fire stop and smoke stop properties of a ceiling. Openings (including those due to breaking, displacing, or removing ceiling tiles) can enable hot gases and smoke from a fire to rise and accumulate above detectors and sprinklers, which can delay their activation, enabling fires to rapidly grow larger before an alarm and response can occur. This has the potential to put residents at increased risk in the event of a fire.
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 ceiling has hole, then resident is unable to fully rely on or utilize a feature that is expected to be provided and maintained as part of their rent.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If ceiling has hole, then it may result in the resident paying more in utility costs.
M1	Corrective Maintenance	Direct	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.	If ceiling has hole, then it is likely resident will report this and the presence of this defect may indicate that complaint-based work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look at the ceiling and identify any hole.  
- Determine if hole opens directly to the outside environment.
- REQUEST FOR HELP:** - None
- ACTION:** - Measure size of hole.
- More Information:** - None

---

**TOOLS OR EQUIPMENT:**

- REQUIRED:** - Distance measuring device
- USEFUL:** - Flashlight
-



DEFICIENCY 3 — UNIT: CEILING HAS SIGN OF STRUCTURAL FAILURE

DEFICIENCY CRITERIA: There is sagging or dropping of the plasterboard sheeting and/or the cornice.

OR

There is cracking and/or small circles or blisters (nail pops) on the ceiling (which are a sign the plasterboard sheeting may be pulling away from the nails or screws).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If ceiling has sign of structural failure, then resident could be injured by failing materials.
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 ceiling has sign of structural failure, then resident is unable to fully rely on or utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If ceiling has sign of structural failure, then it is likely resident will report this and the presence of this defect may indicate that complaint-based work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If ceiling has sign of structural failure, then it may be costly to repair.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If ceiling has sign of structural failure, then there may be a structural failure of the building.

INSPECTION PROCESS:

OBSERVATION: - Look at the ceiling to identify any evidence of potential structural failure.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 3 — INSIDE: [CEILING HAS SIGN OF STRUCTURAL FAILURE](#)

DEFICIENCY CRITERIA: There is sagging or dropping of the plasterboard sheeting and/or the cornice.

OR

There is cracking and/or small circles or blisters (nail pops) on the ceiling (which are a sign the plasterboard sheeting may be pulling away from the nails or screws).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If ceiling has sign of structural failure, then resident could be injured by failing materials.
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 ceiling has sign of structural failure, then resident is unable to fully rely on or utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If ceiling has sign of structural failure, then it is likely resident will report this and the presence of this defect may indicate that complaint-based work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If ceiling has sign of structural failure, then it may be costly to repair.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If ceiling has sign of structural failure, then there may be a structural failure of the building.

INSPECTION PROCESS:

OBSERVATION: - Look at the ceiling to identify any evidence of potential structural failure.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

**SUMMARY OF CHANGES**

**TITLE:** CEILING  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		

Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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>Deficiency 3</b>	<b>Added deficiency by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added "Ceiling has sign of structural failure" by inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-23</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-23</b>

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

**DEFINITION:** A vertical channel or pipe that conducts smoke and combustion gases up from a fire or furnace and typically through the roof of a building.

**PURPOSE:** To provide a path and/or support for a chimney liner (flue or vent) that carries smoke and combustion gases from flue and furnace to the outside.

**NAME VARIANTS:** Chimney; Flue; Exhaust Vent

**COMMON MATERIALS:** Brick; Concrete; Masonry veneer; Masonry block; Stucco; Wood; Vinyl; Clay; Metal

**COMMON COMPONENTS:** Cap; Flue; Liner; Crown; Damper; Pipe

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Living room or wherever a fireplace, wood burning stove, or gas or combustible furnace is located
<input checked="" type="checkbox"/>	Inside	Living room or wherever a fireplace, wood burning stove, or gas or combustible furnace is located
<input checked="" type="checkbox"/>	Outside	Roof

**MORE INFORMATION:** None

**DEFICIENCY 1:** Chimney flue is missing or damaged  
**LOCATION:**  Outside

**DEFICIENCY 2:** Damper will not open or stay open  
**LOCATION:**  Unit  Inside

**DEFICIENCY 3:** Liner, flue, or chimney structure has a hole of any size  
**LOCATION:**  Unit  Inside  Outside

**DEFICIENCY 4:** Chimney surface is damaged or missing materials  
**LOCATION:**  Unit  Inside  Outside

**DEFICIENCY 5:** Chimney is misaligned, detached, or leaning away from building  
**LOCATION:**  Outside

DEFICIENCY I — OUTSIDE: [CHIMNEY FLUE IS MISSING OR DAMAGED](#)

DEFICIENCY CRITERIA: A fireplace or wood-burning stove has a misaligned, disconnected, blocked, or missing triple metal wall chimney flue.

OR

A fireplace or wood-burning stove has a blocked, or missing brick and clay chimney flue.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If chimney flue is missing or damaged, then the interior air quality may be affected, and the resident may be exposed to carbon monoxide.
R2	Safety	Direct	Resident could be injured because of this condition.	If chimney flue is missing or damaged, then there is a potential for fire resulting from sparks. The resident may also be exposed to smoke or pollutants.
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 chimney flue is missing or damaged, then the fireplace cannot be properly vented through the chimney.
M1	Corrective Maintenance	Direct	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.	If chimney flue is missing or damaged, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If chimney flue is missing or damaged, then it is likely that preventative maintenance activities are not being addressed as chimneys are to be inspected every 1-2 years.

INSPECTION PROCESS:

OBSERVATION: - Look for damage to the flue on the outside of the building in a location that corresponds directly to an inside fireplace or wood-burning stove.



REQUEST FOR HELP: - Ask resident if the fireplace is operational, or if smoke is coming into the dwelling.

ACTION: - None

More Information: - None

---

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 2 — UNIT: [DAMPER WILL NOT OPEN OR STAY OPEN](#)

DEFICIENCY CRITERIA: The damper does not open.

OR

The damper will not stay open.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If the damper will not open or remain open, and smoke or pollutants are present, then the interior air quality may be jeopardized, which may expose the resident to carbon monoxide and/or cause breathing issues for vulnerable populations.
R2	Safety	Direct	Resident could be injured because of this condition.	If the damper will not open or remain open, then resident may be exposed to smoke or pollutants. Also, if this defect is present, and there is a presence of fire or combustion gases, then there is a potential for fire resulting from sparks.
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 the damper will not open or remain open, then the fireplace cannot be properly vented through the chimney.
M1	Corrective Maintenance	Direct	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.	If the damper will not open or remain open, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If the damper will not open or remain open, then it is likely that preventative maintenance activities are not being addressed as chimneys are to be inspected every 1-2 years.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look to see if the damper opens and stays open.
- REQUEST FOR HELP:** - None
- ACTION:** - Open the chimney damper.
- More Information:** - A gas log kit installed in a masonry, manufactured fireplace, or fireplace insert will require a damper hold-open device.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
-

DEFICIENCY 2 — INSIDE: [DAMPER WILL NOT OPEN OR STAY OPEN](#)

DEFICIENCY CRITERIA: The damper does not open

OR

The damper will not stay open.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If the damper will not open or remain open, and smoke or pollutants are present, then the interior air quality may be jeopardized, which may expose the resident to carbon monoxide and/or cause breathing issues for vulnerable populations.
R2	Safety	Direct	Resident could be injured because of this condition.	If the damper will not open or remain open, then resident may be exposed to smoke or pollutants. Also, if this defect is present, and there is a presence of fire or combustion gases, then there is a potential for fire resulting from sparks.
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 the damper will not open or remain open, then the fireplace cannot be properly vented through the chimney.
M1	Corrective Maintenance	Direct	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.	If the damper will not open or remain open, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If the damper will not open or remain open, then it is likely that preventative maintenance activities are not being addressed as chimneys are to be inspected every 1-2 years.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look to see if the damper opens and stays open.
- REQUEST FOR HELP:** - None
- ACTION:** - Open the chimney damper.
- More Information:** - A gas log kit installed in a masonry, manufactured fireplace, or fireplace insert will require a damper hold-open device.

---

**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
-

DEFICIENCY 3 — UNIT: [LINER, FLUE, OR CHIMNEY STRUCTURE HAS A HOLE OF ANY SIZE](#)

DEFICIENCY CRITERIA: The flue has a hole of any size that effects the ability to draft and allows the venting of gasses into the interior space.

OR

The flue has damage that effects the ability to draft and allows the venting of gasses into the interior space.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If liner, flue, or chimney structure has a hole, and smoke or pollutants are present, then the interior air quality may be jeopardized, which may expose the resident to carbon monoxide and/or cause breathing issues for vulnerable populations.
R2	Safety	Direct	Resident could be injured because of this condition.	If liner, flue, or chimney structure has a hole, then resident may be exposed to smoke or pollutants. Also, if this defect is present, and there is a presence of fire or combustion gases, then there is a potential for fire resulting from sparks.
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 liner, flue, or chimney structure has a hole, then the fireplace cannot be properly vented through the chimney.
M1	Corrective Maintenance	Direct	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.	If liner, flue, or chimney structure has a hole, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If liner, flue, or chimney structure has a hole, then it is likely that preventative maintenance activities are not being addressed as chimneys are to be inspected every 1-2 years.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look for a hole of any size on the liner, pipe, or chimney structure.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - Brick chimneys are not included in this deficiency.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
-

DEFICIENCY 3 — INSIDE: [LINER, FLUE, OR CHIMNEY STRUCTURE HAS A HOLE OF ANY SIZE](#)

DEFICIENCY CRITERIA: The flue has a hole of any size that effects the ability to draft and allows the venting of gasses into the interior space.

OR

The flue has damage that effects the ability to draft and allows the venting of gasses into the interior space.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If liner, flue, or chimney structure has a hole, and smoke or pollutants are present, then the interior air quality may be jeopardized, which may expose the resident to carbon monoxide and/or cause breathing issues for vulnerable populations.
R2	Safety	Direct	Resident could be injured because of this condition.	If liner, flue, or chimney structure has a hole, then resident may be exposed to smoke or pollutants. Also, if this defect is present, and there is a presence of fire or combustion gases, then there is a potential for fire resulting from sparks.
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 liner, flue, or chimney structure has a hole, then the fireplace cannot be properly vented through the chimney.
M1	Corrective Maintenance	Direct	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.	If liner, flue, or chimney structure has a hole, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If liner, flue, or chimney structure has a hole, then it is likely that preventative maintenance activities are not being addressed as chimneys are to be inspected every 1-2 years.



**INSPECTION PROCESS:**

- OBSERVATION:** - Look for a hole of any size on the liner, pipe, or chimney structure.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - Brick chimneys are not included in this deficiency.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
-

DEFICIENCY 3 — OUTSIDE: [LINER, FLUE, OR CHIMNEY STRUCTURE HAS A HOLE OF ANY SIZE](#)

DEFICIENCY CRITERIA: The flue has a hole of any size that effects the ability to draft and allows the venting of gasses into the interior space.

OR

The flue has damage that effects the ability to draft and allows the venting of gasses into the interior space.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If liner, flue, or chimney structure has a hole, and smoke or pollutants are present, then resident may be exposed to carbon monoxide.
R2	Safety	Direct	Resident could be injured because of this condition.	If liner, flue, or chimney structure has a hole, then resident may be exposed to smoke or pollutants. Also, if this defect is present, and there is a presence of fire or combustion gases, then there is a potential for fire resulting from sparks.
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 liner, flue, or chimney structure has a hole, then the fireplace cannot be properly vented through the chimney.
M1	Corrective Maintenance	Direct	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.	If liner, flue, or chimney structure has a hole, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If liner, flue, or chimney structure has a hole, then it is likely that preventative maintenance activities are not being addressed as chimneys are to be inspected every 1-2 years.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look for a hole of any size on the liner, pipe, or chimney structure.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - Brick chimneys are not included in this deficiency.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
-

DEFICIENCY 4 — UNIT: [CHIMNEY SURFACE IS DAMAGED OR MISSING MATERIALS](#)

DEFICIENCY CRITERIA: Any of the materials on the chimney damaged, missing, loose, or have fallen.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If chimney surface is damaged or missing materials, then resident may be injured by falling debris.
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 chimney surface is damaged or missing materials, then the fireplace may not be properly vented through the chimney.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If chimney surface is damaged or missing materials, and the fireplace is used as a heating source, then resident may incur additional heating costs.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If chimney surface is damaged or missing materials, then it is likely that preventative maintenance activities are not being addressed as chimneys are to be inspected every 1-2 years.

INSPECTION PROCESS:

OBSERVATION: - Look at the areas of the chimney and the materials that the chimney is made of, as well the areas close by (e.g. the floor or roof).  
 - Look at the surface materials of chimney to see if there is damage, including, but not limited to:  
 - Missing, cracked, or spalling mortar  
 - Other cracks  
 - Non-penetrating holes  
 - Missing siding

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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DEFICIENCY 4 — INSIDE: [CHIMNEY SURFACE IS DAMAGED OR MISSING MATERIALS](#)

DEFICIENCY CRITERIA: Any of the materials on the chimney damaged, missing, loose, or have fallen.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If chimney surface is damaged or missing materials, then resident may be injured by falling debris.
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 chimney surface is damaged or missing materials, then the fireplace may not be properly vented through the chimney.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If chimney surface is damaged or missing materials, then it is likely that preventative maintenance activities are not being addressed as chimneys are to be inspected every 1-2 years.

INSPECTION PROCESS:

- OBSERVATION:
- Look at the areas of the chimney and the materials that the chimney is made of, as well the areas close by (e.g. the floor or roof).
  - Look at the surface materials of chimney to see if there is damage, including, but not limited to:
    - Missing, cracked, or spalling mortar
    - Other cracks
    - Non-penetrating holes
    - Missing siding
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Inspection mirror

DEFICIENCY 4 — OUTSIDE: [CHIMNEY SURFACE IS DAMAGED OR MISSING MATERIALS](#)

DEFICIENCY CRITERIA: Any of the materials on the chimney damaged, missing, loose, or have fallen.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If chimney surface is damaged or missing materials, then resident may be injured by falling debris.
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 chimney surface is damaged or missing materials, then the fireplace may not be properly vented through the chimney.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If chimney surface is damaged or missing materials, then it is likely that preventative maintenance activities are not being addressed as chimneys are to be inspected every 1-2 years.

INSPECTION PROCESS:

- OBSERVATION:
- Look at the areas of the chimney and the materials that the chimney is made of, as well the areas close by (e.g. the floor or roof).
  - Look at the surface materials of chimney to see if there is damage, including, but not limited to:
    - Missing, cracked, or spalling mortar
    - Other cracks
    - Non-penetrating holes
    - Missing siding
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Inspection mirror

DEFICIENCY 5 — OUTSIDE: [CHIMNEY IS MISALIGNED, DETACHED, OR LEANING AWAY FROM BUILDING](#)

DEFICIENCY CRITERIA: The chimney is leaning or physically separated from the building.

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 chimney is misaligned, detached, or leaning, then resident may be injured by falling debris.
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 chimney is misaligned, detached, or leaning, then the fireplace may not be properly vented through the chimney.
M1	Corrective Maintenance	Direct	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.	If chimney is misaligned, detached, or leaning, the resident is likely to report this defect and its presence may indicate that complaint-based work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If chimney is misaligned, detached, or leaning, then it is likely that preventative maintenance activities are not being addressed as chimneys are to be inspected every 1-2 years.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If chimney is misaligned, detached, or leaning, and requires replacement, then the defect is likely significant enough to be a capital cost to repair.
M6	Structural	Indirect	This condition indicates potential structural failure of the building or a load-bearing component.	If chimney is misaligned, detached, or leaning, then it is likely that more extensive structural issues are present.

INSPECTION PROCESS:

OBSERVATION: - Look at the chimney and determine if it is leaning (i.e. is not perfectly vertical) or is becoming (or has become) physically separated from the building.

REQUEST FOR HELP: - None

ACTION: - None



More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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## SUMMARY OF CHANGES

**TITLE:** CHIMNEY  
**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
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 — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 3</b>	<b>Separated by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 4</b>	<b>Consolidated previous deficiency 4 and deficiency 6 Separated by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 5</b>	<b>Separated by inspectable locations — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
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”		



## NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

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Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Revised request for help, action, and more information		
Tools or Equipment	Field added to deficiency; response revised		
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TITLE: [COOKING APPLIANCE](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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**DEFINITION:** Cooking range: An electric or gas stove with several burners and one or more connected ovens.  
Cooktop: Usually a standalone device that may be built into a counter and has one or more electric or gas burners.  
Oven: A thermally insulated chamber used for cooking, heating, and baking food.

**PURPOSE:** A device to cook or bake food in a controlled manner, allowing user to control the flame or heat in specific area.

**NAME VARIANTS:** Stove; Oven; Range; Cooktop; Microwave; Hot plate

**COMMON MATERIALS:** Metal; Plastic; Glass; Stainless steel; Cast iron; Aluminum; Electronics

**COMMON COMPONENTS:** Electrical or gas oven; Stove; Baking or burner elements; Grates; Racks; Knobs; Ignition system; Convection fan; Door hinges; Seal; Handles; Lights and light fixture in oven; Drip pan; Glass

**LOCATION:**  Unit Kitchen  
 Inside Kitchen  
 Outside None

**MORE INFORMATION:** None

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**DEFICIENCY 1:** Cooking range, cooktop, or oven is not producing heat or regulating heat temperature

**LOCATION:**  Unit  Inside

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**DEFICIENCY 2:** Cooking range, cooktop, or oven components are missing

**LOCATION:**  Unit  Inside

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**DEFICIENCY 3:** Primary cooking appliance is missing

**LOCATION:**  Unit  Inside

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DEFICIENCY I — UNIT: [COOKING RANGE, COOKTOP, OR OVEN IS NOT PRODUCING HEAT OR REGULATING HEAT TEMPERATURE](#)

DEFICIENCY CRITERIA: 50% of the burners on the cooking range or cooktop is not producing heat.

AND / OR

50% of the burners on the cooking range or cooktop is not regulating heat temperature.

AND / OR

The oven is not producing heat.

AND / OR

The oven is not regulating heat temperature.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If cooking range, cooktop, or oven is not producing heat or igniting, and there is a gas burner on, then gas may be released into the environment, resulting in a fire hazard.
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 cooking range, cooktop, or oven is not producing heat, then resident is unable to use an appliance that is expected to be include in their rent.
M1	Corrective Maintenance	Direct	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.	If cooking range, cooktop, or oven is not producing or regulating heat, then it is likely the resident will report this defect and its presence may indicate that maintenance is not addressing complaint-based work orders.

INSPECTION PROCESS:

- OBSERVATION:**
- Look at the cooking range or cooktop and ensure that there is nothing on top of the stove.
  - Look and make sure the oven doesn't contain any items that can be damaged by heat.
- REQUEST FOR HELP:**
- None
- ACTION:**
- **Cooking range:**
    - Turn on the cooking range.
    - Wave hand over cooking range to feel for heat.
    - If a gas cooking range, observe flame.
    - If the cooking range is electric, place hand above burners to feel for heat.
  - **Cooktop:**
    - Turn on the cooktop.
    - Wave hand over cooking range to feel for heat.
    - If the cooktop is electric, place hand above burners to feel for heat.
  - **Oven:**
    - Turn on the oven.
    - Open oven door and feel for heat.
    - For both gas and electric cooking ranges, open oven door and place hand just outside the opening to feel for heat.
- More Information:**
- Inspector may attempt to light the pilot light if it is out; however, this is not required.

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TOOLS OR EQUIPMENT:

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

DEFICIENCY I — INSIDE: [COOKING RANGE, COOKTOP, OR OVEN IS NOT PRODUCING HEAT OR REGULATING HEAT TEMPERATURE](#)

DEFICIENCY CRITERIA: 50% of the burners on the cooking range or cooktop is not producing heat.

AND / OR

50% of the burners on the cooking range or cooktop is not regulating heat temperature.

AND / OR

The oven is not producing heat.

AND / OR

The oven is not regulating heat temperature.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If cooking range, cooktop, or oven is not producing heat or igniting, and there is a gas burner on, then gas may be released into the environment, resulting in a fire hazard.
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 cooking range, cooktop, or oven is not producing heat, then resident is unable to use an appliance that is expected to be include in their rent.
M1	Corrective Maintenance	Direct	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.	If cooking range, cooktop, or oven is not producing or regulating heat, then it is likely the resident will report this defect and its presence may indicate that maintenance is not addressing complaint-based work orders.



**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at the cooking range or cooktop and ensure that there is nothing on top of the stove.
  - Look and make sure the oven doesn't contain any items that can be damaged by heat.
- REQUEST FOR HELP:**
- None
- ACTION:**
- **Cooking range:**
    - Turn on the cooking range.
    - Wave hand over cooking range to feel for heat.
    - If a gas cooking range, observe flame.
    - If the cooking range is electric, place hand above burners to feel for heat.
  - **Cooktop:**
    - Turn on the cooktop.
    - Wave hand over cooking range to feel for heat.
    - If the cooktop is electric, place hand above burners to feel for heat.
  - **Oven:**
    - Turn on the oven.
    - Open oven door and feel for heat.
  - For both gas and electric cooking ranges, open oven door and place hand just outside the opening to feel for heat.
- More Information:**
- Inspector may attempt to light the pilot light if it is out; however, this is not required.

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 2 — UNIT: [COOKING RANGE, COOKTOP, OR OVEN COMPONENTS ARE MISSING](#)

DEFICIENCY CRITERIA: Burner grate, oven rack, oven door, oven handle, or seal is missing (i.e., evidence of prior installation, but now not present or is incomplete).

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 cooking range, cooktop, or oven components are missing, then resident may be unable to fully use an appliance that is expected to be included in their rent.
M1	Corrective Maintenance	Direct	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.	If components are missing, then it is likely the resident will report this defect and its presence may indicate that maintenance is not addressing complaint-based work orders.

INSPECTION PROCESS:

OBSERVATION: - Look at the cooking range to determine the oven has at least one rack and a door.  
 - Verify the stove has all burners grates, and grates (where applicable).  
 - Make sure the oven door has a seal.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 2 — INSIDE: [COOKING RANGE, COOKTOP, OR OVEN COMPONENTS ARE MISSING](#)

DEFICIENCY CRITERIA: Burner grate, oven rack, oven door, oven handle, or seal is missing (i.e., evidence of prior installation, but now not present or is incomplete).

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 cooking range, cooktop, or oven components are missing, then resident may be unable to fully use an appliance that is expected to be included in their rent.
M1	Corrective Maintenance	Direct	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.	If components are missing, then it is likely the resident will report this defect and its presence may indicate that maintenance is not addressing complaint-based work orders.

INSPECTION PROCESS:

OBSERVATION: - Look at the cooking range to determine the oven has at least one rack and a door.  
 - Verify the stove has all burners grates, and grates (where applicable).  
 - Make sure the oven door has a seal.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 3 — UNIT: PRIMARY COOKING APPLIANCE IS MISSING

DEFICIENCY CRITERIA: Primary cooking appliance 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If primary cooking appliance is missing, then resident may be unable to cook food in a sanitary manner.
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 primary cooking appliance is missing, then resident cannot utilize an appliance that is expected to be include in their rent.
M1	Corrective Maintenance	Direct	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.	If primary cooking appliance is missing, then it is likely the resident will report this defect and its presence may indicate that maintenance is not addressing complaint-based work orders.

INSPECTION PROCESS:

OBSERVATION: - Look to see if cooking range or cooktop is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - A microwave can be considered if it is the primary cooking device.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — INSIDE: [PRIMARY COOKING APPLIANCE IS MISSING](#)

DEFICIENCY CRITERIA: Primary cooking appliance 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If primary cooking appliance is missing, then resident may be unable to cook food in a sanitary manner.
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 primary cooking appliance is missing, then resident cannot utilize an appliance that is expected to be include in their rent.
M1	Corrective Maintenance	Direct	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.	If primary cooking appliance is missing, then it is likely the resident will report this defect and its presence may indicate that maintenance is not addressing complaint-based work orders.

INSPECTION PROCESS:

OBSERVATION: - Look to see if cooking range or cooktop is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - A microwave can be considered if it is the primary cooking device.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

**SUMMARY OF CHANGES**

**TITLE:** COOKING APPLIANCE  
**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
Title	Revised title	VI.3	2020-07-31
Definition	Revised definition	VI.3	2020-07-31
Purpose	Field added	VI.3	2020-07-31
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	VI.3	2020-07-31
Common Components	Revised common components	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "N/A — F&O" determination; added standardized description		

Correction Timeframe	Field added; response input as "N/A" and noted to be remedied according to property maintenance plan		
HCV – Correction Timeframe	Field added; response input as "N/A" and noted 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 3</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-27</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-27</b>

TITLE: **DOOR — ENTRY**

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: A hinged, sliding, or revolving barrier at the entrance to the exterior.

PURPOSE: The purpose of the entry door is to:

- Control access to the interior space;
- Protect the health and safety of the resident (e.g., prevent spread of fire or smoke);
- Provide security and privacy (e.g., keep intruders out);
- Provide the resident protection from wind and rain, dampness, hot and cold weather, and infestation;
- Manage the internal atmosphere of the unit (thermal envelope, air quality).

NAME VARIANTS: Exterior unit entry door; Exterior unit access door; Primary door; Exit; Front door

COMMON MATERIALS: Wood; Metal; Vinyl; Glass; Fiberglass; Composites;

COMMON COMPONENTS:

- Door frame (e.g., jamb, header, sill or threshold, stop, seal, weather board [i.e., door sweep], weather stripping, side lights, transom);
- Door slab (e.g., top rail, bottom rail, lock rail, hinge stile, shutting stile, panels, middle panel and muntin);
- Door hardware (e.g., hinge, spring loaded hinge, track, doorknob, door handle, latch, strike/latch plate, pneumatic closer);
- Door locks (e.g., single cylinder dead bolt lock, cylindrical lock, mortice lock, rim lock); Door security devices (e.g. chain-lock, barrel bolt, swing guard, sliding patio door overhead bolt, foot bolt and security bar, bus bar)

LOCATION:

<input checked="" type="checkbox"/>	Unit	Entrance from exterior to interior space
<input checked="" type="checkbox"/>	Inside	Entrance from exterior to interior space
<input type="checkbox"/>	Outside	None

MORE INFORMATION: None

DEFICIENCY 1: Entry door will not open

LOCATION:  Unit  Inside

DEFICIENCY 2: Entry door will not close

LOCATION:  Unit  Inside

DEFICIENCY 3: Entry door self-closing mechanism is damaged, inoperable, or missing

LOCATION:  Unit  Inside

DEFICIENCY 4: Entry door's primary lock is damaged, inoperable, missing, or not installed

LOCATION:  Unit  Inside



DEFICIENCY 5: Hole, split, or crack that penetrates completely through entry door

LOCATION:  Unit  Inside

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DEFICIENCY 6: Entry door is missing

LOCATION:  Unit  Inside

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DEFICIENCY 7: Entry door surface is delaminated or separated

LOCATION:  Unit  Inside

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DEFICIENCY 8: Entry door frame, threshold, or trim is damaged or missing

LOCATION:  Unit  Inside

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DEFICIENCY 9: Entry door seal, gasket, or stripping is damaged, inoperable, or missing

LOCATION:  Unit  Inside

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DEFICIENCY 10: Entry door has a broken seal thermal pane

LOCATION:  Unit  Inside

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DEFICIENCY 11: Entry door security device or secondary primary lock damaged or inoperable

LOCATION:  Unit  Inside

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DEFICIENCY I — UNIT: [ENTRY DOOR WILL NOT OPEN](#)

DEFICIENCY CRITERIA: Entry door does not open.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If entry door will not open, and there is an emergency, then the resident may be in danger of injury or death due to inability to escape / leave home.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door will not open, then resident cannot reasonably gain access to or leave their home.
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 entry door will not open, then resident cannot reasonably gain access to or leave their home.

INSPECTION PROCESS:

- OBSERVATION: - Look at the entrances to the interior space and locate the entry doors.  
 - Visually observe that entry door opens.
- REQUEST FOR HELP: - None
- ACTION: - Attempt to open the entry door by pulling or pushing on the doorknob and/or handle.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY I — INSIDE: [ENTRY DOOR WILL NOT OPEN](#)

DEFICIENCY CRITERIA: Entry door does not open.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If entry door will not open, and there is an emergency, then the resident may be in danger of injury or death due to inability to escape / leave home.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door will not open, then resident cannot reasonably gain access to or leave their home.
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 entry door will not open, then resident cannot reasonably gain access to or leave their home.

INSPECTION PROCESS:

- OBSERVATION: - Look at the entrances to the interior space and locate the entry doors.  
 - Visually observe that entry door opens.
- REQUEST FOR HELP: - None
- ACTION: - Attempt to open the entry door by pulling or pushing on the doorknob and/or handle.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY 2 — UNIT: [ENTRY DOOR WILL NOT CLOSE](#)

DEFICIENCY CRITERIA: Entry door does not close (i.e., door seats in frame).

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If entry door will not close, then resident may experience mental anguish. Also, if entry door will not close, and there is inclement weather, then resident is in danger of excess cold and heat, dampness and mold growth and spread of smoke, fire or poisonous gas which will affect the resident's physical health.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door will not close, then resident cannot reasonably secure their home from intruders.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If entry door will not close, then resident cannot secure their privacy in the home.
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 entry door will not close, then resident is unable to fully use the door, which is expected to be part of their rent.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If entry door will not close, and resident is responsibility for utilities, then resident may experience an increase in utility costs.
M1	Corrective Maintenance	Direct	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.	If the entry door will not close, then it is likely complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Look at the entrances to the interior space and locate the entry doors.
  - Visually observe that all entry doors close against their frames.

- Look to see if the entry doors have self-closing mechanisms (e.g., spring loaded hinges or pneumatic closers).

REQUEST FOR HELP: - Ask POA if you have seen all the entry doors to the interior space.

ACTION: - Attempt to close the entry door against the frame.  
- If the door has a self-closing mechanism, open the door fully and release.  
- Wait for the door to close.  
- If it does not self-close, then manually push the door closed against the frame.  
- If able to manually close the door, then evaluate the self-closing mechanism under the applicable deficiency within this standard.

More Information: - Look at the edges of the entry door and the jamb or frame for a tag indicating that the door is a fire door.  
- If it has a tag inspect the door using the Door - Fire standard.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — INSIDE: [ENTRY DOOR WILL NOT CLOSE](#)

DEFICIENCY CRITERIA: Entry door does not close (i.e., door seats in frame).

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If entry door will not close, then resident may experience mental anguish. Also, if entry door will not close, and there is inclement weather, then resident is in danger of excess cold and heat, dampness and mold growth and spread of smoke, fire or poisonous gas which will affect the resident's physical health.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door will not close, then resident cannot reasonably secure their home from intruders.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If entry door will not close, then resident cannot secure their privacy in the home.
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 entry door will not close, then resident is unable to fully use the door, which is expected to be part of their rent.
M1	Corrective Maintenance	Direct	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.	If the entry door will not close, then it is likely complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Look at the entrances to the dwelling unit and locate the entry doors.
  - Visually observe that all entry doors close against their frames.
  - Look to see if the entry doors have self-closing mechanisms (e.g., spring loaded hinges or pneumatic closers).
- REQUEST FOR HELP:
- Ask POA if you have seen all the entry doors to the interior space.
- ACTION:
- Attempt to close the entry door against the frame.

- If the door has a self-closing mechanism, open the door fully and release.
- Wait for the door to close.
- If it does not self-close, then manually push the door closed against the frame.
- If able to manually close the door, then evaluate the self-closing mechanism under the applicable deficiency within this standard.

- More Information:
- Look at the edges of the entry door and the jamb or frame for a tag indicating that the door is a fire door.
  - If it has a tag inspect the door using the Door - Fire standard.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 3 — UNIT: [ENTRY DOOR SELF-CLOSING MECHANISM IS DAMAGED, INOPERABLE, OR MISSING](#)

DEFICIENCY CRITERIA: The self-closing mechanism is damaged (i.e., visibly defective; impacts functionality).

OR

The self-closing mechanism does not pull the door closed and engage the latch.

OR

The self-closing mechanism 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If entry door self-closer will not pull the door closed and latch, and there is an environmental threat, then resident cannot reasonably assume measures are in place to mitigate exposure.
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 entry door self-closer will not pull the door closed and latch, then resident is unable to fully use the door, which is expected to be part of their rent.

INSPECTION PROCESS:

OBSERVATION: - Look to see if the entry door has a self-closing mechanism such as spring-loaded hinges or a pneumatic closer.

REQUEST FOR HELP: - Ask POA if you have seen all the entry doors to the interior space.

ACTION: - Open the door fully and release.  
 - Wait for the door to self-close and watch and listen for the door to latch.

More Information: - If the entry door does not have a self-closing device, evaluate latch under the applicable deficiency within this standard.  
 - Look at the edges of the entry door and the jamb or frame for a tag indicating that the door is a fire door.  
 - If it has a tag, evaluate under the Door — Fire standard.



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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 3 — INSIDE: [ENTRY DOOR SELF-CLOSING MECHANISM IS DAMAGED, INOPERABLE, OR MISSING](#)

DEFICIENCY CRITERIA: The self-closing mechanism is damaged (i.e., visibly defective; impacts functionality).

OR

The self-closing mechanism does not pull the door closed and engage the latch.

OR

The self-closing mechanism 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If entry door self-closer will not pull the door closed and latch, and there is an environmental threat, then resident cannot reasonably assume measures are in place to mitigate exposure.
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 entry door self-closer will not pull the door closed and latch, then resident is unable to fully use the door, which is expected to be part of their rent.

INSPECTION PROCESS:

OBSERVATION: - Look to see if the entry door has a self-closing mechanism such as spring-loaded hinges or a pneumatic closer.

REQUEST FOR HELP: - Ask POA if you have seen all the entry doors to the interior space.

ACTION: - Open the door fully and release.  
 - Wait for the door to self-close and watch and listen for the door to latch.

More Information: - If the entry door does not have a self-closing device, evaluate latch under the applicable deficiency within this standard.  
 - Look at the edges of the entry door and the jamb or frame for a tag indicating that the door is a fire door.  
 - If it has a tag, evaluate under the Door — Fire standard.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 4 — UNIT: [ENTRY DOOR'S PRIMARY LOCK IS DAMAGED, INOPERABLE, MISSING, OR NOT INSTALLED](#)

DEFICIENCY CRITERIA: Entry door cannot be secured with a primary lock.

OR

Primary lock is damaged (i.e. impacts functionality) or inoperable with or without visible damage.

OR

Primary lock is missing (i.e. evidence of prior installation, but now not present or 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door will not lock, then resident cannot reasonably secure the property from intruders.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If entry door will not lock, then resident cannot secure their privacy within the interior spaces.
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 entry door will not lock, then resident is unable to fully use the door, which is expected to be part of their rent.
M1	Corrective Maintenance	Direct	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.	If the entry door will not lock, then it is likely complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the entrances to the interior space and locate the entry doors.  
 - Visually observe that all entry doors have a primary lock.
- REQUEST FOR HELP: - Ask POA if you have seen all the entry doors to the interior space.

- ACTION:**
- Close the entry door and engage the primary lock.
  - Then, pull the doorknob/handle to ensure that the door is secure.
- More Information:**
- Entry doors are often installed with multiple primary locks; at least one must secure the door.
  - If the strike/latch plate is damaged or missing, consider them as part of the locking hardware and inspect under this defect. Other entry door hardware will be addressed under the applicable defect within this standard.
  - If additional primary locks or door security devices are present are present inspect under the applicable defect within this standard.
  - If one or more is causing a blocked egress record the defect under the Egress standard.
  - Look at the edges of the entry door and the jamb or frame for a tag indicating that the door is a fire door.
  - If it has a tag, evaluate under the Door – Fire standard.

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 4 — INSIDE: [ENTRY DOOR'S PRIMARY LOCK IS DAMAGED, INOPERABLE, MISSING, OR NOT INSTALLED](#)

DEFICIENCY CRITERIA: Entry door cannot be secured with a primary lock.

OR

Primary lock is damaged (i.e. impacts functionality) or inoperable with or without visible damage.

OR

Primary lock is missing (i.e. evidence of prior installation, but now not present or 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door will not lock, then resident cannot reasonably secure the property from intruders.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If entry door will not lock, then resident cannot secure their privacy within the interior spaces.
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 entry door will not lock, then resident is unable to fully use the door, which is expected to be part of their rent.
M1	Corrective Maintenance	Direct	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.	If the entry door will not lock, then it is likely complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the entrances to the interior space and locate the entry doors.  
 - Visually observe that all entry doors have a primary lock.

REQUEST FOR HELP: - Ask POA if you have seen all the entry doors to the interior space.

- ACTION:**
- Close the entry door and engage the primary lock.
  - Then, pull the doorknob/handle to ensure that the door is secure.
- More Information:**
- Entry doors are often installed with multiple primary locks; at least one must secure the door.
  - If the strike/latch plate is damaged or missing, consider them as part of the locking hardware and inspect under this defect. Other entry door hardware will be addressed under the applicable defect within this standard.
  - If additional primary locks or door security devices are present are present inspect under the applicable defect within this standard.
  - If one or more is causing a blocked egress record the defect under the Egress standard.
  - Look at the edges of the entry door and the jamb or frame for a tag indicating that the door is a fire door.
  - If it has a tag, evaluate under the Door – Fire standard.

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 5 — UNIT: [HOLE, SPLIT, OR CRACK THAT PENETRATES COMPLETELY THROUGH ENTRY DOOR](#)

DEFICIENCY CRITERIA: A hole 1/4" or greater in diameter that penetrates all the way through the door.

OR

A split or crack 1/4" or greater in width that penetrates all the way through the door.

OR

A hole or a crack with separation is present, or the glass is missing within the door, side lites, or transom.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If entry door has a hole that penetrates through the door, and there is inclement weather, then resident is in danger of excess cold and heat, dampness and mold growth, and spread of smoke, fire, or poisonous gas, which will affect the resident's physical health.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door has a hole that penetrates through the door, then resident may be in danger of intruders gaining access to the interior space.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If entry door has a hole that penetrates the door, then resident cannot secure their privacy within the interior space.
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 entry door has a hole that penetrates through, then resident is unable to fully use a feature of home that is expected to be part of their rent.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If entry door has a hole going through the door, and resident is responsible for utilities, then resident may experience an increase in utility costs.



M1	Corrective Maintenance	Direct	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.	If the entry door has a hole that goes completely through the door, then it is likely complaint-based work orders are not being addressed.
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 the entry door has a hole that goes completely through the door, then it is likely routine work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at the entrances to the interior space and locate the entry doors.
  - Visually inspect the surface of the door (i.e. door, lite), looking for any holes, splits, or cracks that entirely penetrate the door, allowing airflow or light into the interior space.
- REQUEST FOR HELP:**
- Ask POA if you have seen all the entry doors to the interior space.
- ACTION:**
- Close the entry door and step back.
  - Measure the diameter of any unintended holes and width of splits or cracks.
- More Information:**
- Look at the edges of the entry door and the jamb or frame for a tag indicating that the door is a fire door.
  - If it has a tag, evaluate under the Door — Fire standard.
  - If there is broken glass with sharp edges evaluate it under the Sharp Edges standard.
  - If a hole is the result of a missing lock, record under the applicable defect within this standard.

**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- Flashlight; Inspection mirror; Distance measuring device
- USEFUL:**
- None

DEFICIENCY 5 — INSIDE: [HOLE, SPLIT, OR CRACK THAT PENETRATES COMPLETELY THROUGH ENTRY DOOR](#)

DEFICIENCY CRITERIA: A hole 1/4" or greater in diameter that penetrates all the way through the door.

OR

A split or crack 1/4" or greater in width that penetrates all the way through the door.

OR

A hole or a crack with separation is present, or the glass is missing within the door, side lites, or transom.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If entry door has a hole that penetrates through the door, and there is inclement weather, then resident is in danger of excess cold and heat, dampness and mold growth, and spread of smoke, fire, or poisonous gas, which will affect the resident's physical health.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door has a hole that penetrates through the door, then resident may be in danger of intruders gaining access to the interior space.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If entry door has a hole that penetrates the door, then resident cannot secure their privacy within the interior space.
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 entry door has a hole that penetrates through, then resident is unable to fully use a feature of home that is expected to be part of their rent.
M1	Corrective Maintenance	Direct	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.	If the entry door has a hole that goes completely through the door, then it is likely complaint-based work orders are not being addressed.

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 the entry door has a hole that goes completely through the door, then it is likely routine work orders are not being addressed.
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**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at the entrances to the interior space and locate the entry doors.
  - Visually inspect the surface of the door (i.e. door, lite), looking for any holes, splits, or cracks that entirely penetrate the door, allowing airflow or light into the interior space.
- REQUEST FOR HELP:**
- Ask POA if you have seen all the entry doors to the interior space.
- ACTION:**
- Close the entry door and step back.
  - Measure the diameter of any unintended holes and width of splits or cracks.
- More Information:**
- Look at the edges of the entry door and the jamb or frame for a tag indicating that the door is a fire door.
  - If it has a tag, evaluate under the Door — Fire standard.
  - If there is broken glass with sharp edges evaluate it under the Sharp Edges standard.
  - If a hole is the result of a missing lock, record under the applicable defect within this standard.

**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- Flashlight; Inspection mirror; Distance measuring device
- USEFUL:**
- None

DEFICIENCY 6 — UNIT: [ENTRY DOOR IS MISSING](#)

DEFICIENCY CRITERIA: The entry door is missing.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If entry door is missing, and there is inclement weather or an emergency, then the resident's physical health may be in jeopardy.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door is missing, then resident cannot reasonably secure the property from intruders.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If entry door is missing, then resident cannot secure their privacy within the interior space.
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 entry door is missing, then resident is unable to fully use a feature, which is expected to be part of their rent.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If entry door is missing, and resident is responsibility for utilities, then resident may experience an increase in utility costs due to inability to protect from outside environment.
M1	Corrective Maintenance	Direct	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.	If the entry door is missing, then it is likely complaint-based work orders are not being addressed.
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 the entry door is missing, then it is likely routine work orders are not being addressed.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If entry door is missing, property visitors will observe the deficiency, which will impact their perception of the property.

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**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at the entrances to the interior space and locate the entry doors.
  - Visually inspect for missing entry doors.
- REQUEST FOR HELP:**
- Ask POA if you have seen all the entry doors to the interior space.
- ACTION:**
- Identify any missing entry doors.
- More Information:**
- Look at the edges of the entry door and the jamb or frame for a tag indicating that the door is a fire door.
  - If it has a tag, evaluate under the Door – Fire standard.

---

**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 6 — INSIDE: [ENTRY DOOR IS MISSING](#)

DEFICIENCY CRITERIA: The entry door is missing.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If entry door is missing, and there is inclement weather or an emergency, then the resident's physical health may be in jeopardy.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door is missing, then resident cannot reasonably secure the property from intruders.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If entry door is missing, then resident cannot secure their privacy within the interior space.
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 entry door is missing, then resident is unable to fully use a feature, which is expected to be part of their rent.
M1	Corrective Maintenance	Direct	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.	If the entry door is missing, then it is likely complaint-based work orders are not being addressed.
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 the entry door is missing, then it is likely routine work orders are not being addressed.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If entry door is missing, property visitors will observe the deficiency, which will impact their perception of the property.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at the entrances to the interior space and locate the entry doors.
  - Visually inspect for missing entry doors.
- REQUEST FOR HELP:**
- Ask POA if you have seen all the entry doors to the interior space.
- ACTION:**
- Identify any missing entry doors.
- More Information:**
- Look at the edges of the entry door and the jamb or frame for a tag indicating that the door is a fire door.
  - If it has a tag, evaluate under the Door – Fire standard.

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 7 — UNIT: [ENTRY DOOR SURFACE IS DELAMINATED OR SEPARATED](#)

DEFICIENCY CRITERIA: There is delamination or separation of the door surface 2 inches wide or greater.

OR

There is delamination or separation that affects the integrity of the door (i.e., surface protection or the strength of the door).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
RI	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If an entry door surface is pulling away from the door inner core, then pests (e.g. wasps) may be able to nest in the open space, which could affect the resident's physical health.
R4	Security	Indirect	Resident cannot control access to unit or property because of this condition.	If there is delamination or separation of the entry door, and it impacts the door's integrity, then intruders may be able to easily access the unit.
M1	Corrective Maintenance	Direct	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.	If an entry door surface is pulling away from the door's inner core, then infestation (e.g. wasps) may occur in the open space. Resident will likely call this in; may indicate work orders are not being addressed.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If the entry door is delaminated or separating, then public or visitor may see this defect, potentially resulting in decreased property reputation.

INSPECTION PROCESS:

- OBSERVATION: - Look at the entrances to the interior space and locate the entry doors.  
 - Visually inspect for delamination or separation.
- REQUEST FOR HELP: - Ask POA if you have seen all the entry doors to the interior space.
- ACTION: - Measure any delamination or separation on the door surface as it sits.  
 - Determine if any delamination or separation affects the integrity of the door.
- More Information: - Look at the edges of the entry door and the door jamb or frame for a tag indicating that the door is a fire door.  
 - If it has a tag, inspect the door using the Door — Fire standard.



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TOOLS OR EQUIPMENT:

- REQUIRED:       - None
- USEFUL:         - Flashlight; Distance measuring device
-

DEFICIENCY 7 — INSIDE: [ENTRY DOOR SURFACE IS DELAMINATED OR SEPARATED](#)

DEFICIENCY CRITERIA: There is delamination or separation of the door surface 2 inches wide or greater.

OR

There is delamination or separation that affects the integrity of the door (i.e., surface protection or the strength of the door).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
RI	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If an entry door surface is pulling away from the door inner core, then pests (e.g. wasps) may be able to nest in the open space, which could affect the resident's physical health.
R4	Security	Indirect	Resident cannot control access to unit or property because of this condition.	If there is delamination or separation of the entry door, and it impacts the door's integrity, then intruders may be able to easily access the unit.
M1	Corrective Maintenance	Direct	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.	If an entry door surface is pulling away from the door's inner core, then infestation (e.g. wasps) may occur in the open space. Resident will likely call this in; may indicate work orders are not being addressed.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If the entry door is delaminated or separating, then public or visitor may see this defect, potentially resulting in decreased property reputation.

INSPECTION PROCESS:

OBSERVATION: - Look at the entrances to the interior space and locate the entry doors.  
 - Visually inspect for delamination or separation.

REQUEST FOR HELP: - Ask POA if you have seen all the entry doors to the interior space.

ACTION: - Measure any delamination or separation on the door surface as it sits.  
 - Determine if any delamination or separation affects the integrity of the door.

More Information: - Look at the edges of the entry door and the door jamb or frame for a tag indicating that the door is a fire door.  
 - If it has a tag, inspect the door using the Door — Fire standard.

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TOOLS OR EQUIPMENT:

- REQUIRED:       - None
- USEFUL:         - Flashlight; Distance measuring device
-

DEFICIENCY 8 — UNIT: [ENTRY DOOR FRAME, THRESHOLD, OR TRIM IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: The entry door frame, threshold, or trim is damaged (i.e. visibly defective; impacts functionality).

OR

The entry door frame, threshold, or trim 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If entry door frame, threshold or trim is damaged, and there is inclement weather or an emergency, then the resident's physical health may be in jeopardy.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door frame, threshold or trim is damaged or missing, then resident cannot reasonably secure the property from intruders.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If entry door frame, threshold, or trim is damaged or missing, then resident cannot secure their privacy within the interior space.
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 entry door frame, threshold, or trim is damaged or missing, then resident is unable to fully use a feature, which is expected to be part of their rent.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If entry door frame, threshold, or trim is damaged or missing, and resident is responsibility for utilities, then resident may experience an increase in utility costs due to inability to protect from outside environment.
M1	Corrective Maintenance	Direct	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.	If the entry door frame, threshold, or trim is damaged or missing, then it is likely complaint-based work orders are not being addressed.

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 the entry door frame, threshold, or trim is damaged or missing, then it is likely routine work orders are not being addressed.
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**INSPECTION PROCESS:**

- OBSERVATION:**
- Open the entry doors and observe the door frames.
  - Look at the condition of the side jamb, top jamb, threshold, and trim.
- REQUEST FOR HELP:**
- Ask the POA if you have seen all the entry doors.
- ACTION:**
- Inspect the frame, jamb, threshold, and trim for damage (e.g. splits, cracks, holes, rot, gaps, sagging, etc.).
- More Information:**
- Look at the edges of the entry door and the door jamb or frame for a tag indicating that the door is a fire door.
  - If it has a tag, inspect the door using the Door – Fire standard.

**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 8 — INSIDE: [ENTRY DOOR FRAME, THRESHOLD, OR TRIM IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: The entry door frame, threshold, or trim is damaged (i.e. visibly defective; impacts functionality).

OR

The entry door frame, threshold, or trim 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If entry door frame, threshold or trim is damaged, and there is inclement weather or an emergency, then the resident's physical health may be in jeopardy.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If entry door frame, threshold or trim is damaged or missing, then resident cannot reasonably secure the property from intruders.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If entry door frame, threshold, or trim is damaged or missing, then resident cannot secure their privacy within the interior space.
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 entry door frame, threshold, or trim is damaged or missing, then resident is unable to fully use a feature, which is expected to be part of their rent.
M1	Corrective Maintenance	Direct	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.	If the entry door frame, threshold, or trim is damaged or missing, then it is likely complaint-based work orders are not being addressed.
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 the entry door frame, threshold, or trim is damaged or missing, then it is likely routine work orders are not being addressed.

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**INSPECTION PROCESS:**

- OBSERVATION:**
- Open the entry doors and observe the door frames.
  - Look at the condition of the side jamb, top jamb, threshold, and trim.
- REQUEST FOR HELP:**
- Ask the POA if you have seen all the entry doors.
- ACTION:**
- Inspect the frame, jamb, threshold, and trim for damage (e.g. splits, cracks, holes, rot, gaps, sagging, etc.).
- More Information:**
- Look at the edges of the entry door and the door jamb or frame for a tag indicating that the door is a fire door.
  - If it has a tag, inspect the door using the Door – Fire standard.

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 9 — UNIT: ENTRY DOOR SEAL, GASKET, OR STRIPPING IS DAMAGED, INOPERABLE, OR MISSING

DEFICIENCY CRITERIA:

The entry door seal, gasket, or stripping is:

- damaged (i.e. visibly defective; impacts functionality);
- inoperable (i.e. overall system or component thereof not meeting function / purpose; with or without visible damage); or
- missing (i.e. evidence of prior installation, but now not present or is incomplete).

AND ONE OF THE FOLLOWING CONDITIONS:

Condition 1:

- General door type: Results in a gap of ¼ inch wide or greater between the door slab and the stop molding on the jamb, or the jamb itself, or between the bottom of the door and the threshold or floor AND permits light around the closed door.
- Special door type: Results in a gap of ¼ inch wide or greater around or under the door or where the doors meet AND permits light around the closed door or where the doors meet.

Condition 2:

- General door type: There is evidence of water penetrating (e.g. water damage or dry rot) around or under the door.
- Special door type: There is evidence of water penetrating (e.g. water damage or dry rot) around or under the door or where the doors meet.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If entry door seal, gasket, or stripping is damaged, inoperable, or missing and there is inclement weather or an emergency (e.g. smoke or fire spread), then the resident's physical health may be in jeopardy.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If entry door seal, gasket, or stripping is damaged, inoperable, or missing, and resident is responsible for utilities, then resident may experience an increase in utility costs due to inability to protect from outside environment.



INSPECTION PROCESS:

OBSERVATION:

General door type:

- With door open, inspect the top and sides of the jamb for damaged, inoperable, or missing seal / gasket / stripping (e.g. splits, cracks, holes, gaps, etc.).
- With door open, inspect the bottom door sweep for damaged, inoperable, or missing seal / gasket / stripping.
- Standing inside the unit with door closed, look for light around and under.
- Standing inside the unit with door closed, identify any gap around the door.

Special door type:

- With door open, inspect the top and sides of the jamb for damaged, inoperable, or missing seal / gasket / stripping (e.g. splits, cracks, holes, gaps, etc.).
- With door open, inspect the bottom door sweep for damaged, inoperable, or missing seal / gasket / stripping.
- With door open, inspect for damaged, inoperable, or missing seal / gasket / stripping where the doors meet.
- Standing inside the unit with door closed, look for light around and under the door and where the doors meet (i.e. astragal).
- Standing inside the unit with door closed, identify any gap around the door.

REQUEST FOR HELP:

- Ask the POA if you have seen all the entry doors.

ACTION:

General door type:

- Measure the gap between the edge of the door slab and the stop molding or the jamb.
- Measure the gap between the bottom of the door and the threshold or the floor.

Special door type:

- Measure the gap between the edge of the door slab and the stop molding or the jamb.
- Measure the gap between the bottom of the door and the threshold or the floor.
- Measure the gap where the doors meet.

More Information:

- This defect includes both manufacture installed and after market seals, gaskets, or stripping.
- Entry doors designed without a seal / gasket / stripping are not considered a defect.
  - To determine this, use a mirror to look at the top, sides, and bottom of the door and the top and sides of the jamb for evidence that a seal / gasket / stripping was ever present (e.g. adhesive residue, open staple, nail or screw holes, empty kerf, etc.).
  - For example, there is a gap less than 1/4 inch permitting light under a entry door, but no evidence of water penetration (e.g. water damage or dry rot). Using touch or a mirror it is determined that the door was designed without a seal or a threshold. In this case, there is not a defect. However, if there is evidence of water penetration, then it would be considered a defect.
- Look at the edges of the entry door and the door jamb or frame for a tag indicating that the door is a fire door.
- If it has a tag, inspect the door using the Door — Fire standard.

TOOLS OR EQUIPMENT:

REQUIRED:

- Flashlight; Inspection mirror; Distance measuring device

USEFUL:

- None

DEFICIENCY 9 — INSIDE: [ENTRY DOOR SEAL, GASKET, OR STRIPPING IS DAMAGED, INOPERABLE, OR MISSING](#)

DEFICIENCY CRITERIA:

The entry door seal, gasket, or stripping is:

- damaged (i.e. visibly defective; impacts functionality);
- inoperable (i.e. overall system or component thereof not meeting function / purpose; with or without visible damage); or
- missing (i.e. evidence of prior installation, but now not present or is incomplete).

AND ONE OF THE FOLLOWING CONDITIONS:

Condition 1:

- General door type: Results in a gap of ¼ inch wide or greater between the door slab and the stop molding on the jamb, or the jamb itself, or between the bottom of the door and the threshold or floor AND permits light around the closed door.
- Special door type: Results in a gap of ¼ inch wide or greater around or under the door or where the doors meet AND permits light around the closed door or where the doors meet.

Condition 2:

- General door type: There is evidence of water penetrating (e.g. water damage or dry rot) around or under the door.
- Special door type: There is evidence of water penetrating (e.g. water damage or dry rot) around or under the door or where the doors meet.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
RI	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If entry door seal, gasket, or stripping is damaged, inoperable, or missing and there is inclement weather or an emergency (e.g. smoke or fire spread), then the resident's physical health may be in jeopardy.

INSPECTION PROCESS:

- OBSERVATION:**
- General door type:
- With door open, inspect the top and sides of the jamb for damaged, inoperable, or missing seal / gasket / stripping (e.g. splits, cracks, holes, gaps, etc.).
  - With door open, inspect the bottom door sweep for damaged, inoperable, or missing seal / gasket / stripping.
  - Standing inside the unit with door closed, look for light around and under.
  - Standing inside the unit with door closed, identify any gap around the door.
- Special door type:
- With door open, inspect the top and sides of the jamb for damaged, inoperable, or missing seal / gasket / stripping (e.g. splits, cracks, holes, gaps, etc.).
  - With door open, inspect the bottom door sweep for damaged, inoperable, or missing seal / gasket / stripping.
  - With door open, inspect for damaged, inoperable, or missing seal / gasket / stripping where the doors meet.
  - Standing inside the unit with door closed, look for light around and under the door and where the doors meet (i.e. astragal).
  - Standing inside the unit with door closed, identify any gap around the door.
- REQUEST FOR HELP:**
- Ask the POA if you have seen all the entry doors.
- ACTION:**
- General door type:
- Measure the gap between the edge of the door slab and the stop molding or the jamb.
  - Measure the gap between the bottom of the door and the threshold or the floor.
- Special door type:
- Measure the gap between the edge of the door slab and the stop molding or the jamb.
  - Measure the gap between the bottom of the door and the threshold or the floor.
  - Measure the gap where the doors meet.
- More Information:**
- This defect includes both manufacture installed and after market seals, gaskets, or stripping.
  - Entry doors designed without a seal / gasket / stripping are not considered a defect.
    - To determine this, use a mirror to look at the top, sides, and bottom of the door and the top and sides of the jamb for evidence that a seal / gasket / stripping was ever present (e.g. adhesive residue, open staple, nail or screw holes, empty kerf, etc.).
    - For example, there is a gap less than 1/4 inch permitting light under a entry door, but no evidence of water penetration (e.g. water damage or dry rot). Using touch or a mirror it is determined that the door was designed without a seal or a threshold. In this case, there is not a defect. However, if there is evidence of water penetration, then it would be considered a defect.
  - Look at the edges of the entry door and the door jamb or frame for a tag indicating that the door is a fire door.
  - If it has a tag, inspect the door using the Door — Fire standard.

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TOOLS OR EQUIPMENT:

- REQUIRED:**
- Flashlight; Inspection mirror; Distance measuring device
- USEFUL:**
- None

DEFICIENCY 10 — UNIT: [ENTRY DOOR HAS A BROKEN SEAL THERMAL PANE](#)

DEFICIENCY CRITERIA: Entry door has a broken seal thermal pane.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If panes are broken, then increased heating and cooling expenses may be incurred.

INSPECTION PROCESS:

- OBSERVATION: - Observed condensation or discoloration between the glass panes of a thermal pane in the entry door.
- REQUEST FOR HELP: - Ask the POA if you have seen all the entry doors.
- ACTION: - Step back from the door and look for condensation, fogging, or discoloration between the panes of the thermal pane.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY 10 — INSIDE: [ENTRY DOOR HAS A BROKEN SEAL THERMAL PANE](#)

DEFICIENCY CRITERIA: Entry door has a broken seal thermal pane.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
M5	Increased Monetary Impact to HUD	Direct	HUD would incur additional costs due to this condition.	If panes are broken, then increased heating and cooling expenses may be incurred.

INSPECTION PROCESS:

- OBSERVATION: - Observed condensation or discoloration between the glass panes of a thermal pane in the entry door.
- REQUEST FOR HELP: - Ask the POA if you have seen all the entry doors.
- ACTION: - Step back from the door and look for condensation, fogging, or discoloration between the panes of the thermal pane.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY I I — UNIT: [ENTRY DOOR SECURITY DEVICE OR SECONDARY PRIMARY LOCK DAMAGED OR INOPERABLE](#)

DEFICIENCY CRITERIA: The entry door security device or alternative lock is damaged (i.e., visibly defective; impacts functionality).

OR

The entry door security device or alternative lock is inoperable (i.e., overall system or component thereof not meeting function or purpose; with or without visible damage).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If the security device attached to the entry door is not functioning, then the resident's security may be diminished.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If the security device attached to the entry door is not functioning, then the resident's privacy may be diminished.
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 entry door security device will not function, then resident may be unable to fully use a feature of the unit which is expected to be part of the rent.

INSPECTION PROCESS:

- OBSERVATION: - Observe all the parts of the security device or secondary primary lock attached to the door.
- REQUEST FOR HELP: - Ask the POA if you have seen all the entry doors.
- ACTION: - If present, test security device (e.g., chain lock, slide lock, barrel bolt, swing guard, etc.) or secondary primary lock to determine if it is damaged or inoperable.
- More Information: - If only one primary lock is present, inspect under the applicable deficiency within this standard.  
 - If multiple primary locks are present and none of them work, record primary lock under the applicable deficiency within this standard and secondary primary locks under this defect.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 11 — INSIDE: [ENTRY DOOR SECURITY DEVICE OR SECONDARY PRIMARY LOCK DAMAGED OR INOPERABLE](#)

DEFICIENCY CRITERIA: The entry door security device or alternative lock is damaged (i.e., visibly defective; impacts functionality).

OR

The entry door security device or alternative lock is inoperable (i.e., overall system or component thereof not meeting function or purpose; with or without visible damage).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If the security device attached to the entry door is not functioning, then the resident's security may be diminished.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If the security device attached to the entry door is not functioning, then the resident's privacy may be diminished.
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 entry door security device will not function, then resident may be unable to fully use a feature of the unit which is expected to be part of the rent.

INSPECTION PROCESS:

- OBSERVATION: - Observe all the parts of the security device or secondary primary lock attached to the door.
- REQUEST FOR HELP: - Ask the POA if you have seen all the entry doors.
- ACTION: - If present, test security device (e.g., chain lock, slide lock, barrel bolt, swing guard, etc.) or secondary primary lock to determine if it is damaged or inoperable.
- More Information: - If only one primary lock is present, inspect under the applicable deficiency within this standard.  
 - If multiple primary locks are present and none of them work, record primary lock under the applicable deficiency within this standard and secondary primary locks under this defect.



TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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**SUMMARY OF CHANGES**

**TITLE:** DOOR — ENTRY  
**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
Title	Revised title	VI.3	2020-07-31
Definition	Revised definition	VI.3	2020-07-31
Purpose	Field added	VI.3	2020-07-31
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Expanded previous deficiency 1 Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised 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>Deficiency 3</b>	<b>Expanded previous deficiency 1 Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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>Deficiency 4</b>	<b>Expanded previous deficiency 1 Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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>Deficiency 5</b>	<b>Previously deficiency 2 Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 6</b>	<b>Previously deficiency 3 Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV – Correction Timeframe	Field added; response input as “24 hours”		
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		
<b>Deficiency 7</b>	<b>Previously deficiency 4 Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 8</b>	<b>Added by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 9</b>	<b>Added by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 10</b>	<b>Added by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		

Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 11</b>	<b>Added by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		

**TITLE:** DOOR — FIRE

**VERSION:** VI.3

**DATE PUBLISHED:** 7/31/20

**DEFINITION:** A door with a fire-resistant rating (i.e., the time within which materials or assemblies have withstood fire exposure).

**PURPOSE:** Used as part of a passive fire protection system to reduce the spread of fire and smoke between separate compartments of a structure and to enable safe egress from a building or structure.

**NAME VARIANTS:** Emergency door

**COMMON MATERIALS:** Metal; Wood; Glass; Composite

**COMMON COMPONENTS:** Door; Frame; Fire or smoke seals; Gaskets; Weather stripping; Hinges; Handles; Latching mechanism; Automatic closing devices; Vision panels

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Front, rear and side entry door, utility closet doors, garage or building door
<input checked="" type="checkbox"/>	Inside	Entrances, common areas, hallways, stairwells, exits, garage or building door
<input checked="" type="checkbox"/>	Outside	Building exterior doors, exterior garage door, exterior storage room doors, exterior utility room doors

**MORE INFORMATION:** Related standards include “Exit Sign” and “Door — Entry”

**DEFICIENCY 1:** Door does not open, close, or latch

**LOCATION:**  Unit       Inside       Outside

**DEFICIENCY 2:** Door does not self-close and latch

**LOCATION:**  Unit       Inside       Outside

**DEFICIENCY 3:** Door surface is damaged

**LOCATION:**  Unit       Inside       Outside

**DEFICIENCY 4:** Door seal or gasket is damaged or missing

**LOCATION:**  Unit       Inside       Outside

DEFICIENCY I — UNIT: [DOOR DOES NOT OPEN, CLOSE, OR LATCH](#)

DEFICIENCY CRITERIA: Door does not open.

AND / OR

Door does not close.

OR

Door components (i.e. hinges, locks, or latches) are missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

Door components are inoperable (i.e. overall system or component thereof not meeting function or purpose; with or without visible damage).

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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If fire door does not open, close, or latch, and there is an emergency, then the health of the resident may be in jeopardy.
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire door does not open, close, or latch, and there is an emergency, then the safety of the resident may be in jeopardy.
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 fire door does not open, close, or latch, then the resident may not be able to utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	It is reasonable to expect a tenant to report this deficiency, and for facilities	If fire door does not open, close, or latch, then it reasonable to expect the resident will report this defect and its presence



			management to prioritize a work order response to fix that deficiency.	may indicate that complaint-based work orders are not being addressed.
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 fire door does not open, close, or latch, then it may indicate that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:** Look to ensure that this is properly rated fire door:
- Look for the fire door label or plug on the edge of the door slab between the middle and top hinge.
  - Look for the label or plug on the top and hinge side of the jamb or frame.
- REQUEST FOR HELP:** - None
- ACTION:**
- Open the door to at least 90 degrees.
  - Close the door completely until latch engages.
  - Push door in an attempt to open the door without engaging the latch (via doorknob, handle, or bar).
- More Information:** - None

**TOOLS OR EQUIPMENT:**

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

DEFICIENCY I — INSIDE: [DOOR DOES NOT OPEN, CLOSE, OR LATCH](#)

DEFICIENCY CRITERIA: Door does not open.

AND / OR

Door does not close.

OR

Door components (i.e. hinges, locks, or latches) are missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

Door components are inoperable (i.e. overall system or component thereof not meeting function or purpose; with or without visible damage).

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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If fire door does not open, close, or latch, and there is an emergency, then the health of the resident may be in jeopardy.
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire door does not open, close, or latch, and there is an emergency, then the safety of the resident may be in jeopardy.
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 fire door does not open, close, or latch, then the resident may not be able to utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	It is reasonable to expect a tenant to report this deficiency, and for facilities	If fire door does not open, close, or latch, then it reasonable to expect the resident will report this defect and its presence

			management to prioritize a work order response to fix that deficiency.	may indicate that complaint-based work orders are not being addressed.
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 fire door does not open, close, or latch, then it may indicate that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:** Look to ensure that this is properly rated fire door:
- Look for the fire door label or plug on the edge of the door slab between the middle and top hinge.
  - Look for the label or plug on the top and hinge side of the jamb or frame.
- REQUEST FOR HELP:** - None
- ACTION:**
- Open the door to at least 90 degrees.
  - Close the door completely until latch engages.
  - Push door in an attempt to open the door without engaging the latch (via doorknob, handle, or bar).
- More Information:** - None

**TOOLS OR EQUIPMENT:**

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

DEFICIENCY I — OUTSIDE: [DOOR DOES NOT OPEN, CLOSE, OR LATCH](#)

DEFICIENCY CRITERIA: Door does not open.

AND / OR

Door does not close.

OR

Door components (i.e. hinges, locks, or latches) are missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

Door components are inoperable (i.e. overall system or component thereof not meeting function or purpose; with or without visible damage).

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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If fire door does not open, close, or latch, and there is an emergency, then the health of the resident may be in jeopardy.
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire door does not open, close, or latch, and there is an emergency, then the safety of the resident may be in jeopardy.
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 fire door does not open, close, or latch, then the resident may not be able to utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	It is reasonable to expect a tenant to report this deficiency, and for facilities	If fire door does not open, close, or latch, then it reasonable to expect the resident will report this defect and its presence

			management to prioritize a work order response to fix that deficiency.	may indicate that complaint-based work orders are not being addressed.
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 fire door does not open, close, or latch, then it may indicate that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:** Look to ensure that this is properly rated fire door:
- Look for the fire door label or plug on the edge of the door slab between the middle and top hinge.
  - Look for the label or plug on the top and hinge side of the jamb or frame.
- REQUEST FOR HELP:** - None
- ACTION:**
- Open the door to at least 90 degrees.
  - Close the door completely until latch engages.
  - Push door in an attempt to open the door without engaging the latch (via doorknob, handle, or bar).
- More Information:** - None

**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 2 — UNIT: [DOOR DOES NOT SELF-CLOSE AND LATCH](#)

DEFICIENCY CRITERIA: Door with self-closing mechanism does not self-close and latch.

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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If fire door does not self-close and latch, and there is a fire, then resident's health may be in jeopardy due to spreading flames or smoke inhalation.
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire door does not self-close and latch, and there is a fire, then resident may be injured by spreading flames.
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 fire door does not self-close and latch, then resident may not be able to fully utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If fire door does not self-close and latch, it is likely resident will report this deficiency and that its present may indicate complaint-based work orders are not being addressed.
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 fire door does not self-close and latch, it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.

INSPECTION PROCESS:

OBSERVATION: - Look to see if the door has self-closing mechanisms (e.g. spring-loaded hinges or a pneumatic closer).

REQUEST FOR HELP: - None

ACTION: - Open the door fully and test release mechanism.  
 - Wait for the door to close and latch.  
 - Once the door has closed, attempt to open the door without engaging the latch to ensure the door is closed and latched.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — INSIDE: [DOOR DOES NOT SELF-CLOSE AND LATCH](#)

DEFICIENCY CRITERIA: Door with self-closing mechanism does not self-close and latch.

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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If fire door does not self-close and latch, and there is a fire, then resident's health may be in jeopardy due to spreading flames or smoke inhalation.
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire door does not self-close and latch, and there is a fire, then resident may be injured by spreading flames.
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 fire door does not self-close and latch, then resident may not be able to fully utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If fire door does not self-close and latch, it is likely resident will report this deficiency and that its present may indicate complaint-based work orders are not being addressed.
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 fire door does not self-close and latch, it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.

INSPECTION PROCESS:

OBSERVATION: - Look to see if the door has self-closing mechanisms (e.g. spring-loaded hinges or a pneumatic closer).

REQUEST FOR HELP: - None

ACTION: - Open the door fully and test release mechanism.  
 - Wait for the door to close and latch.  
 - Once the door has closed, attempt to open the door without engaging the latch to ensure the door is closed and latched.



More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — OUTSIDE: [DOOR DOES NOT SELF-CLOSE AND LATCH](#)

DEFICIENCY CRITERIA: Door with self-closing mechanism does not self-close and latch.

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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If fire door does not self-close and latch, and there is a fire, then resident's health may be in jeopardy due to spreading flames or smoke inhalation.
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire door does not self-close and latch, and there is a fire, then resident may be injured by spreading flames.
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 fire door does not self-close and latch, then resident may not be able to fully utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If fire door does not self-close and latch, it is likely resident will report this deficiency and that its present may indicate complaint-based work orders are not being addressed.
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 fire door does not self-close and latch, it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.

INSPECTION PROCESS:

OBSERVATION: - Look to see if the door has self-closing mechanisms (e.g. spring-loaded hinges or a pneumatic closer).

REQUEST FOR HELP: - None

ACTION: - Open the door fully and test release mechanism.  
 - Wait for the door to close and latch.  
 - Once the door has closed, attempt to open the door without engaging the latch to ensure the door is closed and latched.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — UNIT: DOOR SURFACE IS DAMAGED

DEFICIENCY CRITERIA: There is a hole of any size present.

OR

25% of the door surface has rust that affects the integrity of the door.

OR

There is broken or missing glass.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If fire door surface is damaged, and there is an emergency (e.g. fire), then the resident may be in danger fire and smoke exposure.
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire door surface is damaged, and there is an emergency (e.g. fire), then the resident's safety may be in jeopardy.
M1	Corrective Maintenance	Direct	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.	If a fire door surface is damaged, then it is likely a resident will report this defect to management and may indicate that management is not responding to complaint-based work orders.
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 a fire door surface is damaged, then it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.

INSPECTION PROCESS:

OBSERVATION: - Look at surface of door for any holes or damage such as cracks, rust, or broken glass.

REQUEST FOR HELP: - None

**ACTION:** - If present, measure rust and determine the percentage of the overall door surface that is impacted.

**More Information:** - None

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - Flashlight

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DEFICIENCY 3 — INSIDE: [DOOR SURFACE IS DAMAGED](#)

DEFICIENCY CRITERIA: There is a hole of any size present.

OR

25% of the door surface has rust that affects the integrity of the door.

OR

There is broken or missing glass.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If fire door surface is damaged, and there is an emergency (e.g. fire), then the resident may be in danger fire and smoke exposure.
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire door surface is damaged, and there is an emergency (e.g. fire), then the resident's safety may be in jeopardy.
M1	Corrective Maintenance	Direct	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.	If a fire door surface is damaged, then it is likely a resident will report this defect to management and may indicate that management is not responding to complaint-based work orders.
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 a fire door surface is damaged, then it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.

INSPECTION PROCESS:

OBSERVATION: - Look at surface of door for any holes or damage such as cracks, rust, or broken glass.

REQUEST FOR HELP: - None

**ACTION:** - If present, measure rust and determine the percentage of the overall door surface that is impacted.

**More Information:** - None

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - Flashlight

DEFICIENCY 3 — OUTSIDE: [DOOR SURFACE IS DAMAGED](#)

DEFICIENCY CRITERIA: There is a hole of any size present.

OR

25% of the door surface has rust that affects the integrity of the door.

OR

There is broken or missing glass.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If fire door surface is damaged, and there is an emergency (e.g. fire), then the resident may be in danger fire and smoke exposure.
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire door surface is damaged, and there is an emergency (e.g. fire), then the resident's safety may be in jeopardy.
M1	Corrective Maintenance	Direct	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.	If a fire door surface is damaged, then it is likely a resident will report this defect to management and may indicate that management is not responding to complaint-based work orders.
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 a fire door surface is damaged, then it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.

INSPECTION PROCESS:

OBSERVATION: - Look at surface of door for any holes or damage such as cracks, rust, or broken glass.

REQUEST FOR HELP: - None



**ACTION:** - If present, measure rust and determine the percentage of the overall door surface that is impacted.

**More Information:** - None

---

**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - Flashlight

---

DEFICIENCY 4 — UNIT: [DOOR SEAL OR GASKET IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Door seal or gasket is damaged (i.e. visibly defective; impacts functionality).

OR

Door seal or gasket is missing (i.e. evidence of prior installation, but now not present or is incomplete).

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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If door seal or gasket is damaged or missing, and there is an emergency (e.g. fire), then the resident may be in danger of fire and smoke exposure.
R2	Safety	Indirect	Resident could be injured because of this condition.	If door seal or gasket is damaged or missing, and there is an emergency (e.g. fire), then the resident's safety may be in jeopardy.
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 door seal or gasket is damaged or missing, then the resident cannot use a feature that is reasonably expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If door seal or gasket is damaged or missing, then it is likely a resident will report this defect to management and may indicate that management is not responding to complaint-based work orders.
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 door seal or gasket is damaged or missing, then it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look for the fire door label or plug on the edge of the door slab between the middle and top hinge or on the top edge.
  - Look for the label or plug on the top and hinge side of the jamb.
  - Close the fire door, step back, and look for a gap around the door.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - None

---

**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
-

DEFICIENCY 4 — INSIDE: [DOOR SEAL OR GASKET IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Door seal or gasket is damaged (i.e. visibly defective; impacts functionality).

OR

Door seal or gasket is missing (i.e. evidence of prior installation, but now not present or is incomplete).

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
R1	Health	Indirect	Condition could affect resident’s mental, or physical, or psychological state.	If door seal or gasket is damaged or missing, and there is an emergency (e.g. fire), then the resident may be in danger of fire and smoke exposure.
R2	Safety	Indirect	Resident could be injured because of this condition.	If door seal or gasket is damaged or missing, and there is an emergency (e.g. fire), then the resident’s safety may be in jeopardy.
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 door seal or gasket is damaged or missing, then the resident cannot use a feature that is reasonably expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If door seal or gasket is damaged or missing, then it is likely a resident will report this defect to management and may indicate that management is not responding to complaint-based work orders.
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 door seal or gasket is damaged or missing, then it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look for the fire door label or plug on the edge of the door slab between the middle and top hinge or on the top edge.
  - Look for the label or plug on the top and hinge side of the jamb.
  - Close the fire door, step back, and look for a gap around the door.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
-

DEFICIENCY 4 — OUTSIDE: [DOOR SEAL OR GASKET IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Door seal or gasket is damaged (i.e. visibly defective; impacts functionality).

OR

Door seal or gasket is missing (i.e. evidence of prior installation, but now not present or is incomplete).

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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If door seal or gasket is damaged or missing, and there is an emergency (e.g. fire), then the resident may be in danger of fire and smoke exposure.
R2	Safety	Indirect	Resident could be injured because of this condition.	If door seal or gasket is damaged or missing, and there is an emergency (e.g. fire), then the resident's safety may be in jeopardy.
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 door seal or gasket is damaged or missing, then the resident cannot use a feature that is reasonably expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If door seal or gasket is damaged or missing, then it is likely a resident will report this defect to management and may indicate that management is not responding to complaint-based work orders.
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 door seal or gasket is damaged or missing, then it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look for the fire door label or plug on the edge of the door slab between the middle and top hinge or on the top edge.
  - Look for the label or plug on the top and hinge side of the jamb.
  - Close the fire door, step back, and look for a gap around the door.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
-

**SUMMARY OF CHANGES**

**TITLE:** DOOR — FIRE  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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		
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		
<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		
<b>Deficiency 3</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	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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>Deficiency 4</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		

**TITLE:** DOOR — GENERAL

**VERSION:** VI.3

**DATE PUBLISHED:** 7/31/20

**DEFINITION:** Panel that provides an opening in a building or room and provides separation (i.e., closes an opening).

**PURPOSE:** Provides privacy, manages the physical atmosphere inside a room (e.g., heating and cooling), and may prevent the spread of fire or smoke.

**NAME VARIANTS:** Sliding door; Entrance; Entry; Egress; Exit

**COMMON MATERIALS:** Wood; Steel; Fiberglass; Vinyl; Composite; Glass

**COMMON COMPONENTS:** Frame; Sill; Jamb; Handle; Door sweep; Lock set; Threshold; Hinge; Casing

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Hallways, stairwells, laundry rooms, bedrooms, bathrooms, living rooms, dining rooms
<input checked="" type="checkbox"/>	Inside	Hallways, stairwells, laundry rooms, community rooms, bathrooms, living rooms, dining rooms
<input type="checkbox"/>	Outside	None

**MORE INFORMATION:** Bedrooms are not required to have doors; tenant preference.

**DEFICIENCY 1:** Door does not open, close, latch, or lock

**LOCATION:**  Unit  Inside

**DEFICIENCY 2:** Any size hole or crack that penetrates the door into the adjacent room

**LOCATION:**  Unit  Inside

**DEFICIENCY 3:** Damage to the door, door frame, or case that directly impacts privacy or structural integrity

**LOCATION:**  Unit  Inside

DEFICIENCY I — UNIT: DOOR DOES NOT OPEN, CLOSE, LATCH, OR LOCK

DEFICIENCY CRITERIA: Door does not open.

AND / OR

Door does not close in frame.

OR

Door components (i.e., hinges, locks, or latches) are missing or inoperable.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If door does not open, close, latch, or lock, then resident's egress may be blocked.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If door does not open, close, latch, or lock, then the resident's supplemental security may be impacted.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If door does not open, close, latch, or lock, then resident's privacy could be limited.
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 door does not open, close, latch, or lock, then resident cannot fully utilize a feature of their home that is expected to be included in their rent.
M1	Corrective Maintenance	Direct	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.	If door does not open, close, latch, or lock, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
M2	Routine Maintenance	Direct	It is reasonable to expect that this deficiency would be identified through routine daily observations and facilities	If door does not open, close, latch, or lock, then it should be identified during daily maintenance activities and the presence

			management would prioritize work orders to fix this deficiency.	of this defect may indicate self-generated work orders are not be addressed.
M6	Structural	Indirect	This condition indicates potential structural failure of the building or a load-bearing component.	If door does not open, close, latch, or lock, then it may indicate a structural issue (e.g. foundational settling).

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at door.
  - Visually observe that door opens at least 90° and the opening of the door is at least 26 inches.
  - Visually observe that door seats in the frame.
  - Visually observe the presence of hinges, latches, or locks.
- REQUEST FOR HELP:**
- None
- ACTION:**
- Engage the doorknob or handle and attempt to open the door.
  - Attempt to close the door.
  - If self-closure is present, allow door to self-close.
  - While in the closed position, pull the doorknob or handle to ensure that the door is latched.
  - Attempt to lock the door using the deadbolt or lock on the doorknob.
- More Information:**
- None

**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- Distance measuring device
- USEFUL:**
- None

DEFICIENCY I — INSIDE: [DOOR DOES NOT OPEN, CLOSE, LATCH, OR LOCK](#)

DEFICIENCY CRITERIA: Door does not open

AND / OR

Door does not close in frame.

OR

Door components (i.e., hinges, locks, or latches) are missing or inoperable.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If door does not open, close, latch, or lock, then resident's egress may be blocked.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If door does not open, close, latch, or lock, then the resident's supplemental security may be impacted.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If door does not open, close, latch, or lock, then resident's privacy could be limited.
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 door does not open, close, latch, or lock, then resident cannot fully utilize a feature of their home that is expected to be included in their rent.
M1	Corrective Maintenance	Direct	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.	If door does not open, close, latch, or lock, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
M2	Routine Maintenance	Direct	It is reasonable to expect that this deficiency would be identified through routine daily observations and facilities	If door does not open, close, latch, or lock, then it should be identified during daily maintenance activities and the presence

			management would prioritize work orders to fix this deficiency.	of this defect may indicate self-generated work orders are not be addressed.
M6	Structural	Indirect	This condition indicates potential structural failure of the building or a load-bearing component.	If door does not open, close, latch, or lock, then it may indicate a structural issue (e.g. foundational settling).

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at door.
  - Visually observe that door opens at least 90° and the opening of the door is at least 26 inches.
  - Visually observe that door seats in the frame.
  - Visually observe the presence of hinges, latches, or locks.
- REQUEST FOR HELP:**
- None
- ACTION:**
- Engage the doorknob or handle and attempt to open the door.
  - Attempt to close the door.
  - If self-closure is present, allow door to self-close.
  - While in the closed position, pull the doorknob or handle to ensure that the door is latched.
  - Attempt to lock the door using the deadbolt or lock on the doorknob.
- More Information:**
- None

**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- Distance measuring device
- USEFUL:**
- None

DEFICIENCY 2 — UNIT: ANY SIZE HOLE OR CRACK THAT PENETRATES THE DOOR INTO THE ADJACENT ROOM

DEFICIENCY CRITERIA: A hole or crack of any size that penetrates through the door, frame, or a lite.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Indirect	Resident cannot control access to unit or property because of this condition.	If door has a hole, and there is an intruder, then the resident's supplemental security may be impacted.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If door has a hole, then resident's privacy may be impacted.
M1	Corrective Maintenance	Direct	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.	If door has a hole, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Inspect the surface of the door assembly, looking for any holes that penetrate through the door, frame, or a lite.  
 - After shining flashlight on identified hole, visually inspect the other side of the door to determine if the light is visible.

REQUEST FOR HELP: - None

ACTION: - Turn on flashlight and shine light on the hole from one side of the door.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Flashlight; Distance measuring device

USEFUL: - None

DEFICIENCY 2 — INSIDE: [ANY SIZE HOLE OR CRACK THAT PENETRATES THE DOOR INTO THE ADJACENT ROOM](#)

DEFICIENCY CRITERIA: A hole or crack of any size that penetrates through the door, frame, or a lite.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Indirect	Resident cannot control access to unit or property because of this condition.	If door has a hole, and there is an intruder, then the resident's supplemental security may be impacted.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If door has a hole, then resident's privacy may be impacted.
M1	Corrective Maintenance	Direct	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.	If door has a hole, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Inspect the surface of the door assembly, looking for any holes that penetrate through the door, frame, or a lite.  
 - After shining flashlight on identified hole, visually inspect the other side of the door to determine if the light is visible.

REQUEST FOR HELP: - None

ACTION: - Turn on flashlight and shine light on the hole from one side of the door.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Flashlight; Distance measuring device

USEFUL: - None



DEFICIENCY 3 — UNIT: [DAMAGE TO THE DOOR, DOOR FRAME, OR CASE THAT DIRECTLY IMPACTS PRIVACY OR STRUCTURAL INTEGRITY](#)

DEFICIENCY CRITERIA: There is delamination or material separation of 2 inches or more on the door surface.

OR

A nonpenetrative hole with a diameter of 2 inches or greater is found.

OR

There is damage to the door, frame, or casing that impedes function or creates a hazard.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If door is damaged, then the resident's supplemental security may be impacted.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If door is damaged, then resident's privacy may be impacted.
M1	Corrective Maintenance	Direct	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.	If door is damaged, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Visually inspect the surface of the door assembly, looking for surface damage (e.g. delamination, material separation, or a nonpenetrative hole).

REQUEST FOR HELP: - None

ACTION: - Inspect both sides of the door for delamination and / or deterioration.  
 - If present, measure the affected area to determine if it meets criteria.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Flashlight; Inspection mirror; Distance measuring device

USEFUL: - None

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DEFICIENCY 3 — INSIDE: [DAMAGE TO THE DOOR, DOOR FRAME, OR CASE THAT DIRECTLY IMPACTS PRIVACY OR STRUCTURAL INTEGRITY](#)

DEFICIENCY CRITERIA: There is delamination or material separation of 2 inches or more on the door surface.

OR

A nonpenetrative hole with a diameter of 2 inches or greater is found.

OR

There is damage to the door, frame, or casing that impedes function or creates a hazard.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If door is damaged, then the resident's supplemental security may be impacted.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If door is damaged, then resident's privacy may be impacted.
M1	Corrective Maintenance	Direct	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.	If door is damaged, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Visually inspect the surface of the door assembly, looking for surface damage (e.g. delamination, material separation, or a nonpenetrative hole).

REQUEST FOR HELP: - None

ACTION: - Inspect both sides of the door for delamination and / or deterioration.  
 - If present, measure the affected area to determine if it meets criteria.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Flashlight; Inspection mirror; Distance measuring device

USEFUL: - None

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**SUMMARY OF CHANGES**

**TITLE:** DOOR — GENERAL

**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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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		
<b>Deficiency 3</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-27</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-27</b>

TITLE: **DRYER VENT**  
 VERSION: VI.3  
 DATE PUBLISHED: 7/31/20

DEFINITION: A vent attached to a clothes dryer.  
 PURPOSE: Transport moisture, excess heat, lint, and, in some cases, carbon monoxide to a designated location.  
 NAME VARIANTS: Dryer exhaust vent; Air vent; Dryer lent trap box; Dryer lent trap box with water reservoir  
 COMMON MATERIALS: Metal; Vinyl; PVC; Aluminum; Plastic  
 COMMON COMPONENTS: Transition duct; Metal or aluminum ductwork; External louvered vent and cover; Water reservoir  
 LOCATION:  Unit Laundry room, washer and dryer area  
 Inside Laundry room, washer and dryer area  
 Outside External louvered vent and cover  
 MORE INFORMATION: None

DEFICIENCY 1: Electric dryer vent is missing, detached, or has a hole  
 LOCATION:  Unit  Inside

DEFICIENCY 2: Gas dryer vent is missing, detached, or has a hole  
 LOCATION:  Unit  Inside

DEFICIENCY 3: Dryer vent has restricted airflow  
 LOCATION:  Unit  Inside

DEFICIENCY 4: Exterior dryer vent cover missing or damaged  
 LOCATION:  Outside

DEFICIENCY 5: Gas dryer vent of unsuitable material has been installed  
 LOCATION:  Unit  Inside

DEFICIENCY 6: Exterior dryer vent cover is blocked  
 LOCATION:  Outside

DEFICIENCY I — UNIT: [ELECTRIC DRYER VENT IS MISSING, DETACHED, OR HAS A HOLE](#)

DEFICIENCY CRITERIA: Dryer vent is missing, detached, or has a hole.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If dryer vent is missing, detached, or has a hole, then resident's air quality may be impacted.
R2	Safety	Direct	Resident could be injured because of this condition.	If dryer vent is missing, detached, or has a hole, then this could create a fire hazard.
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 the dryer vent is missing, detached, or has a hole, then resident may not be able to use an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If the dryer vent is missing, detached, or has a hole, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 the dryer vent is missing, detached, or has a hole, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look behind the clothes dryer and attempt to locate the dryer vent.  
 - If unable to locate dryer vent, look behind the clothes dryer and observe if there is an accumulation of dryer lint, which indicates that a dryer vent may be missing or detached from the dryer or the wall.  
 - Look for holes in the dryer vent
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Use of a dryer vent lint trap box with water reservoir is allowed on electric dryers only.



- The reservoir must be filled with water.
- Listed and labeled condensing (ductless) dryers are exempt.

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TOOLS OR EQUIPMENT:

- REQUIRED:       - Flashlight
- USEFUL:           - Inspection mirror

DEFICIENCY I — INSIDE: [ELECTRIC DRYER VENT IS MISSING, DETACHED, OR HAS A HOLE](#)

DEFICIENCY CRITERIA: Dryer vent is missing, detached, or has a hole.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If dryer vent is missing, detached, or has a hole, then resident's air quality may be impacted.
R2	Safety	Direct	Resident could be injured because of this condition.	If dryer vent is missing, detached, or has a hole, then this could create a fire hazard.
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 the dryer vent is missing, detached, or has a hole, then resident may not be able to use an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If the dryer vent is missing, detached, or has a hole, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 the dryer vent is missing, detached, or has a hole, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look behind the clothes dryer and attempt to locate the dryer vent.  
 - If unable to locate dryer vent, look behind the clothes dryer and observe if there is an accumulation of dryer lint, which indicates that a dryer vent may be missing or detached from the dryer or the wall.  
 - Look for holes in the dryer vent

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Use of a dryer vent lint trap box with water reservoir is allowed on electric dryers only.

- The reservoir must be filled with water.
- Listed and labeled condensing (ductless) dryers are exempt.

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TOOLS OR EQUIPMENT:

- REQUIRED:       - Flashlight
- USEFUL:           - Inspection mirror

DEFICIENCY 2 — UNIT: GAS DRYER VENT IS MISSING, DETACHED, OR HAS A HOLE

DEFICIENCY CRITERIA: Gas dryer vent is missing, detached, has a hole.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If dryer vent is missing, detached, or has a hole, then resident's air quality may be impacted.
R2	Safety	Direct	Resident could be injured because of this condition.	If dryer vent is missing, detached, or has a hole, then this could create a fire hazard.
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 the dryer vent is missing, detached, or has a hole, then resident may not be able to use an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If the dryer vent is missing, detached, or has a hole, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 the dryer vent is missing, detached, or has a hole, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look behind the clothes dryer and attempt to locate the dryer vent.  
 - If unable to locate dryer vent, look behind the clothes dryer and observe if there is an accumulation of dryer lint, which indicates that a dryer vent may be missing or detached from the dryer or the wall.  
 - Verify gas dryer vent is of metal material suitable.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Use of a dryer vent lint trap box with water reservoir is not allowed on gas dryers.  
 - If found connected to a gas dryer record a deficiency.

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TOOLS OR EQUIPMENT:

REQUIRED: - Flashlight; Inspection mirror

USEFUL: - None

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DEFICIENCY 2 — INSIDE: [GAS DRYER VENT IS MISSING, DETACHED, OR HAS A HOLE](#)

DEFICIENCY CRITERIA: Gas dryer vent is missing, detached, has a hole.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If dryer vent is missing, detached, or has a hole, then resident's air quality may be impacted.
R2	Safety	Direct	Resident could be injured because of this condition.	If dryer vent is missing, detached, or has a hole, then this could create a fire hazard.
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 the dryer vent is missing, detached, or has a hole, then resident may not be able to use an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If the dryer vent is missing, detached, or has a hole, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 the dryer vent is missing, detached, or has a hole, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Look behind the clothes dryer and attempt to locate the dryer vent.
  - If unable to locate dryer vent, look behind the clothes dryer and observe if there is an accumulation of dryer lint, which indicates that a dryer vent may be missing or detached from the dryer or the wall.
  - Verify gas dryer vent is of metal material suitable.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information:
- Use of a dryer vent lint trap box with water reservoir is not allowed on gas dryers.
  - If found connected to a gas dryer record a deficiency.

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TOOLS OR EQUIPMENT:

REQUIRED: - Flashlight; Inspection mirror

USEFUL: - None

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DEFICIENCY 3 — UNIT: [DRYER VENT HAS RESTRICTED AIRFLOW](#)

DEFICIENCY CRITERIA: Dryer vent has restricted airflow.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If dryer vent has restricted airflow, then resident's air quality may be impacted.
R2	Safety	Indirect	Resident could be injured because of this condition.	If dryer vent has restricted airflow, and the vent achieves a high enough temperature, then this could create a fire hazard.
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 dryer vent has restricted airflow, then resident may not be able to use an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If dryer vent has restricted airflow, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 dryer vent has restricted airflow, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Look at the dryer vent and identify the flexible duct line.
  - Look at the entire duct line that runs from the back of the dryer into the wall.
  - Look for crushed pipe or any unintentionally designed kinks in the ductwork.
- REQUEST FOR HELP: - None
- ACTION:
- Ask the resident or POA if they smell a burning smell when dryer is active
  - Ask the resident or POA if there is an increased drying time.



- More Information:
- Improvised filter materials (e.g., stockings, t-shirts, etc.) attached at the end of a dryer vent pipe and terminated inside the unit is considered blocked or restricted air flow.
  - For the purpose of this inspection, vent elbows that are designed to direct air at a 90-degree angle should not be recorded as a deficiency.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - Flashlight
- USEFUL:** - Inspection mirror
-

DEFICIENCY 3 — INSIDE: [DRYER VENT HAS RESTRICTED AIRFLOW](#)

DEFICIENCY CRITERIA: Dryer vent has restricted airflow.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If dryer vent has restricted airflow, then resident's air quality may be impacted.
R2	Safety	Indirect	Resident could be injured because of this condition.	If dryer vent has restricted airflow, and the vent achieves a high enough temperature, then this could create a fire hazard.
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 dryer vent has restricted airflow, then resident may not be able to use an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If dryer vent has restricted airflow, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 dryer vent has restricted airflow, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Look at the dryer vent and identify the flexible duct line.
  - Look at the entire duct line that runs from the back of the dryer into the wall.
  - Look for crushed pipe or any unintentionally designed kinks in the ductwork.
- REQUEST FOR HELP: - None
- ACTION:
- Ask the resident or POA if they smell a burning smell when dryer is active
  - Ask the resident or POA if there is an increased drying time.

- More Information:
- Improvised filter materials (e.g., stockings, t-shirts, etc.) attached at the end of a dryer vent pipe and terminated inside the unit is considered blocked or restricted air flow.
  - For the purpose of this inspection, vent elbows that are designed to direct air at a 90-degree angle should not be recorded as a deficiency.

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TOOLS OR EQUIPMENT:

- REQUIRED: - Flashlight
- USEFUL: - Inspection mirror
-

DEFICIENCY 4 — OUTSIDE: [EXTERIOR DRYER VENT COVER MISSING OR DAMAGED](#)

DEFICIENCY CRITERIA: Exterior dryer vent cover is missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

Exterior dryer vent cover is damaged (i.e. visibly defective; impacts functionality).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If exterior dryer vent cover is missing or damaged, then resident's air quality may be impacted.
R2	Safety	Direct	Resident could be injured because of this condition.	If exterior dryer vent cover is missing or damaged, then this could create an access point for pests.
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 exterior dryer vent cover is missing or damaged, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at vent covers on the exterior wall of the building.  
 - Identify vent covers that are missing or damaged.  
 - Identify vent covers that are missing rain covers or louvers.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

DEFICIENCY 5 — UNIT: [GAS DRYER VENT OF UNSUITABLE MATERIAL HAS BEEN INSTALLED](#)

DEFICIENCY CRITERIA: Gas dryer vent is not constructed of metal.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If exhaust duct is constructed of unsuitable material, then it may cause a fire hazard.
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 exhaust duct is constructed of unsuitable material, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the gas dryer vent and determine if the it is constructed of metal.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 5 — INSIDE: [GAS DRYER VENT OF UNSUITABLE MATERIAL HAS BEEN INSTALLED](#)

DEFICIENCY CRITERIA: Gas dryer vent is not constructed of metal.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If exhaust duct is constructed of unsuitable material, then it may cause a fire hazard.
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 exhaust duct is constructed of unsuitable material, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the gas dryer vent and determine if the it is constructed of metal.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 6 — OUTSIDE: [EXTERIOR DRYER VENT COVER IS BLOCKED](#)

DEFICIENCY CRITERIA: Vent cover is blocked.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If exterior dryer vent cover is blocked, then resident's air quality may be impacted.
R2	Safety	Direct	Resident could be injured because of this condition.	If exterior dryer vent cover is blocked, then this could create a fire hazard.
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 exterior dryer vent cover is blocked, then resident may not be able to use an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If exterior dryer vent cover is blocked, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 exterior dryer vent cover is blocked, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for vent covers that are blocked or clogged with lint or any foreign material (e.g., bird's nest).

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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**SUMMARY OF CHANGES**

**TITLE:** DRYER VENT  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		

Correction Timeframe	Field added; response input as "24 hours"		
HCV – Correction Timeframe	Field added; response input as "24 hours"		
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 3</b>	<b>Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Health and Safety Determination	Revised to "Life-Threatening" determination; added standardized description		
Correction Timeframe	Field added; response input as "24 hours"		
HCV – Correction Timeframe	Field added; response input as "24 hours"		
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 4</b>	<b>Added by inspectable location – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable location		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 5</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		

HCV – Correction Timeframe	Field added; response input as “Within 30 days”
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions
Inspection Process	Added observation, request for help, action, and more information
Tools or Equipment	Field added to deficiency
<b>Deficiency 6</b>	<b>Added by inspectable location – Outside</b>
Title	Added title; added inspectable location
Deficiency Criteria	Added deficiency criteria
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description
Correction Timeframe	Field added; response input as “24 hours”
HCV – Correction Timeframe	Field added; response input as “24 hours”
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions
Inspection Process	Added observation, request for help, action, and more information
Tools or Equipment	Field added to deficiency

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

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DEFINITION: A safe, continuous, and unobstructed path of travel from any point in the building, unit, or structure to the public way.  
PURPOSE: To get all occupants out of a building in a safe and expeditious manner during a fire or other emergency.  
NAME VARIANTS: Door; Window; Hallway; Escape ladder; Fire escape; Stairwell  
COMMON MATERIALS: Wood; Glass; Metal  
COMMON COMPONENTS: Door; Window; Escape ladder; Fire escape; Stairwell  
LOCATION:  Unit Hallway, stairwell, corridor  
 Inside Hallway, stairwell, corridor  
 Outside None  
MORE INFORMATION: Related standards: Door – Unit Entry; Door – General; Window; Stairs; Fire Escape; and Sidewalk, Walkway, and Ramp

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DEFICIENCY 1: Blocked egress on building 4 stories or more  
LOCATION:  Unit  Inside  
DEFICIENCY 2: Blocked egress on building 3 stories or less  
LOCATION:  Unit  Inside

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DEFICIENCY I — UNIT: BLOCKED EGRESS ON BUILDING 4 STORIES OR MORE

DEFICIENCY CRITERIA: Exit door is less than 32 inches, interior door is less than 26 inches, or interior pathway is less than 26 inches.

OR

There is not a minimum of two (2) means of egress from a building to the public way, if so designed, and one (1) primary means of egress from a unit to the exit access.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If there is blockage in the egress, then the resident may experience psychological duress associated with inability to safely and expeditiously exit in the event of an emergency.
R2	Safety	Indirect	Resident could be injured because of this condition.	If there is a blocked egress, and there is an emergency, then the resident may be unable to safely and expeditiously exit.
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 egress is blocked, then the resident is unable to fully utilize exit door, which is expected to be maintained and operable as part of their rent.
M1	Corrective Maintenance	Direct	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.	If egress is blocked, then it is likely maintenance staff is not identifying deficiencies or responding to self-generated or complaint-driven work orders.

INSPECTION PROCESS:

- OBSERVATION:
- Look for a minimum of two (2) means of egress from a building to the public way, if so designed, and one (1) primary means of egress from a unit to the exit access.
  - Verify the exit discharge is clear and open to the public way.
  - Look for the following conditions on doors and windows that are considered a blocked means of egress to the exit access:
    - Double key cylinder deadbolt locks or any lock that requires a key, a tool, or special knowledge or effort to operate (from the egress side) are not allowed on any door that serves as an Exit or any door along the Exit Access.
    - Window locks that require a key, a tool, or special knowledge or effort to operate (from the egress side).

- When fixed security bars are present that cover a window or door that is the designated primary means of emergency egress from the building, or a window that is the designed egress point to a designated fire escape.
- Any lock on moveable security bars for doors or windows, requiring a key (special tool) to open, whether locked or unlocked at the time of inspection.
- Resident's housekeeping, storage, or hoarding practices of placing items that block a primary means of egress.

REQUEST FOR HELP: - None

ACTION: - Measure the exit door.  
- Measure interior door.  
- Measure interior pathways.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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DEFICIENCY I — INSIDE: [BLOCKED EGRESS ON BUILDING 4 STORIES OR MORE](#)

DEFICIENCY CRITERIA: Exit door is less than 32 inches, interior door is less than 26 inches, or interior pathway is less than 26 inches.

OR

There is not a minimum of two (2) means of egress from a building to the public way, if so designed, and one (1) primary means of egress from a unit to the exit access.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If there is blockage in the egress, then the resident may experience psychological duress associated with inability to safely and expeditiously exit in the event of an emergency.
R2	Safety	Indirect	Resident could be injured because of this condition.	If there is a blocked egress, and there is an emergency, then the resident may be unable to safely and expeditiously exit.
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 egress is blocked, then the resident is unable to fully utilize exit door, which is expected to be maintained and operable as part of their rent.
M1	Corrective Maintenance	Direct	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.	If egress is blocked, then it is likely maintenance staff is not identifying deficiencies or responding to self-generated or complaint-driven work orders.

INSPECTION PROCESS:

- OBSERVATION:
- Look for a minimum of two (2) means of egress from a building to the public way, if so designed, and one (1) primary means of egress from a unit to the exit access.
  - Verify the exit discharge is clear and open to the public way.
  - Look for the following conditions on doors and windows that are considered a blocked means of egress to the exit access:
    - Double key cylinder deadbolt locks or any lock that requires a key, a tool, or special knowledge or effort to operate (from the egress side) are not allowed on any door that serves as an Exit or any door along the Exit Access.
    - Window locks that require a key, a tool, or special knowledge or effort to operate (from the egress side).

- When fixed security bars are present that cover a window or door that is the designated primary means of emergency egress from the building, or a window that is the designed egress point to a designated fire escape.
- Any lock on moveable security bars for doors or windows, requiring a key (special tool) to open, whether locked or unlocked at the time of inspection.
- Resident's housekeeping, storage, or hoarding practices of placing items that block a primary means of egress.

REQUEST FOR HELP: - None

ACTION: - Measure the exit door.  
- Measure interior door.  
- Measure interior pathways.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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DEFICIENCY 2 — UNIT: [BLOCKED EGRESS ON BUILDING 3 STORIES OR LESS](#)

DEFICIENCY CRITERIA: Exit door is less than 32 inches, interior door is less than 26 inches, or interior pathway is less than 26 inches.

OR

Unit does not have at least one (1) unblocked means of egress to the exit access and one (1) secondary means of egress in each sleeping room or at least one (1) sleeping room window does not measure at least of 24 inches high by 20 inches wide with a sill height above the floor of 44 inches or less.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is blockage in the egress, then the resident may experience psychological duress associated with inability to safely and expeditiously exit in the event of an emergency.
R2	Safety	Indirect	Resident could be injured because of this condition.	If there is a blocked egress, and there is an emergency, then the resident may be unable to safely and expeditiously exit.
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 egress is blocked, then the resident is unable to fully utilize exit door, which is expected to be maintained and operable as part of their rent.
M1	Corrective Maintenance	Indirect	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.	If egress is blocked, then it is likely maintenance staff is not identifying deficiencies or responding to self-generated or complaint-driven work orders.

INSPECTION PROCESS:

- OBSERVATION:
- Look for a minimum of one (1) primary means of egress from a unit to the public way and one (1) secondary means of egress at each sleeping room.
  - Look for a clear and unobstructed path from each sleeping room to the unit primary egress.
  - Verify the exit discharge is clear and open to the public way.
  - Look for the following conditions on doors and windows that are considered a blocked means of egress to the exit access:

- Double key cylinder deadbolt locks or any lock that requires a key, a tool, or special knowledge or effort to operate (from the egress side) are not allowed on any door that serves as an Exit or any door along the Exit Access.
- Window locks that require a key, a tool, or special knowledge or effort to operate (from the egress side).
- When fixed security bars are present that cover a window or door that is the designated primary means of emergency egress from the building, or a window that is the designed egress point to a designated fire escape.
- Any lock on moveable security bars for doors or windows, requiring a key (special tool) to open, whether locked or unlocked at the time of inspection.
- Resident's housekeeping, storage, or hoarding practices of placing items that block a primary means of egress.

REQUEST FOR HELP: - None

ACTION: - Measure unit window.  
- Measure exit door.  
- Measure interior door.  
- Measure interior pathways.

More Information: - Child safety window guards that are normally found in apartment and public hallway windows to protect children 10 years of age or younger from falling to the outside of the building, are typically lightweight metal construction and can be dislodged with a reasonable degree of force when necessary and should not be considered as blocked egress unless they are improperly installed or constructed.  
- A hasp attached to moveable security bars is not a deficiency provided that the inspector can test the bars to evaluate proper operation.

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TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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DEFICIENCY 2 — INSIDE: [BLOCKED EGRESS ON BUILDING 3 STORIES OR LESS](#)

DEFICIENCY CRITERIA: Exit door is less than 32 inches, interior door is less than 26 inches, or interior pathway is less than 26 inches.

OR

Inside does not have at least one (1) unblocked means of egress to the exit access.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is blockage in the egress, then the resident may experience psychological duress associated with inability to safely and expeditiously exit in the event of an emergency.
R2	Safety	Indirect	Resident could be injured because of this condition.	If there is a blocked egress, and there is an emergency, then the resident may be unable to safely and expeditiously exit.
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 egress is blocked, then the resident is unable to fully utilize exit door, which is expected to be maintained and operable as part of their rent.
M1	Corrective Maintenance	Indirect	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.	If egress is blocked, then it is likely maintenance staff is not identifying deficiencies or responding to self-generated or complaint-driven work orders.

INSPECTION PROCESS:

- OBSERVATION:
- Verify the exit discharge is clear and open to the public way.
  - Look for the following conditions on doors and windows that are considered a blocked means of egress to the exit access:
    - Double key cylinder deadbolt locks or any lock that requires a key, a tool, or special knowledge or effort to operate (from the egress side) are not allowed on any door that serves as an Exit or any door along the Exit Access.
    - Window locks that require a key, a tool, or special knowledge or effort to operate (from the egress side).
    - When fixed security bars are present that cover a window or door that is the designated primary means of emergency egress from the building, or a window that is the designed egress point to a designated fire escape.

- Any lock on moveable security bars for doors or windows, requiring a key (special tool) to open, whether locked or unlocked at the time of inspection.
- Building housekeeping, storage, or hoarding practices of placing items that block a primary means of egress.

REQUEST FOR HELP: - None

ACTION: - Measure exit door.  
- Measure interior door.  
- Measure interior pathways.

More Information: - Child safety window guards that are normally found in apartment and public hallway windows to protect children 10 years of age or younger from falling to the outside of the building, are typically lightweight metal construction and can be dislodged with a reasonable degree of force when necessary and should not be considered as blocked egress unless they are improperly installed or constructed.  
- A hasp attached to moveable security bars is not a deficiency provided that the inspector can test the bars to evaluate proper operation.

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TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

## SUMMARY OF CHANGES

**TITLE:** EGRESS  
**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
Purpose	Field added	VI.3	2020-07-31
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	VI.3	2020-07-31
Common Components	Revised common components	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable locations — Unit and Inside</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 “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV — Correction Timeframe	Field added; response input as “24 hours”		
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		
<b>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</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 “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV — Correction Timeframe	Field added; response input as “24 hours”		



## NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

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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		
<b>Deficiency 3</b>	<b>Removed deficiency</b>	<b>VI.3</b>	<b>2020-07-31</b>
<b>Deficiency 4</b>	<b>Removed deficiency</b>	<b>VI.3</b>	<b>2020-07-31</b>

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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 be able to 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

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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

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## 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		

TITLE: [ELECTRICAL OUTLET](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: Installations that connect to an electricity supply.

PURPOSE: Allows users to safely access power to energize electrical devices.

NAME VARIANTS: Electrical sockets; Power sockets; Plug

COMMON MATERIALS: Metal; Plastic

COMMON COMPONENTS: Receptacle; Outlet; Faceplate

LOCATION:  Unit All surfaces inside unit  
 Inside All surfaces inside building  
 Outside All exterior surface areas of building and site

MORE INFORMATION: None

DEFICIENCY 1: Outlet is broken, cracked, or burned

LOCATION:  Unit  Inside  Outside

DEFICIENCY 2: Improperly wired outlet

LOCATION:  Unit  Inside  Outside

DEFICIENCY 3: Inadequate number of outlets

LOCATION:  Unit  Inside

DEFICIENCY I — UNIT: OUTLET IS BROKEN, CRACKED, OR BURNED

DEFICIENCY CRITERIA: Any broken, cracked, or burned portion of the outlet is present.

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
R1	Health	Direct	Condition could affect resident’s mental, or physical, or psychological state.	If outlet is broken, cracked, or burned, then it could be a shock hazard to residents.
R2	Safety	Direct	Resident could be injured because of this condition.	If outlet is broken, cracked, or burned, then it could be a shock hazard to residents.
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 outlet is broken, cracked, or burned, then it is reasonable to expect that maintenance will identify and correct.

INSPECTION PROCESS:

- OBSERVATION: - Identify all outlets.  
 - Look at each outlet for signs of damage.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Missing (i.e., evidence of prior installation, but now not present or is incomplete) outlets to be recorded under the “Exposed Electrical Conductor” standard.  
 - Abandoned receptacles which are blanked are not considered a defect.

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight

DEFICIENCY I — INSIDE: [OUTLET IS BROKEN, CRACKED, OR BURNED](#)

DEFICIENCY CRITERIA: Any broken, cracked, or burned portion of the outlet is present.

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
R1	Health	Direct	Condition could affect resident’s mental, or physical, or psychological state.	If outlet is broken, cracked, or burned, then it could be a shock hazard to residents.
R2	Safety	Direct	Resident could be injured because of this condition.	If outlet is broken, cracked, or burned, then it could be a shock hazard to residents.
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 outlet is broken, cracked, or burned, then it is reasonable to expect that maintenance will identify and correct.

INSPECTION PROCESS:

- OBSERVATION: - Identify all outlets.  
 - Look at each outlet for signs of damage.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Missing (i.e., evidence of prior installation, but now not present or is incomplete) outlets to be recorded under the “Exposed Electrical Conductor” standard.  
 - Abandoned receptacles which are blanked are not considered a defect.

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight

DEFICIENCY I — OUTSIDE: [OUTLET IS BROKEN, CRACKED, OR BURNED](#)

DEFICIENCY CRITERIA: Any broken, cracked, or burned portion of the outlet is present.

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
R1	Health	Direct	Condition could affect resident’s mental, or physical, or psychological state.	If outlet is broken, cracked, or burned, then it could be a shock hazard to residents.
R2	Safety	Direct	Resident could be injured because of this condition.	If outlet is broken, cracked, or burned, then it could be a shock hazard to residents.
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 outlet is broken, cracked, or burned, then it is reasonable to expect that maintenance will identify and correct.

INSPECTION PROCESS:

- OBSERVATION: - Identify all outlets.  
 - Look at each outlet for signs of damage.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Missing (i.e., evidence of prior installation, but now not present or is incomplete) outlets to be recorded under the “Exposed Electrical Conductor” standard.  
 - Abandoned receptacles which are blanked are not considered a defect.

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight

DEFICIENCY 2 — UNIT: IMPROPERLY WIRED OUTLET

DEFICIENCY CRITERIA: Outlet does not match the dwelling wiring system (i.e., ground or unground).

OR

Outlet is not properly wired or energized.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If outlet is not properly wired, then the safety of devices the resident uses daily may be jeopardized.
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 outlet is not properly wired, then the resident may not be able to utilize a feature of their home that is expected to be included and maintained as part of their rent.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If outlet is not properly wired, then it may indicate that preventative maintenance activities are not being addressed as outlet wiring should be included in preventative maintenance plans.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If outlet is not properly wired, then it may require significant work to properly rewire and resolve this defect.

INSPECTION PROCESS:

OBSERVATION: - Identify all outlets.

REQUEST FOR HELP: - None

ACTION: Two-pronged, ungrounded outlets:

- Using a two-wire tester, determine whether outlet is energized and properly wired.

Three-pronged, grounded outlets:

- Using a three-pronged outlet tester, determine whether outlet is properly grounded.

More Information: - A three-prong outlet which is properly protected with a GFCI may not be grounded or a three-prong outlet can be protected through a GFCI circuit breaker located in the electrical subpanel.

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**TOOLS OR EQUIPMENT:**

**REQUIRED:**

- Flashlight
- Electrical testing equipment

**USEFUL:**

- None

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DEFICIENCY 2 — INSIDE: [IMPROPERLY WIRED OUTLET](#)

DEFICIENCY CRITERIA: Outlet does not match the dwelling wiring system (i.e., ground or unground).

OR

Outlet is not properly wired or energized.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If outlet is not properly wired, then the safety of devices the resident uses daily may be jeopardized.
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 outlet is not properly wired, then the resident may not be able to utilize a feature of their home that is expected to be included and maintained as part of their rent.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If outlet is not properly wired, then it may indicate that preventative maintenance activities are not being addressed as outlet wiring should be included in preventative maintenance plans.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If outlet is not properly wired, then it may require significant work to properly rewire and resolve this defect.

INSPECTION PROCESS:

OBSERVATION: - Identify all outlets.

REQUEST FOR HELP: - None

ACTION: Two-pronged, ungrounded outlets:

- Using a two-wire tester, determine whether outlet is energized and properly wired.

Three-pronged, grounded outlets:

- Using a three-pronged outlet tester, determine whether outlet is properly grounded.

More Information: - A three-prong outlet which is properly protected with a GFCI may not be grounded or a three-prong outlet can be protected through a GFCI circuit breaker located in the electrical subpanel.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- Flashlight
  - Electrical testing equipment
- USEFUL:**
- None

DEFICIENCY 2 — OUTSIDE: [IMPROPERLY WIRED OUTLET](#)

DEFICIENCY CRITERIA: Outlet does not match the dwelling wiring system (i.e., ground or unground).

OR

Outlet is not properly wired or energized.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If outlet is not properly wired, then the safety of devices the resident uses daily may be jeopardized.
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 outlet is not properly wired, then the resident may not be able to utilize a feature of their home that is expected to be included and maintained as part of their rent.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If outlet is not properly wired, then it may indicate that preventative maintenance activities are not being addressed as outlet wiring should be included in preventative maintenance plans.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If outlet is not properly wired, then it may require significant work to properly rewire and resolve this defect.

INSPECTION PROCESS:

OBSERVATION: - Identify all outlets.

REQUEST FOR HELP: - None

ACTION: Two-pronged, ungrounded outlets:

- Using a two-wire tester, determine whether outlet is energized and properly wired.

Three-pronged, grounded outlets:

- Using a three-pronged outlet tester, determine whether outlet is properly grounded.

More Information: - A three-prong outlet which is properly protected with a GFCI may not be grounded or a three-prong outlet can be protected through a GFCI circuit breaker located in the electrical subpanel.

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Flashlight  
- Electrical testing equipment

**USEFUL:** - None

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DEFICIENCY 3 — UNIT: INADEQUATE NUMBER OF OUTLETS

DEFICIENCY CRITERIA:

Living Room and / or Bedroom:

- At least two (2) working outlets; OR
- At least one (1) working outlet and one (1) working, permanently installed ceiling or wall light fixture.

Kitchen:

- At least one (1) outlet and one (1) permanent light fixture are present and working.

Bathroom:

- At least one (1) permanent light fixture present and working.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If this defect is present, then the resident may be at a higher risk of injury due to inability to adequately illuminate the space.
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 there is an inadequate number of outlets, then the resident will likely be unable to fully utilize fixtures, features, or appliances, that are expected to be included in their rent.
MI	Corrective Maintenance	Indirect	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.	If this defect is present, and there was an adequate number of outlets present at the time of the initial inspection, it is likely that maintenance removed an inoperable outlet rather than repairing.

INSPECTION PROCESS:

- OBSERVATION: - Observe that each room has at least the minimum number of working outlets and fixtures identified within the deficiency criteria.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Bathroom: An outlet is not required and an outlet cannot be substituted for a permanent light fixture.

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TOOLS OR EQUIPMENT:

REQUIRED: - Electrical testing equipment

USEFUL: - None

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DEFICIENCY 3 — INSIDE: [INADEQUATE NUMBER OF OUTLETS](#)

DEFICIENCY CRITERIA:

Living Room and / or Bedroom:

- At least two (2) working outlets; OR
- At least one (1) working outlet and one (1) working, permanently installed ceiling or wall light fixture.

Kitchen:

- At least one (1) outlet and one (1) permanent light fixture are present and working.

Bathroom:

- At least one (1) permanent light fixture present and working.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If this defect is present, then the resident may be at a higher risk of injury due to inability to adequately illuminate the space.
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 there is an inadequate number of outlets, then the resident will likely be unable to fully utilize fixtures, features, or appliances, that are expected to be included in their rent.
M1	Corrective Maintenance	Indirect	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.	If this defect is present, and there was an adequate number of outlets present at the time of the initial inspection, it is likely that maintenance removed an inoperable outlet rather than repairing.

INSPECTION PROCESS:

- OBSERVATION: - Observe that each room has at least the minimum number of working outlets and fixtures identified within the deficiency criteria.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Bathroom: An outlet is not required and an outlet cannot be substituted for a permanent light fixture.

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TOOLS OR EQUIPMENT:

REQUIRED: - Electrical testing equipment

USEFUL: - None

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## SUMMARY OF CHANGES

**TITLE:** ELECTRICAL OUTLETS

**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
Name Variants	Revised name variants	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	Revised 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		
<b>Deficiency 2</b>	<b>Added by inspectable locations – Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added to “Standard” determination; added standardized description		

Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency; response revised		
<b>Deficiency 3</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency; response revised		
<b>Item Name</b>	<b>Updated</b>	<b>VI-I</b>	<b>2019-11-25</b>
<b>Definition</b>	<b>Updated</b>	<b>VI-I</b>	<b>2019-11-25</b>
<b>Name Variants</b>	<b>Added</b>	<b>VI-I</b>	<b>2019-11-25</b>
<b>Most Common Components</b>	<b>Added</b>	<b>VI-I</b>	<b>2019-11-25</b>
<b>Abilities or Knowledge Needed</b>	<b>Removed</b>	<b>VI-I</b>	<b>2019-11-25</b>
<b>Common Locations</b>	<b>Updated</b>	<b>VI-I</b>	<b>2019-11-25</b>
<b>How to Locate</b>	<b>Removed</b>	<b>VI-I</b>	<b>2019-11-25</b>
<b>Deficiency I</b>	<b>Updated</b>	<b>VI-I</b>	<b>2019-11-25</b>
Rationale	Updated		
Health and Safety	Updated		
How to Inspect	Updated		



## NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

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Inspection Process and Procedures	Updated
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Record Deficiency if	Updated
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TITLE: [ELEVATOR](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: A vertical transport vehicle, generally powered by electric motors that either drive traction cables and counterweight systems or pump hydraulic fluid to raise a cylindrical piston.

PURPOSE: Move people or things between a multi-story building's floors to their desired floor.

NAME VARIANTS: Lift; Freight elevator; Service elevator

COMMON MATERIALS: Metal; Plastic; Glass

COMMON COMPONENTS: Cab; Door; Handrail; Buttons; Security phones; Lighting; Emergency aid button; Casing; Transition strip; Security gate

LOCATION:  Unit None  
 Inside Hallway, building entrance or lobby, parking garage  
 Outside None

MORE INFORMATION: None

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DEFICIENCY 1: Elevator is inoperable

LOCATION:  Inside

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DEFICIENCY 2: Elevator door does not fully open and close

LOCATION:  Inside

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DEFICIENCY 3: Elevator cab not level with floor

LOCATION:  Inside

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DEFICIENCY 4: Safety door or emergency phone is inoperable

LOCATION:  Inside

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DEFICIENCY I — INSIDE: [ELEVATOR IS INOPERABLE](#)

**DEFICIENCY CRITERIA:** Elevator is inoperable (i.e. overall system or component thereof not meeting function or purpose; with or without visible damage).

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If elevator is inoperable, then the resident's accessibility and egress or ingress is reduced. If elevator is inoperable, then resident may be trapped inside elevator.
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 elevator is inoperable, then resident may be unable to use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If elevator is inoperable, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 elevator is inoperable, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If elevator is inoperable, then capital costs may be required to repair the deficiency.

**INSPECTION PROCESS:**

**OBSERVATION:**

- Look to see that each elevator responds to the call and arrives to the intended floor.
- Look to make sure that the elevator cab is present.
- Look for elevator certificate.

**REQUEST FOR HELP:** - If elevator certificate not present, ask the POA to be shown the elevator certificate.

**ACTION:** - Approach each elevator panel on the main floor of the building and push the control button.

- Verify the elevator certificate is not expired.

More Information:

- If the site has more than one elevator, then all elevators must be in working condition.
- If unit is located on the first floor and access to unit is available without the use of the elevator, then not considered a defect under this standard.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — INSIDE: [ELEVATOR DOOR DOES NOT FULLY OPEN AND CLOSE](#)

DEFICIENCY CRITERIA: Elevator door does not open at least 36 inches and does not close.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If elevator door does not fully open and close, then the resident's accessibility and egress or ingress is reduced.
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 elevator door does not fully open and close, then resident may be unable to utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If elevator door does not fully open and close, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 elevator door does not fully open and close, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If elevator door does not fully open or close, then elevator should be a part of preventative maintenance plan and may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look to ensure that the door opens fully.  
 - Look to ensure that the door fully closes.
- REQUEST FOR HELP: - None
- ACTION: - Enter elevator on main level and select a floor above you as your destination.  
 - Wait for elevator to arrive at the next level.

- Select the main floor as your destination and wait for the elevator doors to fully close.
- Measure opening of elevator door

More Information: - If the site has more than one elevator, then all elevators must be in working condition.  
- If unit is located on the first floor and access to unit is available without the use of the elevator, then not considered a defect under this standard.

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TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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DEFICIENCY 3 — INSIDE: [ELEVATOR CAB NOT LEVEL WITH FLOOR](#)

DEFICIENCY CRITERIA: There is more than a 3/4 inch difference in level between the elevator cab and a building's floor.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If elevator cab is not level with the floor, then there is a trip hazard for the resident.
M1	Corrective Maintenance	Direct	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.	If elevator cab is not level with the floor, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 elevator cab is not level with the floor, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If elevator cab is not level with the floor, then elevator should be a part of preventative maintenance plan and may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look to ensure that the elevator cab is level with the building's floor.

REQUEST FOR HELP: - None

ACTION: - Enter elevator on main level and select a floor above you as your destination.  
 - Wait for elevator to arrive at the next level and let the doors open.  
 - Measure the difference between the elevator cab and building floor.

More Information: - If the site has more than one elevator, then all must be in working condition.  
 - If unit is located on the first floor and access to unit is available without the use of the elevator, then not considered a defect under this standard.

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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DEFICIENCY 4 — INSIDE: [SAFETY DOOR OR EMERGENCY PHONE IS INOPERABLE](#)

DEFICIENCY CRITERIA: Safety door has malfunctioned or is inoperable (i.e. overall system or component thereof not meeting function or purpose; with or without visible damage).

AND / OR

Emergency call system has malfunctioned or is inoperable (i.e. overall system or component thereof not meeting function or purpose; with or without visible damage).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If elevator safety device isn't functioning, then the resident may be injured by door closing.
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 elevator safety device isn't functioning, then resident may be unable to use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If elevator safety device isn't functioning, then the resident will likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 elevator safety device isn't functioning, then this will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If elevator safety device isn't functioning, then elevator should be a part of preventative maintenance plan and may indicate that preventative maintenance activities are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Observe if the elevator has a safety device.
  - Review elevator safety certificate to determine if emergency call system.
- REQUEST FOR HELP:**
- If elevator certificate not present, ask the POA to be shown the elevator certificate.
- ACTION:**
- Verify the elevator certificate is not expired.
  - Block the door and trigger the safety door system.
- More Information:**
- Not all elevators will have these safety devices; if not present then disregard this deficiency.
  - If unit is located on the first floor and access to unit is available without the use of the elevator, then not considered a defect under this standard.

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**TOOLS OR EQUIPMENT:**

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

**SUMMARY OF CHANGES**

**TITLE:** ELEVATOR  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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 location – Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Separated by inspectable location – Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		

Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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		
<b>Deficiency 3</b>	<b>Separated by inspectable location – Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable location		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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		
<b>Deficiency 4</b>	<b>Added by inspectable location – Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable location		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		

TITLE: [EXIT SIGN](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: Device or placard that identifies the egress route in case of an emergency.

PURPOSE: The function of lighted LED exit signs is to allow you to find the exit or emergency egress route in the event of an emergency and provide better visibility in a fire situation.

NAME VARIANTS: AC powered; AC powered with battery back-up; AC powered with in-line generator back-up; Photoluminescent; Basic placards

COMMON MATERIALS: Plastic; Metal

COMMON COMPONENTS: Lighting; Batteries; Photoluminescent; Basic placards

LOCATION:  Unit      None  
 Inside      Hall; stairway; corridor  
 Outside      Hall; stairway; corridor

MORE INFORMATION: None

DEFICIENCY 1: Exit sign that clearly identifies emergency exit is missing or obstructed

LOCATION:  Inside       Outside

DEFICIENCY 2: Exit sign that clearly identifies emergency exit is damaged.

LOCATION:  Inside       Outside

DEFICIENCY 3: Lighted exit sign does not illuminate or there is no adjacent or other internal illumination in operation on or near the sign.

LOCATION:  Inside       Outside

DEFICIENCY I — INSIDE: [EXIT SIGN THAT CLEARLY IDENTIFIES EMERGENCY EXIT IS MISSING OR OBSTRUCTED](#)

DEFICIENCY CRITERIA: Exit sign is missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

Exit sign is obstructed so that the word "EXIT" is not clearly visible.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If the exit sign is missing or obstructed, and there is an emergency, then the resident may be unable to safely and expeditiously exit the unit and/or building.
R2	Safety	Indirect	Resident could be injured because of this condition.	If the exit sign is missing or obstructed, and there is an emergency, then the resident may be unable to safely and expeditiously exit the unit and/or building.
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 the exit sign is missing or obstructed, then it is likely that routine maintenance is not being performed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If the exit sign is missing or obstructed, then it is likely that preventative maintenance activities are not being performed.

INSPECTION PROCESS:

- OBSERVATION: - Look for evidence indicates exit sign was previously installed but is missing at the time of inspection.  
 - Look at the exit sign from multiple view points, ensure the exit sign is not obstructed and the word "EXIT" is clearly visible.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: Exceptions:  
 - Exit signs are not required in rooms or areas that require only one exit or exit access.



- Main exterior exit doors or gates that are obviously and clearly identifiable as exits need not have exit signs where approved by the fire code official.
- Exit signs are not required in dayrooms, sleeping rooms, or dormitories.

---

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Electrical testing equipment

DEFICIENCY I — OUTSIDE: [EXIT SIGN THAT CLEARLY IDENTIFIES EMERGENCY EXIT IS MISSING OR OBSTRUCTED](#)

DEFICIENCY CRITERIA: Exit sign is missing (i.e. evidence of prior installation, but now not present or is incomplete).

OR

Exit sign is obstructed so that the word "EXIT" is not clearly visible.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If the exit sign is missing or obstructed, and there is an emergency, then the resident may be unable to safely and expeditiously exit the unit and/or building.
R2	Safety	Indirect	Resident could be injured because of this condition.	If the exit sign is missing or obstructed, and there is an emergency, then the resident may be unable to safely and expeditiously exit the unit and/or building.
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 the exit sign is missing or obstructed, then it is likely that routine maintenance is not being performed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If the exit sign is missing or obstructed, then it is likely that preventative maintenance activities are not being performed.

INSPECTION PROCESS:

- OBSERVATION: - Look for evidence indicates exit sign was previously installed but is missing at the time of inspection.  
 - Look at the exit sign from multiple view points, ensure the exit sign is not obstructed and the word "EXIT" is clearly visible.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: Exceptions:  
 - Exit signs are not required in rooms or areas that require only one exit or exit access.

- Main exterior exit doors or gates that are obviously and clearly identifiable as exits need not have exit signs where approved by the fire code official.
- Exit signs are not required in dayrooms, sleeping rooms, or dormitories.

---

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Electrical testing equipment

DEFICIENCY 2 — INSIDE: [EXIT SIGN THAT CLEARLY IDENTIFIES EMERGENCY EXIT IS DAMAGED](#)

DEFICIENCY CRITERIA: Exit sign is damaged (i.e. visibly defective; impacts functionality).

OR

Exit sign is not securely affixed.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If exit sign is damaged or not securely affixed, and there is an emergency, then the resident may be unable to safely and expeditiously exit.
R2	Safety	Indirect	Resident could be injured because of this condition.	If exit sign is damaged or not securely affixed, and there is an emergency, then the resident may be unable to safely and expeditiously exit.
M1	Corrective Maintenance	Direct	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.	If exit sign is damaged or not securely affixed, then resident may report, and its presence could indicate that complaint-based work orders are not being addressed.
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 exit sign is damaged or not securely affixed, then it should be identified through regular maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the exit sign from multiple angles to identify damage (e.g., placard is cracked, missing pieces).  
 - Look to determine if exit sign is hanging loose from its mount (i.e., not securely affixed).
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 2 — OUTSIDE: [EXIT SIGN THAT CLEARLY IDENTIFIES EMERGENCY EXIT IS DAMAGED](#)

DEFICIENCY CRITERIA: Exit sign is damaged (i.e. visibly defective; impacts functionality).

OR

Exit sign is not securely affixed.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If exit sign is damaged or not securely affixed, and there is an emergency, then the resident may be unable to safely and expeditiously exit.
R2	Safety	Indirect	Resident could be injured because of this condition.	If exit sign is damaged or not securely affixed, and there is an emergency, then the resident may be unable to safely and expeditiously exit.
M1	Corrective Maintenance	Direct	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.	If exit sign is damaged or not securely affixed, then resident may report, and its presence could indicate that complaint-based work orders are not being addressed.
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 exit sign is damaged or not securely affixed, then it should be identified through regular maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the exit sign from multiple angles to identify damage (e.g., placard is cracked, missing pieces).  
 - Look to determine if exit sign is hanging loose from its mount (i.e., not securely affixed).
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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**DEFICIENCY 3 — INSIDE:** [LIGHTED EXIT SIGN DOES NOT ILLUMINATE OR THERE IS NO ADJACENT OR OTHER INTERNAL ILLUMINATION IN OPERATION ON OR NEAR THE SIGN](#)

**DEFICIENCY CRITERIA:** Exit sign does not illuminate.

OR

There is no adjacent or other internal illumination in operation on or near the sign.

**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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If the exit sign does not illuminate, and there is an emergency, then the resident may be unable to safely and expeditiously exit the unit and/or building.
R2	Safety	Direct	Resident could be injured because of this condition.	If the exit sign does not illuminate, and there is an emergency, then the resident may be unable to safely and expeditiously exit the unit and/or building.
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 exit sign does not illuminate, then it is likely that routine maintenance is not being performed.
M3	Preventative Maintenance	Indirect	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If exit sign is not illuminated, then it is likely that preventative maintenance activities are not being performed.

**INSPECTION PROCESS:**

**OBSERVATION:**

- Observe the exit sign is illuminated, or there is a lighting source that ensures continued illumination for a duration of not less than 90 minutes in case of primary power loss.
- Observe the sign illumination means is connected to an emergency power system provided from storage batteries, unit equipment, or an onsite generator.

**REQUEST FOR HELP:** - None

**ACTION:**

- If test button is present, press and hold test button for 30 sec.
- Back up battery powered light should come on and stay on for the entire 30 sec.



- If there is no test button, ensure the AC powered sign is fully lit.
- More Information:
- If multiple signs are present, note the area of the effected sign.
  - Some AC powered signs may have un-utilized test buttons and some back up batteries may be remotely located.

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TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Inspection mirror; Telescoping pole or ladder
-

**DEFICIENCY 3 — OUTSIDE:** [LIGHTED EXIT SIGN DOES NOT ILLUMINATE OR THERE IS NO ADJACENT OR OTHER INTERNAL ILLUMINATION IN OPERATION ON OR NEAR THE SIGN](#)

**DEFICIENCY CRITERIA:** Exit sign does not illuminate.

OR

There is no adjacent or other internal illumination in operation on or near the sign.

**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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If the exit sign does not illuminate, and there is an emergency, then the resident may be unable to safely and expeditiously exit the unit and/or building.
R2	Safety	Direct	Resident could be injured because of this condition.	If the exit sign does not illuminate, and there is an emergency, then the resident may be unable to safely and expeditiously exit the unit and/or building.
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 exit sign does not illuminate, then it is likely that routine maintenance is not being performed.
M3	Preventative Maintenance	Indirect	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If exit sign is not illuminated, then it is likely that preventative maintenance activities are not being performed.

**INSPECTION PROCESS:**

**OBSERVATION:**

- Observe the exit sign is illuminated, or there is a lighting source that ensures continued illumination for a duration of not less than 90 minutes in case of primary power loss.
- Observe the sign illumination means is connected to an emergency power system provided from storage batteries, unit equipment, or an onsite generator.

**REQUEST FOR HELP:** - None

**ACTION:**

- If test button is present, press and hold test button for 30 sec.
- Back up battery powered light should come on and stay on for the entire 30 sec.

## SUMMARY OF CHANGES

**TITLE:** EXIT SIGN  
**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
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 — Inside and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV — Correction Timeframe	Field added; response input as “24 hours”		
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 — Inside and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 3</b>	<b>Separated by inspectable locations — Inside and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Severe Non-Life-Threatening”; 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>Copy edits</b>	<b>----</b>	<b>VI-I</b>	<b>2019-11-26</b>

- If there is no test button, ensure the AC powered sign is fully lit.
- More Information:
- If multiple signs are present, note the area of the effected sign.
  - Some AC powered signs may have un-utilized test buttons and some back up batteries may be remotely located.
- 

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Inspection mirror; Telescoping pole or ladder
- 
-

TITLE: [EXPOSED ELECTRICAL CONDUCTOR](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: A hazard that exists when any wire and electrical conductor is easily accessible or visible and not concealed by conduit, jacketing, sheathing, or an approved electrical enclosure.

PURPOSE: None

NAME VARIANTS: Wires; Electrical conductor; Busbar; Terminal; Wire connection; Cables

COMMON MATERIALS: Copper; Plastic; Metal; Aluminum

COMMON COMPONENTS: Wires; Electrical conductor; Busbar; Terminal; Wire connection; Cables; Junction box

LOCATION:  Unit Plugs, light fixtures, switches, junction box, appliances  
 Inside Plugs, light fixtures, switches, junction box, appliances  
 Outside Plugs, light fixtures, switches, junction box

MORE INFORMATION: None

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DEFICIENCY I: Exposed electrical wire

LOCATION:  Unit  Inside  Outside

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DEFICIENCY I — UNIT: EXPOSED ELECTRICAL WIRE

DEFICIENCY CRITERIA: There is exposed electrical wiring.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there are exposed electrical wires, then resident could be at risk for electric shock.
R2	Safety	Direct	Resident could be injured because of this condition.	If there are exposed electrical wires, then there is an increased probability of an electrical fire.
M1	Corrective Maintenance	Direct	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.	If there are exposed electrical wires, then it reasonable to expect the resident to report and its presence may indicate that complaint-based work orders are not being addressed.
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 there are exposed electrical wires, then it is likely that property management / maintenance staff is not identifying deficiencies or responding to self-generated work orders.

INSPECTION PROCESS:

OBSERVATION: Look at all inspectable items powered by electricity, including but not limited to:

- Major appliances
- Lights
- Outlets
- Smoke detectors
- Building system (e.g. fire alarms, emergency lighting in SROs)

Look for any wires or conductors that are not concealed by jacketing, conduit, sheathing, or an electrical enclosure (e.g. faceplate, lid, cover, door, or fixture).

REQUEST FOR HELP: - None

ACTION: - None

More Information: This defect includes:

- Meter bases from weather head to ground level
- Knockouts

- Device cover plates that are missing (i.e. evidence of prior installation, but now not present or is incomplete)
- Device cover plates that are damaged (i.e. visibly defective; impacts functionality)
- Fixtures and hardwire smoke detectors
- Visible wire nuts on electrical conductors
- Wiring that is insulated but not protected by shielding or conduit

This defect does not include low voltage wires (e.g. speakers, coax, alarm, signal wire, doorbell, thermostat, telephone).

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
-



DEFICIENCY I — INSIDE: [EXPOSED ELECTRICAL WIRE](#)

DEFICIENCY CRITERIA: There is exposed electrical wiring.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there are exposed electrical wires, then resident could be at risk for electric shock.
R2	Safety	Direct	Resident could be injured because of this condition.	If there are exposed electrical wires, then there is an increased probability of an electrical fire.
M1	Corrective Maintenance	Direct	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.	If there are exposed electrical wires, then it reasonable to expect the resident to report and its presence may indicate that complaint-based work orders are not being addressed.
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 there are exposed electrical wires, then it is likely that property management / maintenance staff is not identifying deficiencies or responding to self-generated work orders.

INSPECTION PROCESS:

OBSERVATION: Look at all inspectable items powered by electricity, including but not limited to:

- Major appliances
- Lights
- Outlets
- Smoke detectors
- Building system (e.g. fire alarms, emergency lighting in SROs)

Look for any wires or conductors that are not concealed by jacketing, conduit, sheathing, or an electrical enclosure (e.g. faceplate, lid, cover, door, or fixture).

REQUEST FOR HELP: - None

ACTION: - None

More Information: This defect includes:

- Meter bases from weather head to ground level
- Knockouts

- Device cover plates that are missing (i.e. evidence of prior installation, but now not present or is incomplete)
- Device cover plates that are damaged (i.e. visibly defective; impacts functionality)
- Fixtures and hardwire smoke detectors
- Visible wire nuts on electrical conductors
- Wiring that is insulated but not protected by shielding or conduit

This defect does not include low voltage wires (e.g. speakers, coax, alarm, signal wire, doorbell, thermostat, telephone).

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
-

DEFICIENCY I — OUTSIDE: EXPOSED ELECTRICAL WIRE

DEFICIENCY CRITERIA: There is exposed electrical wiring.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there are exposed electrical wires, then resident could be at risk for electric shock.
R2	Safety	Direct	Resident could be injured because of this condition.	If there are exposed electrical wires, then there is an increased probability of an electrical fire.
M1	Corrective Maintenance	Direct	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.	If there are exposed electrical wires, then it reasonable to expect the resident to report and its presence may indicate that complaint-based work orders are not being addressed.
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 there are exposed electrical wires, then it is likely that property management / maintenance staff is not identifying deficiencies or responding to self-generated work orders.

INSPECTION PROCESS:

OBSERVATION: Look at all inspectable items powered by electricity, including but not limited to:

- Major appliances
- Lights
- Outlets
- Smoke detectors
- Building system (e.g. fire alarms, emergency lighting in SROs)

Look for any wires or conductors that are not concealed by jacketing, conduit, sheathing, or an electrical enclosure (e.g. faceplate, lid, cover, door, or fixture).

REQUEST FOR HELP: - None

ACTION: - None

More Information: This defect includes:

- Meter bases from weather head to ground level
- Knockouts

- Device cover plates that are missing (i.e. evidence of prior installation, but now not present or is incomplete)
- Device cover plates that are damaged (i.e. visibly defective; impacts functionality)
- Fixtures and hardwire smoke detectors
- Visible wire nuts on electrical conductors
- Wiring that is insulated but not protected by shielding or conduit

This defect does not include low voltage wires (e.g. speakers, coax, alarm, signal wire, doorbell, thermostat, telephone).

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TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Inspection mirror
-

**SUMMARY OF CHANGES**

**TITLE:** EXPOSED ELECTRICAL CONDUCTOR  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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
Deficiency I	Separated by inspectable locations — Unit, Inside, and Outside	VI.3	2020-07-31
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV — Correction Timeframe	Field added; response input as “24 hours”		
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		
Title	All titles updated	VI-1	2019-11-26
Definition	Updated	VI-1	2019-11-26
Name Variants	Updated	VI-1	2019-11-26



## NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

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Most Common Components	Updated	VI-I	2019-11-26
Tools for Location and Inspection	Updated	VI-I	2019-11-26
Common Locations	Updated	VI-I	2019-11-26
How to Locate	Updated	VI-I	2019-11-26
Deficiency I	Updated	VI-I	2019-11-26
Rationale	Updated		
How to Inspect	Updated		
Inspection Process and Procedures	Updated		

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**TITLE:** FENCE — SECURITY

**VERSION:** VI.3

**DATE PUBLISHED:** 7/31/20

**DEFINITION:** A locking barrier, railing, or other upright structure, typically of wood or wire, fully enclosing an area of ground to mark a boundary, and control access. Fence must be 4 feet or greater.

**PURPOSE:** Establishes a visual boundary and provides security and safety. Can help control access as a means of ingress or egress, through the addition of a gate.

**NAME VARIANTS:** Privacy fence; Protective fence; Perimeter fence; Safety fence; Utility fence

**COMMON MATERIALS:** Wood; Chain link; Brick; Stone; Pre-cast concrete; Vinyl; PVC; Iron

**COMMON COMPONENTS:** Post; Lock; Gate; Fencing material; Hinge; Latch; Nails

**LOCATION:**

<input type="checkbox"/>	Unit	None
<input type="checkbox"/>	Inside	None
<input checked="" type="checkbox"/>	Outside	Decks, patios, perimeter of property

**MORE INFORMATION:** This item includes, but is not limited to utility fencing, fencing around unprotected heights (retaining wall fencing does not need to be enclosed), storm water management pond, pool fencing, daycares, also includes the gates associated with this item.

**DEFICIENCY 1:** Fence components are missing

**LOCATION:**  Outside

**DEFICIENCY 2:** Gate does not open, close, latch, or lock

**LOCATION:**  Outside

**DEFICIENCY 3:** Fence demonstrates signs of collapse

**LOCATION:**  Outside

DEFICIENCY I — OUTSIDE: [FENCE COMPONENTS ARE MISSING](#)

**DEFICIENCY CRITERIA:** Fence components are missing (i.e. evidence of prior installation, but now not present or is incomplete), resulting in a hole that is approximately 10% or greater of the area of a single section of fence.  
 Components may include, but are not limited to, pickets, posts, and panels.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If fence has missing components, and it falls, then resident may be exposed to hazards.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If fence has missing components, then resident may be unable to control access to the property.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If fence has missing components, then it may limit the privacy of the property.
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 fence has missing components, then the resident may be unable to use a feature of the home that is expected to be 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.	If fence has missing components, then it will likely be observed through regular maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look at each section of the fence for missing pickets or fence portions.
- REQUEST FOR HELP:** - None
- ACTION:** - Determine the approximate percentage of the section of fence impacted.
- More Information:** - A single section of fence is the portion of fence located between two consecutive posts.  
 - If security fence is not present, then disregard this deficiency.



TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Distance measuring device

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DEFICIENCY 2 — OUTSIDE: [GATE DOES NOT OPEN, CLOSE, LATCH, OR LOCK](#)

DEFICIENCY CRITERIA: Gate will not open.

OR

Gate will open when locked or latched.

OR

Gate will not close.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If gate does not open, and there is an emergency, then resident may be limited in their ability to leave the property, or delay entry by emergency personnel.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If gate does not close, latch, or lock, then resident may be unable to control access to the property.
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 gate does not open, close, latch, or lock, then resident may not be able to fully utilize a feature that is expected to be included 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.	If the gate does not open, close, latch, or lock, then it will likely be observed through regular maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - None

REQUEST FOR HELP: - If lock is present on gate, ask the POA to unlock gate.

- If lock is present on gate, ask the POA to lock gate.
- ACTION:**
- Open the gate fully.
  - Close gate fully and latch gate.
  - Attempt to open gate without engaging the latch.
  - Attempt to open locked gate while engaging the latch.
- More Information:**
- For the purpose of this inspection, when looking at fencing for pools and daycares, the fence does not need to be locked but must have a means to lock.
  - If the fence is enclosing a utility item with the lock owned by the utility company, then just ensure that the gate is locked.

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 3 — OUTSIDE: [FENCE DEMONSTRATES SIGNS OF COLLAPSE](#)

DEFICIENCY CRITERIA: Fence demonstrates signs of collapse.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If fence is unstable, then it may present a hazard to the resident.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If fence is unstable, then resident may not be able to control access to the property.
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 fence is unstable, then resident may not be able to fully utilize a feature that is expected to be included 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.	If fence is unstable, then it will likely be observed through regular maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for failing (e.g. rotten, eaten, rusted, cracking) fence post that allows all or part of a fence panel to become unstable, lean, or fall.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

**SUMMARY OF CHANGES**

**TITLE:** FENCE - SECURITY

**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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 — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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		
<b>Deficiency 2</b>	<b>Separated by inspectable locations — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		

Correction Timeframe	Field added; response input as "Within 30 days"
HCV – Correction Timeframe	Field added; response input as "Within 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>Deficiency 3</b>	<b>Separated by inspectable locations – Outside</b>
	<b>VI.3</b>
	<b>2020-07-31</b>
Title	Revised title; added inspectable locations
Deficiency Criteria	Revised deficiency criteria
Health and Safety Determination	Revised to "Standard" determination; added standardized description
Correction Timeframe	Field added; response input as "Within 30 days"
HCV – Correction Timeframe	Field added; response input as "Within 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

TITLE: [FIRE ESCAPE](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: An apparatus on the outside of a building used for escaping from a building on fire.

PURPOSE: Provides a means of alternative emergency egress from the interior of the building to the exterior.

NAME VARIANTS: Emergency egress; Exit stairs

COMMON MATERIALS: Metal; Wood; Masonry

COMMON COMPONENTS: Stairs; Ladder; Platform; Guardrail; Handrail; A counterbalanced stairway; Drop ladder

LOCATION:  Unit      None  
 Inside      None  
 Outside      Exterior of building—typically high-rises and other multi-story buildings—near windows and exterior doors

MORE INFORMATION: A blocked fire escape should be evaluated under the egress standard.

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DEFICIENCY 1: Fire escape component damaged or missing

LOCATION:  Outside

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DEFICIENCY I — OUTSIDE: [FIRE ESCAPE COMPONENT DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Any stair, ladder, platform, guardrail, or handrail is damaged (i.e. visibly defective; impacts functionality).

OR

Any stair, ladder, platform, guardrail, or handrail is missing (i.e. evidence of prior installation, but now not present or is incomplete).

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If fire escape component is damaged or missing, and there is an emergency, then resident may sustain an injury when using.
R2	Safety	Direct	Resident could be injured because of this condition.	If fire escape component is damaged or missing, and there is an emergency, then resident ability to safely egress the building is limited and may jeopardize their safety.
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 fire escape component is damaged or missing, then resident may be unable to fully 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.	If fire escape component is damaged or missing, then it should be detected through daily maintenance activities and its presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If fire escape component is damaged or missing, then property may not be following preventative maintenance plan.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If fire escape component is damaged or missing, then it may be very expensive to replace or fix the defect.



**INSPECTION PROCESS:**

**OBSERVATION:** - Check the fire escape stairs, platforms, guardrails, and handrails for damage, deterioration, or any condition that renders the component unusable or unsafe to traverse.  
- Inspect for missing fire escape components.

**REQUEST FOR HELP:** - None

**ACTION:** - None

**More Information:** - If window or door leading to fire escape is blocked, refer to the inspectable item for egress.  
- If the fire escape itself is blocked, then it is also covered in egress.  
- There is no requirement for inspectors to go on the fire escape this is a visual observation from the ground or unit.

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - None

**USEFUL:** - None

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**SUMMARY OF CHANGES**

**TITLE:** FIRE ESCAPE  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Components	Revised common components	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
Deficiency I	Separated by inspectable location – Outside	VI.3	2020-07-31
Title	Added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV – Correction Timeframe	Field added; response input as “24 hours”		
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		
Definition	Updated	VI-1	2019-11-26
Most Common Materials	Updated	VI-1	2019-11-26
Most Common Components	Updated	VI-1	2019-11-26
Tools for Location and Inspection	Updated	VI-1	2019-11-26
Common Locations	Updated	VI-1	2019-11-26

How to Locate	Updated	VI-I	2019-11-26
Deficiency 1	Updated	VI-I	2019-11-26
Title	Updated		
Rationale	Updated		
How to Inspect	Updated		
Inspection Process and Procedures	Updated		
Report Deficiency if	Updated		
Deficiency 2	Eliminated; incorporated into Deficiency 1	VI-I	2019-11-26
Deficiency 3	Eliminated; incorporated into Deficiency 1	VI-I	2019-11-26

**TITLE:** FIRE EXTINGUISHER

**VERSION:** VI.3

**DATE PUBLISHED:** 7/31/20

**DEFINITION:** A portable fire safety device that discharges a jet of water, foam, gas, or other material to extinguish a fire.

**PURPOSE:** Put out a small fire by directing onto it a substance that cools the burning material, deprives the flame of oxygen, or interferes with the chemical reactions occurring in the flame.

**NAME VARIANTS:** None

**COMMON MATERIALS:** Metals; Plastic; Steel

**COMMON COMPONENTS:** Tank; Locking pin; Handle or operating lever; Pressure gauge; Discharge hose and nozzle; Mounting bracket; Fire extinguisher cabinet; Inspection tag

**LOCATION:**  Unit Includes, but not limited to: hallways, kitchens, laundry rooms, mechanical rooms

Inside Includes, but not limited to: hallways, kitchens, laundry rooms, common areas, mechanical rooms

Outside Parking garages, breezeways, property exterior, roof tops

**MORE INFORMATION:** None

**DEFICIENCY 1:** Fire extinguisher pressure gauge reads over or under charged

**LOCATION:**  Unit  Inside  Outside

**DEFICIENCY 2:** Fire extinguisher service tag is missing or expired

**LOCATION:**  Unit  Inside  Outside

**DEFICIENCY 3:** Fire extinguisher is missing

**LOCATION:**  Unit  Inside

DEFICIENCY I — UNIT: [FIRE EXTINGUISHER PRESSURE GAUGE READS OVER OR UNDER CHARGED](#)

DEFICIENCY CRITERIA: Pressure gauge indicates that the fire extinguisher is over or under charged.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire extinguisher pressure gauge reads over or under charged, and there is a fire, then resident may be injured.
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 fire extinguisher pressure gauge reads over or under charged, then resident may be unable to use 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.	If fire extinguisher pressure gauge reads over or under charged, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If fire extinguisher pressure gauge reads over or under charged, then it may indicate that preventative maintenance is not occurring.

INSPECTION PROCESS:

- OBSERVATION: - Look at the fire extinguisher and determine if it has a pressure gauge.  
 - If it does, ensure that the gauge is in the green zone and not discharged or under or over charged.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY I — INSIDE: [FIRE EXTINGUISHER PRESSURE GAUGE READS OVER OR UNDER CHARGED](#)

DEFICIENCY CRITERIA: Pressure gauge indicates that the fire extinguisher is over or under charged

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire extinguisher pressure gauge reads over or under charged, and there is a fire, then resident may be injured.
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 fire extinguisher pressure gauge reads over or under charged, then resident may be unable to use 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.	If fire extinguisher pressure gauge reads over or under charged, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If fire extinguisher pressure gauge reads over or under charged, then it may indicate that preventative maintenance is not occurring.

INSPECTION PROCESS:

- OBSERVATION: - Look at the fire extinguisher and determine if it has a pressure gauge.  
 - If it does, ensure that the gauge is in the green zone and not discharged or under or over charged.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY I — OUTSIDE: [FIRE EXTINGUISHER PRESSURE GAUGE READS OVER OR UNDER CHARGED](#)

DEFICIENCY CRITERIA: Pressure gauge indicates that the fire extinguisher is over or under charged

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire extinguisher pressure gauge reads over or under charged, and there is a fire, then resident may be injured.
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 fire extinguisher pressure gauge reads over or under charged, then resident may be unable to use 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.	If fire extinguisher pressure gauge reads over or under charged, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If fire extinguisher pressure gauge reads over or under charged, then it may indicate that preventative maintenance is not occurring.

INSPECTION PROCESS:

- OBSERVATION: - Look at the fire extinguisher and determine if it has a pressure gauge.  
 - If it does, ensure that the gauge is in the green zone and not discharged or under or over charged.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY 2 — UNIT: [FIRE EXTINGUISHER SERVICE TAG IS MISSING OR EXPIRED](#)

DEFICIENCY CRITERIA: The date on the service tag of any fire extinguisher has exceeded one year.

OR

The fire extinguisher tag is missing or illegible.

OR

A non-chargeable or disposable fire extinguisher is more than 12 years old (based on manufacture date).

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire extinguisher service tag is missing or expired, and there is a fire, then it may not function and result in the resident being unable to extinguish the fire.
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 fire extinguisher service tag is missing or expired, then resident may be unable to use 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.	If fire extinguisher service tag is missing or expired, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If fire extinguisher service tag is missing or expired, then it may indicate that preventative maintenance is not occurring.

INSPECTION PROCESS:

OBSERVATION: - Look at a chargeable fire extinguisher and verify the date on the service tag.

REQUEST FOR HELP: - None



ACTION: - None

More Information: - If the POA provides the invoice or report from the servicing fire extinguisher company, do not record a deficiency for a random missing tag. The date of the report must be no more than one year from the inspection date.  
- Do not evaluate fire extinguishers that are not in service (i.e., in storage or awaiting service).

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — INSIDE: [FIRE EXTINGUISHER SERVICE TAG IS MISSING OR EXPIRED](#)

DEFICIENCY CRITERIA: The date on the service tag of any fire extinguisher has exceeded one year.

OR

The fire extinguisher tag is missing or illegible.

OR

A non-chargeable or disposable fire extinguisher is more than 12 years old (based on manufacture date).

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire extinguisher service tag is missing or expired, and there is a fire, then it may not function and result in the resident being unable to extinguish the fire.
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 fire extinguisher service tag is missing or expired, then resident may be unable to use 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.	If fire extinguisher service tag is missing or expired, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If fire extinguisher service tag is missing or expired, then it may indicate that preventative maintenance is not occurring.

INSPECTION PROCESS:

OBSERVATION: - Look at a chargeable fire extinguisher and verify the date on the service tag.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If the POA provides the invoice or report from the servicing fire extinguisher company, do not record a deficiency for a random missing tag. The date of the report must be no more than one year from the inspection date.  
- Do not evaluate fire extinguishers that are not in service (i.e., in storage or awaiting service).

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — OUTSIDE: [FIRE EXTINGUISHER SERVICE TAG IS MISSING OR EXPIRED](#)

DEFICIENCY CRITERIA: The date on the service tag of any fire extinguisher has exceeded one year.

OR

The fire extinguisher tag is missing or illegible.

OR

A non-chargeable or disposable fire extinguisher is more than 12 years old (based on manufacture date).

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire extinguisher service tag is missing or expired, and there is a fire, then it may not function and result in the resident being unable to extinguish the fire.
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 fire extinguisher service tag is missing or expired, then resident may be unable to use 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.	If fire extinguisher service tag is missing or expired, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If fire extinguisher service tag is missing or expired, then it may indicate that preventative maintenance is not occurring.

INSPECTION PROCESS:

OBSERVATION: - Look at a chargeable fire extinguisher and verify the date on the service tag.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If the POA provides the invoice or report from the servicing fire extinguisher company, do not record a deficiency for a random missing tag. The date of the report must be no more than one year from the inspection date.  
- Do not evaluate fire extinguishers that are not in service (i.e., in storage or awaiting service).

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — UNIT: [FIRE EXTINGUISHER IS MISSING](#)

DEFICIENCY CRITERIA: A fire extinguisher is not present in the unit.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire extinguisher is not present in the unit, and there is a fire, then resident may be injured.
R6	Usability and Operability of Fixtures	Indirect	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 fire extinguisher is not present in the unit, and there is a fire, then resident is unable to use 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.	If fire extinguisher is not present in the unit, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If fire extinguisher is not present in the unit, then it may indicate that preventative maintenance is not occurring.

INSPECTION PROCESS:

OBSERVATION: - Look along the walls for evidence of a fire extinguisher but no fire extinguisher present such as brackets, signage, and marked cabinets.

REQUEST FOR HELP: - Ask POA to show all unit fire extinguisher(s).

ACTION: - None

More Information: - Do not consider fire extinguishers that are not positioned for use (e.g., in a maintenance shop or designated storage areas).  
 - Extinguisher must be in the unit.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — INSIDE: [FIRE EXTINGUISHER IS MISSING](#)

DEFICIENCY CRITERIA: At least one (1) fire extinguisher is not present per floor.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If fire extinguisher is not present, and there is a fire, then resident may be injured.
R6	Usability and Operability of Fixtures	Indirect	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 fire extinguisher is not present, and there is a fire, then resident is unable to use 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.	If fire extinguisher is not present, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If fire extinguisher is not present, then it may indicate that preventative maintenance is not occurring.

INSPECTION PROCESS:

OBSERVATION: - Look along the walls for evidence of a fire extinguisher but no fire extinguisher present such as brackets, signage, and marked cabinets.

REQUEST FOR HELP: - Ask POA to show all fire extinguisher(s).

ACTION: - None

More Information: - Do not consider fire extinguishers that are not positioned for use (e.g., in a maintenance shop or designated storage areas).

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

## SUMMARY OF CHANGES

**TITLE:** FIRE EXTINGUISHER  
**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 Materials	Revised common materials	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	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV – Correction Timeframe	Field added; response input as “24 hours”		
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		
<b>Deficiency 2</b>	<b>Separated by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		



HCV – Correction Timeframe	Field added; response input as “24 hours”
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
<b>Deficiency 3</b>	<b>Separated by inspectable locations – Unit and Inside</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 “Life-Threatening” determination; added standardized description
Correction Timeframe	Field added; response input as “24 hours”
HCV – Correction Timeframe	Field added; response input as “24 hours”
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

TITLE: [FLAMMABLE AND COMBUSTIBLE ITEM](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: A combustible material is any material that, in the form in which it is used and under the conditions anticipated, will ignite and burn or will add appreciable heat to an ambient fire.

PURPOSE: None

NAME VARIANTS: None

COMMON MATERIALS: Paper; Plastic; Chemicals; Fabric; Paint; Gasoline; Propane; Solvents; Oxygen

COMMON COMPONENTS: None

LOCATION:  Unit Inside unit, near water heater, near furnace, stove, oven, fireplace, garage, attic, basement  
 Inside Near water heater, near furnace, stove, oven, fireplace, garage, attic, basement  
 Outside Outside of unit; yard

MORE INFORMATION: None

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DEFICIENCY 1: Improperly stored flammable or combustible item on or near an ignition source

LOCATION:  Unit  Inside  Outside

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DEFICIENCY I — UNIT: [IMPROPERLY STORED FLAMMABLE OR COMBUSTIBLE ITEM ON OR NEAR AN IGNITION SOURCE](#)

DEFICIENCY CRITERIA: Flammable or combustible material is on or near an ignition source.

OR

Improperly stored chemicals.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If flammable or combustible material is on or near an ignition source or chemicals are improperly stored, then resident could be at risk of fire or explosion.
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 flammable or combustible material is on or near an ignition source or chemicals are improperly stored, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look for flammable or combustible items on or near an ignition source, or improperly stored chemical (paints, gasoline, etc.).
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Combustible items such as hair spray, nail polish remover, butane lighter fluid, charcoal lighter fluid, paint thinner in their original container and stored in a safe place such as under a kitchen sink or in a hall closet etc. are not a deficiency. If the above items are stored in close proximity to an open flame, electrical or heat source, this deficiency should be recorded.
- Easily combustible items such as paper, plastic, clothing, etc. in contact with a heat source or near an open flame should also be recorded as a deficiency.
- Petroleum products such as gasoline, kerosene, propane should never be stored in a unit, record deficiency when observed, even if they are not near an ignition source.
- Do not record a deficiency for propane tanks or gas-powered equipment stored outside of a unit, to include resident owned storage rooms only accessible from the outside of the building.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY I — INSIDE: [IMPROPERLY STORED FLAMMABLE OR COMBUSTIBLE ITEM ON OR NEAR AN IGNITION SOURCE](#)

DEFICIENCY CRITERIA: Flammable or combustible material is on or near an ignition source.

OR

Improperly stored chemicals.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If flammable or combustible material is on or near an ignition source or chemicals are improperly stored, then resident could be at risk of fire or explosion.
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 flammable or combustible material is on or near an ignition source or chemicals are improperly stored, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look for flammable or combustible items on or near an ignition source, or improperly stored chemical (paints, gasoline, etc.).
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Combustible items such as hair spray, nail polish remover, butane lighter fluid, charcoal lighter fluid, paint thinner in their original container and stored in a safe place such as under a kitchen sink or in a hall closet etc. are not a deficiency. If the above items are stored in close proximity to an open flame, electrical or heat source, this deficiency should be recorded.
- Easily combustible items such as paper, plastic, clothing, etc. in contact with a heat source or near an open flame should also be recorded as a deficiency.
- Petroleum products such as gasoline, kerosene, propane should never be stored in a unit, record deficiency when observed, even if they are not near an ignition source.
- Do not record a deficiency for propane tanks or gas-powered equipment stored outside of a unit, to include resident owned storage rooms only accessible from the outside of the building.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY I — OUTSIDE: [IMPROPERLY STORED FLAMMABLE OR COMBUSTIBLE ITEM ON OR NEAR AN IGNITION SOURCE](#)

DEFICIENCY CRITERIA: Flammable or combustible material is on or near an ignition source.

OR

Improperly stored chemicals.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If flammable or combustible material is on or near an ignition source or chemicals are improperly stored, then resident could be at risk of fire or explosion.
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 flammable or combustible material is on or near an ignition source or chemicals are improperly stored, then this should be identified through routine maintenance and the defect's presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look for flammable or combustible items on or near an ignition source, or improperly stored chemical (paints, gasoline, etc.).
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Combustible items such as hair spray, nail polish remover, butane lighter fluid, charcoal lighter fluid, paint thinner in their original container and stored in a safe place such as under a kitchen sink or in a hall closet etc. are not a deficiency. If the above items are stored in close proximity to an open flame, electrical or heat source, this deficiency should be recorded.
- Easily combustible items such as paper, plastic, clothing, etc. in contact with a heat source or near an open flame should also be recorded as a deficiency.
- Petroleum products such as gasoline, kerosene, propane should never be stored in a unit, record deficiency when observed, even if they are not near an ignition source.
- Do not record a deficiency for propane tanks or gas-powered equipment stored outside of a unit, to include resident owned storage rooms only accessible from the outside of the building.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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## SUMMARY OF CHANGES

**TITLE:** FLAMMABLE AND COMBUSTIBLE ITEM  
**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 Materials	Revised common materials	VI.3	2020-07-31
Location	Revised inspectable locations	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
Deficiency I	Separated by inspectable locations – Unit, Inside, and Outside	VI.3	2020-07-31
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV – Correction Timeframe	Field added; response input as “24 hours”		
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		
Rationales	Updated following in-house review and public comment	VI-2	2019-12-23
Health and Safety Determinations	Updated following in-house review and public comment	VI-2	2019-12-23

TITLE: [FLOOR DRAIN](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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**DEFINITION:** A fixture set into a floor used to discharge water into a plumbing drainage system.

**PURPOSE:** The floor drain is installed at the lowest point in a floor built to slope toward it. The drain drops the water into a sewer system that carries it from the house along with wastewater from other drains that feed into the system.

**NAME VARIANTS:** None

**COMMON MATERIALS:** Plastic; Steel; Brass; Aluminum; Brushed nickel; Cast iron

**COMMON COMPONENTS:** Strainer; Grate; Cover; Trap; Trap Seal

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Bathroom, basement, utility room, maintenance closet, laundry, stairwell, etc.
<input checked="" type="checkbox"/>	Inside	Bathroom, basement, utility room, maintenance closet, laundry, stairwell, etc.
<input type="checkbox"/>	Outside	None

**MORE INFORMATION:** None

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**DEFICIENCY 1:** Drain is clogged

**LOCATION:**  Unit  Inside

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DEFICIENCY I — UNIT: Drain is clogged

DEFICIENCY CRITERIA: Standing water is observed near floor drain.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If floor drain is clogged, and there is standing water present, then resident may be exposed to mold or mildew.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If floor drain is clogged, then resident may not be able to properly dispose of wastewater.
M1	Corrective Maintenance	Direct	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.	If floor drain is clogged, then the resident will likely report it and its presence may indicate that complaint-based work orders are not being addressed.
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 floor drain is clogged, then it will likely be observed through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at floor drain for the presence of standing water in contact with floor drain.  
 - Look at floor drain for the presence of obstructions to water flow.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - This deficiency applies to floor drains attached to the sanitary drainage system.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY I — INSIDE: [DRAIN IS CLOGGED](#)

DEFICIENCY CRITERIA: Standing water is observed near floor drain.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If floor drain is clogged, and there is standing water present, then resident may be exposed to mold or mildew.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If floor drain is clogged, then resident may not be able to properly dispose of wastewater.
M1	Corrective Maintenance	Direct	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.	If floor drain is clogged, then the resident will likely report it and its presence may indicate that complaint-based work orders are not being addressed.
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 floor drain is clogged, then it will likely be observed through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at floor drain for the presence of standing water in contact with floor drain.  
 - Look at floor drain for the presence of obstructions to water flow.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - This deficiency applies to floor drains attached to the sanitary drainage system.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

## SUMMARY OF CHANGES

**TITLE:** FLOOR DRAIN  
**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
Purpose	Field added	VI.3	2020-07-31
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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
Deficiency I	Separated by inspectable locations – Unit and Inside	VI.3	2020-07-31
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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		
Rationales	Updated following in-house review and public comment	VI-2	2019-12-20
Health and Safety Determinations	Updated following in-house review and public comment	VI-2	2019-12-20

TITLE: [FLOOR, FLOOR COVERING, AND FLOOR FINISH](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

**DEFINITION:** Floor: Lower surface of a room  
Floor Covering or Floor Finish: Any surface material applied over a floor structure to provide a walking surface (e.g. tile, carpet, concrete, wood, vinyl, sealant, paint, stain)

**PURPOSE:** Floor: A horizontal lower surface of a room used to walk on and may separate levels  
Floor Covering or Floor Finish: Protects the surface of the substrate and provides cleanable or sanitary surface

**NAME VARIANTS:** None

**COMMON MATERIALS:** Ceramic; Carpet; Concrete; Wood; Vinyl; Paint; Stain; Foam; Cork; Rubber

**COMMON COMPONENTS:** Carpet fibers (e.g., nylon, polyester, wool); Insulation; Grout; Bonding agent; Tiles; Carpet; Hardwood flooring; Stain; Underlayment; Padding

**LOCATION:**  Unit Dining rooms, living rooms, kitchens, bathrooms, bedrooms, closets, hallways or other unit spaces  
 Inside Dining rooms, living rooms, kitchens, bathrooms, closets, hallways or other common spaces  
 Outside None

**MORE INFORMATION:** - Within an unfinished basement bare concrete floors are acceptable.  
 - Within a unit or inside location regularly utilized by a resident, then polished or painted concrete floors are acceptable. However, bare concrete floors are not acceptable within these locations.

**DEFICIENCY 1:** Floor substrate is exposed  
**LOCATION:**  Unit  Inside

**DEFICIENCY 2:** Floor covering is curling, buckling, or bulging  
**LOCATION:**  Unit  Inside

**DEFICIENCY 3:** Subfloor is bowed, buckling, or sagging  
**LOCATION:**  Unit  Inside

**DEFICIENCY 4:** Subfloor has presence of decay  
**LOCATION:**  Unit  Inside

DEFICIENCY I — UNIT: FLOOR SUBSTRATE IS EXPOSED

DEFICIENCY CRITERIA: 10% or more of the floor substrate area is exposed in any room.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If flooring substrate is exposed, then it is not a cleanable surface and could harbor pathogens, mold, mildew, dust or allergens, thereby impacting the resident's physical health.
R2	Safety	Direct	Resident could be injured because of this condition.	If flooring substrate is exposed, then resident may be injured via splinters or trip hazards.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If flooring substrate is exposed, then it is not a cleanable covering and could harbor mold, mildew, dust, or allergens.
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 flooring substrate is exposed, then resident may be unable to fully utilize a feature of their home that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If flooring substrate is exposed, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 flooring substrate is exposed, then this will likely be observed during routine maintenance activities and may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If flooring substrate is exposed, and it is occurring across a significant portion of the property, then it may result in a capital cost expenditure to repair the defect.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look down and observe if substrate is exposed on 10% or more of the floor area within each room.
- REQUEST FOR HELP:** - None
- ACTION:** - Measure the exposed area within each room.  
- Determine total percentage of exposed area within each room.
- More Information:** - None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - Distance measuring device
- USEFUL:** - None
-



DEFICIENCY I — INSIDE: [FLOOR SUBSTRATE IS EXPOSED](#)

DEFICIENCY CRITERIA: 10% or more of the floor substrate area is exposed in any room.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If flooring substrate is exposed, then it is not a cleanable surface and could harbor pathogens, mold, mildew, dust or allergens, thereby impacting the resident's physical health.
R2	Safety	Direct	Resident could be injured because of this condition.	If flooring substrate is exposed, then resident may be injured via splinters or trip hazards.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If flooring substrate is exposed, then it is not a cleanable covering and could harbor mold, mildew, dust, or allergens.
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 flooring substrate is exposed, then resident may be unable to fully utilize a feature of their home that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If flooring substrate is exposed, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 flooring substrate is exposed, then this will likely be observed during routine maintenance activities and may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If flooring substrate is exposed, and it is occurring across a significant portion of the property, then it may result in a capital cost expenditure to repair the defect.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look down and observe if substrate is exposed on 10% or more of the floor area within each room.
- REQUEST FOR HELP:** - None
- ACTION:** - Measure the exposed area within each room.  
- Determine total percentage of exposed area within each room.
- More Information:** - None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - Distance measuring device
- USEFUL:** - None
-

DEFICIENCY 2 — UNIT: [FLOOR COVERING IS CURLING, BUCKLING, OR BULGING](#)

DEFICIENCY CRITERIA: Any portion of the floor covering is curled, buckling, or bulging, resulting in a ¼-inch deviation in elevation.

OR

Any portion of the floor covering is curled, buckling, or bulging, resulting in a 2-inch horizontal separation.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If floor covering is curled, buckling, or bulging, then resident may be exposed to a trip hazard.
M1	Corrective Maintenance	Direct	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.	If floor covering is curled, buckling, or bulging, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 floor covering is curled, buckling, or bulging, then this will likely be observed during routine maintenance activities and may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If floor covering is curled, buckling, or bulging, and it is occurring across a significant portion of the property, then it may result in a capital cost expenditure to repair the defect.

INSPECTION PROCESS:

OBSERVATION: - Look down and identify if any portion of the floor covering is curled, buckling, or bulging.

REQUEST FOR HELP: - None

ACTION: - Measure any portion of the floor covering that is curled, buckling, or bulging.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

---

DEFICIENCY 2 — INSIDE: [FLOOR COVERING IS CURLING, BUCKLING, OR BULGING](#)

DEFICIENCY CRITERIA: Any portion of the floor covering is curled, buckling, or bulging, resulting in a ¼-inch deviation in elevation.

OR

Any portion of the floor covering is curled, buckling, or bulging, resulting in a 2-inch horizontal separation.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If floor covering is curled, buckling, or bulging, then resident may be exposed to a trip hazard.
M1	Corrective Maintenance	Direct	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.	If floor covering is curled, buckling, or bulging, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 floor covering is curled, buckling, or bulging, then this will likely be observed during routine maintenance activities and may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If floor covering is curled, buckling, or bulging, and it is occurring across a significant portion of the property, then it may result in a capital cost expenditure to repair the defect.

INSPECTION PROCESS:

OBSERVATION: - Look down and identify if any portion of the floor covering is curled, buckling, or bulging.

REQUEST FOR HELP: - None

ACTION: - Measure any portion of the floor covering that is curled, buckling, or bulging.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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DEFICIENCY 3 — UNIT: SUBFLOOR IS BOWED, BUCKLING, OR SAGGING

DEFICIENCY CRITERIA: Subfloor is bowing, bulging, buckling, sagging, or misaligned within any room.

OR

More than 10% of floor area is not attached to subfloor or floor joists within any room.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If subfloor is bowing, buckling, or bulging, then resident may be exposed to a trip hazard.
M1	Corrective Maintenance	Indirect	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.	If subfloor is bowing, buckling, or bulging, and it is in a location the resident normally accesses, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 subfloor is bowing, buckling, or bulging, then this will likely be observed during routine maintenance activities and may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If subfloor is bowing, buckling, or bulging, and it is occurring across a significant portion of the property, then it may result in a capital cost expenditure to repair the defect.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If subfloor is bowing, buckling, or bulging, then it may indicate presence of a structural failure.

INSPECTION PROCESS:

OBSERVATION: - Look at the floor surface.  
 - Identify any areas where subfloor is bowing, bulging, buckling, sagging, or is no longer aligned horizontally to the extent that flooring failure is possible.

REQUEST FOR HELP: - None

- ACTION:** - Measure any portion of the subfloor that is bulging, buckling, or sagging.
- More Information:** - Note: Some surface abnormalities may indicate the presence of this defect (e.g., lifting tiles, hardwood cupping, linoleum bubbling, etc.). However, the surface abnormalities alone do not constitute a defect under this standard.
- 

**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Distance measuring device
- 
-



DEFICIENCY 3 — INSIDE: [SUBFLOOR IS BOWED, BUCKLING, OR SAGGING](#)

DEFICIENCY CRITERIA: Subfloor is bowing, bulging, buckling, sagging, or misaligned within any room.

OR

More than 10% of floor area is not attached to subfloor or floor joists within any room.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If subfloor is bowing, buckling, or bulging, then resident may be exposed to a trip hazard.
M1	Corrective Maintenance	Indirect	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.	If subfloor is bowing, buckling, or bulging, and it is in a location the resident normally accesses, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 subfloor is bowing, buckling, or bulging, then this will likely be observed during routine maintenance activities and may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If subfloor is bowing, buckling, or bulging, and it is occurring across a significant portion of the property, then it may result in a capital cost expenditure to repair the defect.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If subfloor is bowing, buckling, or bulging, then it may indicate presence of a structural failure.

INSPECTION PROCESS:

OBSERVATION: - Look at the floor surface.  
 - Identify any areas where subfloor is bowing, bulging, buckling, sagging, or is no longer aligned horizontally to the extent that flooring failure is possible.

REQUEST FOR HELP: - None

- ACTION:** - Measure any portion of the subfloor that is bulging, buckling, or sagging.
- More Information:** - Note: Some surface abnormalities may indicate the presence of this defect (e.g., lifting tiles, hardwood cupping, linoleum bubbling, etc.). However, the surface abnormalities alone do not constitute a defect under this standard.
- 

**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Distance measuring device
- 
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DEFICIENCY 4 — UNIT: SUBFLOOR HAS PRESENCE OF DECAY

DEFICIENCY CRITERIA: Greater than one (1) square foot of rot or spongy flooring is present.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If subfloor has presence of decay, then it may harbor pathogens, mold, mildew, dust or allergens, thereby impacting the resident's physical health.
R2	Safety	Indirect	Resident could be injured because of this condition.	If subfloor has presence of decay, and the flooring is unstable, then resident may fall through the floor.
M1	Corrective Maintenance	Direct	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.	If subfloor has presence of decay, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 subfloor has presence of decay, then this will likely be observed during routine maintenance activities and may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If subfloor has presence of decay, and it is occurring across a significant portion of the property, then it may result in a capital cost expenditure to repair the defect.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If subfloor has presence of decay, then it may indicate presence of a structural failure.

INSPECTION PROCESS:

OBSERVATION: - Look for surface abnormalities that may indicate the presence of this defect (e.g. lifting tiles, hardwood cupping, linoleum bubbling, etc).  
 - Look for holes in the subfloor.

REQUEST FOR HELP: - None

**ACTION:** - Walk the floor feeling for areas of unstable, bouncing, or spongy floor.

**More Information:** - This defect is most commonly found in or around tub or shower enclosures, toilets, entry doors.

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

DEFICIENCY 4 — INSIDE: [SUBFLOOR HAS PRESENCE OF DECAY](#)

DEFICIENCY CRITERIA: Greater than one (1) square foot of rot or spongy flooring is present.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If subfloor has presence of decay, then it may harbor pathogens, mold, mildew, dust or allergens, thereby impacting the resident's physical health.
R2	Safety	Indirect	Resident could be injured because of this condition.	If subfloor has presence of decay, and the flooring is unstable, then resident may fall through the floor.
M1	Corrective Maintenance	Direct	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.	If subfloor has presence of decay, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 subfloor has presence of decay, then this will likely be observed during routine maintenance activities and may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If subfloor has presence of decay, and it is occurring across a significant portion of the property, then it may result in a capital cost expenditure to repair the defect.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If subfloor has presence of decay, then it may indicate presence of a structural failure.

INSPECTION PROCESS:

OBSERVATION: - Look for surface abnormalities that may indicate the presence of this defect (e.g. lifting tiles, hardwood cupping, linoleum bubbling, etc).  
 - Look for holes in the subfloor.

REQUEST FOR HELP: - None

**ACTION:** - Walk the floor feeling for areas of unstable, bouncing, or spongy floor.

**More Information:** - This defect is most commonly found in or around tub or shower enclosures, toilets, entry doors.

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

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**SUMMARY OF CHANGES**

**TITLE:** FLOOR, FLOOR COVERING, AND FLOOR FINISH  
**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 Materials	Revised common materials	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>Consolidated previous Deficiency 1 and 2 Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Previously Deficiency 3 Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		

Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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>Deficiency 3</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 4</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Copy Edits</b>	<b>-----</b>	<b>VI-2</b>	<b>2019-12-26</b>



TITLE: **FOUNDATION**

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: Lowest load-bearing part of a building.

PURPOSE: Provide support for a structure by transferring the structural load to the surrounding soil while also isolating the structure from ground moisture.

NAME VARIANTS: Slab; Pier; Post; Footing; Wall

COMMON MATERIALS: Rebar; Concrete; Brick; Wood; Steel; Mortar; Moisture barrier (e.g., tar, rubber, sealant); Concrete masonry blocks; Stone

COMMON COMPONENTS: Foundation vent; Footings; Slab; Masonry block; Pier; Post; Tie down straps

LOCATION:  Unit      Basement; floor; wall; ceiling  
 Inside      Basement; floor; wall; ceiling  
 Outside      Exterior of property

MORE INFORMATION: None

DEFICIENCY 1: Foundation is cracked

LOCATION:  Unit       Inside       Outside

DEFICIENCY 2: Missing or damaged foundation vents if required

LOCATION:  Outside

DEFICIENCY 3: Foundation has exposed rebar or foundation is spalling, flaking, or chipping

LOCATION:  Unit       Inside       Outside

DEFICIENCY 4: Foundation infiltrated by water

LOCATION:  Unit       Inside

DEFICIENCY 5: Foundation support post, column, beam, or girder damaged

LOCATION:  Unit       Inside       Outside

DEFICIENCY 6: The foundation appears to be in imminent danger of collapse or failure

LOCATION:  Unit       Inside       Outside

DEFICIENCY I — UNIT: [FOUNDATION IS CRACKED](#)

DEFICIENCY CRITERIA: Crack is present with a width of ¼ inch or greater and a length of 12 inches or greater.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If foundation is cracked, then structure could be compromised resulting in potential hazards to the resident.
R2	Safety	Direct	Resident could be injured because of this condition.	If foundation is cracked, then structure could be compromised resulting in potential hazards to the resident.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If foundation is cracked, this may cause doors and windows may not operate correctly.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If foundation is cracked, this may cause doors and windows may not operate correctly.
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 foundation is cracked, this may cause doors and windows may not operate correctly.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If foundation is cracked, then thermal envelope could be broken resulting in the home being less energy efficient.
M1	Corrective Maintenance	Direct	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.	It is reasonable to expect the resident to report issues that are characteristics of foundation damage, such as windows and doors not opening or closing.
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.	It is reasonable to expect the resident to report issues that are characteristics of foundation damage, such as windows and doors not opening or closing.

M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	Depending on the extent of the damage the cost will be variable.
M5	Increased Monetary Impact to HUD	Indirect	HUD would incur additional costs due to this condition.	If foundation is cracked, then thermal envelope could be broken resulting in the home being less energy efficient.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation is cracked, then it may indicate a potential structural failure.

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**INSPECTION PROCESS:**

- OBSERVATION:** - Look at the foundation and identify if there are any indicators of foundation cracks (e.g., cracks in walls, no functioning doors, unlevel floors or windows).
- REQUEST FOR HELP:** - None
- ACTION:** - If crack is found, measure its length and width.
- More Information:** - Structural standard is related to this deficiency.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror; Distance measuring device
-

DEFICIENCY I — INSIDE: [FOUNDATION IS CRACKED](#)

DEFICIENCY CRITERIA: Crack is present with a width of ¼ inch or greater and a length of 12 inches or greater.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If foundation is cracked, then structure could be compromised resulting in potential hazards to the resident.
R2	Safety	Direct	Resident could be injured because of this condition.	If foundation is cracked, then structure could be compromised resulting in potential hazards to the resident.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If foundation is cracked, this may cause doors and windows may not operate correctly.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If foundation is cracked, this may cause doors and windows may not operate correctly.
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 foundation is cracked, this may cause doors and windows may not operate correctly.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If foundation is cracked, then thermal envelope could be broken resulting in the home being less energy efficient.
M1	Corrective Maintenance	Direct	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.	It is reasonable to expect the resident to report issues that are characteristics of foundation damage, such as windows and doors not opening or closing.
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.	It is reasonable to expect the resident to report issues that are characteristics of foundation damage, such as windows and doors not opening or closing.

M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	Depending on the extent of the damage the cost will be variable.
M5	Increased Monetary Impact to HUD	Indirect	HUD would incur additional costs due to this condition.	If foundation is cracked, then thermal envelope could be broken resulting in the home being less energy efficient.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation is cracked, then it may indicate a potential structural failure.

---

**INSPECTION PROCESS:**

- OBSERVATION:** - Look at the foundation and identify if there are any indicators of foundation cracks (e.g., cracks in walls, no functioning doors, unlevel floors or windows).
- REQUEST FOR HELP:** - None
- ACTION:** - If crack is found, measure its length and width.
- More Information:** - Structural standard is related to this deficiency.

---

**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror; Distance measuring device
-

DEFICIENCY I — OUTSIDE: [FOUNDATION IS CRACKED](#)

DEFICIENCY CRITERIA: Crack is present with a width of ¼ inch or greater and a length of 12 inches or greater.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If foundation is cracked, then structure could be compromised resulting in potential hazards to the resident.
R2	Safety	Direct	Resident could be injured because of this condition.	If foundation is cracked, then structure could be compromised resulting in potential hazards to the resident.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If foundation is cracked, this may cause doors and windows may not operate correctly.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If foundation is cracked, this may cause doors and windows may not operate correctly.
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 foundation is cracked, this may cause doors and windows may not operate correctly.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If foundation is cracked, then thermal envelope could be broken resulting in the home being less energy efficient.
M1	Corrective Maintenance	Direct	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.	It is reasonable to expect the resident to report issues that are characteristics of foundation damage, such as windows and doors not opening or closing.
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.	It is reasonable to expect the resident to report issues that are characteristics of foundation damage, such as windows and doors not opening or closing.

M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	Depending on the extent of the damage the cost will be variable.
M5	Increased Monetary Impact to HUD	Indirect	HUD would incur additional costs due to this condition.	If foundation is cracked, then thermal envelope could be broken resulting in the home being less energy efficient.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation is cracked, then it may indicate a potential structural failure.

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**INSPECTION PROCESS:**

- OBSERVATION:** - Look at the foundation and identify if there are any indicators of foundation cracks (e.g., cracks in walls, no functioning doors, unlevel floors or windows).
- REQUEST FOR HELP:** - None
- ACTION:** - If crack is found, measure its length and width.
- More Information:** - Structural standard is related to this deficiency.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror; Distance measuring device
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DEFICIENCY 2 — OUTSIDE: [MISSING OR DAMAGED FOUNDATION VENT, IF REQUIRED](#)

DEFICIENCY CRITERIA: Foundation vent cover is missing (i.e. evidence of prior installation, but now not present or is incomplete) or has holes that may allow access for pests.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If vent cover is missing, then it may allow insects or vermin to penetrate to the dwelling.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If vent cover is missing, then resident may not be able to secure the home.

INSPECTION PROCESS:

OBSERVATION: - If present, locate the foundation vent and determine if the vent cover is intact.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Foundation vents are required on homes with raised foundations.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight



DEFICIENCY 3 — UNIT: [FOUNDATION HAS EXPOSED REBAR OR FOUNDATION IS SPALLING, FLAKING, OR CHIPPING](#)

DEFICIENCY CRITERIA: The structure has any exposed rebar.

OR

Foundation is spalling, flaking, or chipping and the affected area is 12x12 inches or greater and goes into the foundation at a depth of ¾ inch or greater.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If foundation has exposed rebar or it is spalling, flaking, or chipping, then it may be a cut hazard to residents.
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 foundation has exposed rebar or it is spalling, flaking, or chipping, then it should be detected through regular maintenance activities and its presence may indicate that self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation has exposed rebar or it is spalling, flaking, or chipping, then there may be a structural defect.

INSPECTION PROCESS:

OBSERVATION: - Look at a structure and examine it for any exposed rebar or foundation has of spalling, flaking, or chipping.

REQUEST FOR HELP: - None

ACTION: - If signs are found, measure the affected area.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

DEFICIENCY 3 — INSIDE: [FOUNDATION HAS EXPOSED REBAR OR FOUNDATION IS SPALLING, FLAKING, OR CHIPPING](#)

DEFICIENCY CRITERIA: The structure has any exposed rebar.

OR

Foundation is spalling, flaking, or chipping and the affected area is 12x12 inches or greater and goes into the foundation at a depth of ¾ inch or greater.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If foundation has exposed rebar or it is spalling, flaking, or chipping, then it may be a cut hazard to residents.
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 foundation has exposed rebar or it is spalling, flaking, or chipping, then it should be detected through regular maintenance activities and its presence may indicate that self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation has exposed rebar or it is spalling, flaking, or chipping, then there may be a structural defect.

INSPECTION PROCESS:

OBSERVATION: - Look at a structure and examine it for any exposed rebar or foundation has of spalling, flaking, or chipping.

REQUEST FOR HELP: - None

ACTION: - If signs are found, measure the affected area.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

DEFICIENCY 3 — OUTSIDE: [FOUNDATION HAS EXPOSED REBAR OR FOUNDATION IS SPALLING, FLAKING, OR CHIPPING](#)

DEFICIENCY CRITERIA: The structure has any exposed rebar.

OR

Foundation is spalling, flaking, or chipping and the affected area is 12x12 inches or greater and goes into the foundation at a depth of ¾ inch or greater.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If foundation has exposed rebar or it is spalling, flaking, or chipping, then it may be a cut hazard to residents.
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 foundation has exposed rebar or it is spalling, flaking, or chipping, then it should be detected through regular maintenance activities and its presence may indicate that self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation has exposed rebar or it is spalling, flaking, or chipping, then there may be a structural defect.

INSPECTION PROCESS:

OBSERVATION: - Look at a structure and examine it for any exposed rebar or foundation has of spalling, flaking, or chipping.

REQUEST FOR HELP: - None

ACTION: - If signs are found, measure the affected area.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

DEFICIENCY 4 — UNIT: FOUNDATION INFILTRATED BY WATER

DEFICIENCY CRITERIA: Evidence of water infiltration through foundation.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If foundation infiltrated by water, then there is an increased of risk of mold exposure which could negatively impact air quality.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If foundation infiltrated by water, then the resident may be exposed to an unsanitary environment.
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 foundation infiltrated by water, then resident may be unable to fully utilize a feature (i.e. sealed foundation) that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If foundation infiltrated by water, then resident will likely report this deficiency its presence may indicate a lack of corrective maintenance.
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 foundation infiltrated by water, then this should be identified through routine maintenance and its presence may indicate self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation infiltrated by water, then it may cause deterioration to the structure.

INSPECTION PROCESS:

OBSERVATION: - Look at the entire foundation for evidence of water infiltration (e.g. excessive dampness, collected water, stains, or mineral deposits).

- Look for evidence of water ponding against the foundation.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 4 — INSIDE: [FOUNDATION INFILTRATED BY WATER](#)

DEFICIENCY CRITERIA: Evidence of water infiltration through foundation.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If foundation infiltrated by water, then there is an increased of risk of mold exposure which could negatively impact air quality.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If foundation infiltrated by water, then the resident may be exposed to an unsanitary environment.
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 foundation infiltrated by water, then resident may be unable to fully utilize a feature (i.e. sealed foundation) that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If foundation infiltrated by water, then resident will likely report this deficiency its presence may indicate a lack of corrective maintenance.
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 foundation infiltrated by water, then this should be identified through routine maintenance and its presence may indicate self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation infiltrated by water, then it may cause deterioration to the structure.

INSPECTION PROCESS:

OBSERVATION: - Look at the entire foundation for evidence of water infiltration (e.g. excessive dampness, collected water, stains, or mineral deposits).

- Look for evidence of water ponding against the foundation.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 5 — UNIT: [FOUNDATION SUPPORT POST, COLUMN, BEAM, OR GIRDER DAMAGED](#)

DEFICIENCY CRITERIA: Any support post, column, or girder area is damaged (i.e., visibly defective; impacts functionality).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If foundation support post, column, beam, or girder is damaged, then it may cause the structure to become unstable.
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 foundation support post, column, beam, or girder is damaged, then maintenance should identify it through regular maintenance activities and its present may indicate self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation support post, column, beam, or girder is damaged, then it could be a sign of a structural issue.

INSPECTION PROCESS:

OBSERVATION: - Look at the foundation and identify if there are any areas of damage (e.g. rot) on support posts, columns, or girders.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None



DEFICIENCY 5 — INSIDE: [FOUNDATION SUPPORT POST, COLUMN, BEAM, OR GIRDER DAMAGED](#)

DEFICIENCY CRITERIA: Any support post, column, or girder area is damaged (i.e., visibly defective; impacts functionality).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If foundation support post, column, beam, or girder is damaged, then it may cause the structure to become unstable.
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 foundation support post, column, beam, or girder is damaged, then maintenance should identify it through regular maintenance activities and its present may indicate self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation support post, column, beam, or girder is damaged, then it could be a sign of a structural issue.

INSPECTION PROCESS:

OBSERVATION: - Look at the foundation and identify if there are any areas of damage (e.g. rot) on support posts, columns, or girders.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 5 — OUTSIDE: [FOUNDATION SUPPORT POST, COLUMN, BEAM, OR GIRDER DAMAGED](#)

DEFICIENCY CRITERIA: Any support post, column, or girder area is damaged (i.e., visibly defective; impacts functionality).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If foundation support post, column, beam, or girder is damaged, then it may cause the structure to become unstable.
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 foundation support post, column, beam, or girder is damaged, then maintenance should identify it through regular maintenance activities and its present may indicate self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If foundation support post, column, beam, or girder is damaged, then it could be a sign of a structural issue.

INSPECTION PROCESS:

OBSERVATION: - Look at the foundation and identify if there are any areas of damage (e.g. rot) on support posts, columns, or girders.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 6 — UNIT: [THE FOUNDATION APPEARS TO BE IN IMMINENT DANGER OF COLLAPSE OR FAILURE](#)

DEFICIENCY CRITERIA: The foundation appears to be in imminent danger of collapse or failure.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If the foundation appears to be in imminent danger of collapse or failure, then this could affect the health and safety of the resident.
R2	Safety	Direct	Resident could be injured because of this condition.	If the foundation appears to be in imminent danger of collapse or failure, then the resident may be at a high risk of injury.
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 the foundation appears to be in imminent danger of collapse or failure, then resident may be unable to fully utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If the foundation appears to be in imminent danger of collapse or failure, then resident will likely report this deficiency its presence may indicate a lack of corrective maintenance.
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 the foundation appears to be in imminent danger of collapse or failure, then this should be identified through routine maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If the foundation appears to be in imminent danger of collapse or failure, then this may result in a capital expenditure.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If the foundation appears to be in imminent danger of collapse or failure, then there is a structural failure.

PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	'If the foundation appears to be in imminent danger of collapse or failure, then HUD could suffer reputational harm.
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INSPECTION PROCESS:

- OBSERVATION: - Look at structure for signs that it is structurally unsound or is in danger of collapsing.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Level

DEFICIENCY 6 — INSIDE: [THE FOUNDATION APPEARS TO BE IN IMMINENT DANGER OF COLLAPSE OR FAILURE](#)

DEFICIENCY CRITERIA: The foundation appears to be in imminent danger of collapse or failure.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If the foundation appears to be in imminent danger of collapse or failure, then this could affect the health and safety of the resident.
R2	Safety	Direct	Resident could be injured because of this condition.	If the foundation appears to be in imminent danger of collapse or failure, then the resident may be at a high risk of injury.
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 the foundation appears to be in imminent danger of collapse or failure, then resident may be unable to fully utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If the foundation appears to be in imminent danger of collapse or failure, then resident will likely report this deficiency its presence may indicate a lack of corrective maintenance.
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 the foundation appears to be in imminent danger of collapse or failure, then this should be identified through routine maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If the foundation appears to be in imminent danger of collapse or failure, then this may result in a capital expenditure.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If the foundation appears to be in imminent danger of collapse or failure, then there is a structural failure.

PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	'If the foundation appears to be in imminent danger of collapse or failure, then HUD could suffer reputational harm.
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**INSPECTION PROCESS:**

- OBSERVATION:** - Look at structure for signs that it is structurally unsound or is in danger of collapsing.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
  - USEFUL:** - Level
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DEFICIENCY 6 — OUTSIDE: [THE FOUNDATION APPEARS TO BE IN IMMINENT DANGER OF COLLAPSE OR FAILURE](#)

DEFICIENCY CRITERIA: The foundation appears to be in imminent danger of collapse or failure.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If the foundation appears to be in imminent danger of collapse or failure, then this could affect the health and safety of the resident.
R2	Safety	Direct	Resident could be injured because of this condition.	If the foundation appears to be in imminent danger of collapse or failure, then the resident may be at a high risk of injury.
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 the foundation appears to be in imminent danger of collapse or failure, then resident may be unable to fully utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If the foundation appears to be in imminent danger of collapse or failure, then resident will likely report this deficiency its presence may indicate a lack of corrective maintenance.
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 the foundation appears to be in imminent danger of collapse or failure, then this should be identified through routine maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If the foundation appears to be in imminent danger of collapse or failure, then this may result in a capital expenditure.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If the foundation appears to be in imminent danger of collapse or failure, then there is a structural failure.

**SUMMARY OF CHANGES**

**TITLE:** FOUNDATION  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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	Revised title; added inspectable locations (previously Deficiency 2)		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Added deficiency by inspectable location — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added “Missing or damaged foundation vent, if required” by inspectable location		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added to “Standard” determination; added standardized description		



Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 3</b>	<b>Separated by inspectable locations – Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations (previously Deficiency 3)		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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>Deficiency 4</b>	<b>Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations (previously Deficiency 1)		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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		
<b>Deficiency 5</b>	<b>Separated by inspectable locations – Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations (previously Deficiency 4)		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		

HCV – Correction Timeframe	Field added; response input as “Within 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
<b>Deficiency 6</b>	<b>Added by inspectable locations – Unit, Inside, and Outside</b>
	<b>VI.3</b>
	<b>2020-07-31</b>
Title	Added “Foundation appears to be in imminent danger of collapse or failure” by inspectable location
Deficiency Criteria	Added deficiency criteria
Health and Safety Determination	Added to “Life-Threatening” determination; added standardized description
Correction Timeframe	Field added; response input as “24 hours”
HCV – Correction Timeframe	Field added; response input as “24 hours”
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions
Inspection Process	Added observation, request for help, action, and more information
Tools or Equipment	Field added to deficiency

PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	'If the foundation appears to be in imminent danger of collapse or failure, then HUD could suffer reputational harm.
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INSPECTION PROCESS:

- OBSERVATION: - Look at structure for signs that it is structurally unsound or is in danger of collapsing.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Level

TITLE: [GARAGE DOOR](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: A large door on a garage that opens either manually or by an electric motor. Garage doors are frequently large enough to accommodate automobiles and other vehicles. Small garage doors may be constructed as a single panel that tilts up and back across the garage ceiling.

PURPOSE: Provide barrier to outside elements and provide contained storage of vehicle or personal property.

NAME VARIANTS: None

COMMON MATERIALS: Wood; Vinyl; Metal

COMMON COMPONENTS: Primary door; Track; Door balance; Springs; Motor; Safety stop; Hinges; Weather seal; Opening controls; Lighting

LOCATION:  Unit Attached or detached garage  
 Inside Attached or detached garage  
 Outside Attached or detached garage

MORE INFORMATION: Garage walls will be evaluated under the interior wall and exterior wall standards, respectively.

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DEFICIENCY 1: Garage door has holes

LOCATION:  Unit  Inside  Outside

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DEFICIENCY 2: Garage door does not open, close, or remain open or closed

LOCATION:  Unit  Inside  Outside

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DEFICIENCY I — UNIT: [GARAGE DOOR HAS HOLES](#)

DEFICIENCY CRITERIA: Garage door has a hole of any size that penetrates through to the interior.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If there is a hole in the garage door, then resident may be unable to control access to their personal property.
M1	Corrective Maintenance	Direct	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.	If there is a hole in the garage door, then it is likely the resident will report this defect and its presence may indicate complaint-based work orders are not being addressed.
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 there is a hole in the garage door, then it is likely to be observed during routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Visually inspect the garage door to identify any holes.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - For the purposes of this deficiency, holes may include missing (i.e. evidence of prior installation, but now not present or is incomplete) or broken panels or windows.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY I — INSIDE: [GARAGE DOOR HAS HOLES](#)

DEFICIENCY CRITERIA: Garage door has a hole of any size that penetrates through to the interior.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If there is a hole in the garage door, then resident may be unable to control access to their personal property.
M1	Corrective Maintenance	Direct	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.	If there is a hole in the garage door, then it is likely the resident will report this defect and its presence may indicate complaint-based work orders are not being addressed.
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 there is a hole in the garage door, then it is likely to be observed during routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Visually inspect the garage door to identify any holes

REQUEST FOR HELP: - None

ACTION: - None

More Information: - For the purposes of this deficiency, holes may include missing (i.e. evidence of prior installation, but now not present or is incomplete) or broken panels or windows.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY I — OUTSIDE: [GARAGE DOOR HAS HOLES](#)

DEFICIENCY CRITERIA: Garage door has a hole of any size that penetrates through to the interior.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If there is a hole in the garage door, then resident may be unable to control access to their personal property.
M1	Corrective Maintenance	Direct	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.	If there is a hole in the garage door, then it is likely the resident will report this defect and its presence may indicate complaint-based work orders are not being addressed.
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 there is a hole in the garage door, then it is likely to be observed during routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Visually inspect the garage door to identify any holes

REQUEST FOR HELP: - None

ACTION: - None

More Information: - For the purposes of this deficiency, holes may include missing (i.e. evidence of prior installation, but now not present or is incomplete) or broken panels or windows.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 2 — UNIT: GARAGE DOOR DOES NOT OPEN, CLOSE, OR REMAIN OPEN OR CLOSED

DEFICIENCY CRITERIA: Door will not open and remain open.

OR

Door will not close and remain closed.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If garage door does not close or remain open or closed, then resident may be exposed to associated hazards (e.g. door closing on them).
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If garage door does not close or remain closed, then resident may be unable to control access to their personal property.
M1	Corrective Maintenance	Direct	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.	If garage door does not open, close, or remain open or closed, then it is likely the resident will report this defect and its presence may indicate complaint-based work orders are not being addressed.
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 garage door does not open, close, or remain open or closed, then it is likely to be observed during routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look to see if garage door can be opened manually or electronically.

REQUEST FOR HELP: - None

ACTION: **Manual Door:**  
 - Open the door manually.  
 - Verify door remains open.  
 - Manually close the door.  
 - Verify door remains closed.



Electronic Door:

- Use remote, keypad, or switch to open the door electronically.
- Verify door remains open.
- Use remote, keypad, or switch to close the door.
- Verify nothing is in the path of the sensors.
- Verify door remains closed.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — INSIDE: [GARAGE DOOR DOES NOT OPEN, CLOSE, OR REMAIN OPEN OR CLOSED](#)

DEFICIENCY CRITERIA: Door will not open and remain open.

OR

Door will not close and remain closed.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If garage door does not close or remain open or closed, then resident may be exposed to associated hazards (e.g. door closing on them).
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If garage door does not close or remain closed, then resident may be unable to control access to their personal property.
M1	Corrective Maintenance	Direct	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.	If garage door does not open, close, or remain open or closed, then it is likely the resident will report this defect and its presence may indicate complaint-based work orders are not being addressed.
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 garage door does not open, close, or remain open or closed, then it is likely to be observed during routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look to see if garage door can be opened manually or electronically.

REQUEST FOR HELP: - None

ACTION: **Manual Door:**  
 - Open the door manually.  
 - Verify door remains open.  
 - Manually close the door.  
 - Verify door remains closed.

Electronic Door:

- Use remote, keypad, or switch to open the door electronically.
- Verify door remains open.
- Use remote, keypad, or switch to close the door.
- Verify nothing is in the path of the sensors.
- Verify door remains closed.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — OUTSIDE: [GARAGE DOOR DOES NOT OPEN, CLOSE, OR REMAIN OPEN OR CLOSED](#)

DEFICIENCY CRITERIA: Door will not open and remain open.

OR

Door will not close and remain closed.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If garage door does not close or remain open or closed, then resident may be exposed to associated hazards (e.g. door closing on them).
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If garage door does not close or remain closed, then resident may be unable to control access to their personal property.
M1	Corrective Maintenance	Direct	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.	If garage door does not open, close, or remain open or closed, then it is likely the resident will report this defect and its presence may indicate complaint-based work orders are not being addressed.
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 garage door does not open, close, or remain open or closed, then it is likely to be observed during routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look to see if garage door can be opened manually or electronically.

REQUEST FOR HELP: - None

ACTION: **Manual Door:**  
 - Open the door manually.  
 - Verify door remains open.  
 - Manually close the door.  
 - Verify door remains closed.

Electronic Door:

- Use remote, keypad, or switch to open the door electronically.
- Verify door remains open.
- Use remote, keypad, or switch to close the door.
- Verify nothing is in the path of the sensors.
- Verify door remains closed.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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**SUMMARY OF CHANGES**

**TITLE:** GARAGE DOOR  
**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
Title	Revised title	VI.3	2020-07-31
Definition	Revised definition	VI.3	2020-07-31
Purpose	Field added	VI.3	2020-07-31
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV— Correction Timeframe	Field added; response input as "Within 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		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-23</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-23</b>

**TITLE:** [GROUND FAULT CIRCUIT INTERRUPTER \(GFCI\) & ARC FAULT CIRCUIT INTERRUPTER \(AFCI\)](#)  
**VERSION:** VI.3  
**DATE PUBLISHED:** 7/31/20

**DEFINITION:** Electrical protection devices  
**PURPOSE:** Protect individuals from electrical shock due to ground faults and against fires caused by arc faults  
**NAME VARIANTS:** Receptacle; Circuit breaker  
**COMMON MATERIALS:** Metal; Plastic  
**COMMON COMPONENTS:** Receptable or outlet; Faceplate; Test and reset buttons; Circuit breaker  
**LOCATION:**  Unit Living room, bedroom, kitchen, bathroom, office, mechanical room, closet, hallway, any wall surface  
 Inside Living room, kitchen, bathroom, office, mechanical room, closet, hallway, any wall surface  
 Outside Exterior wall surface, service panels, or site  
**MORE INFORMATION:** None

**DEFICIENCY 1:** GFCI and AFCI test and reset buttons are inoperable  
**LOCATION:**  Unit  Inside  Outside

**DEFICIENCY 2:** GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing  
**LOCATION:**  Unit  Inside  Outside

**DEFICIENCY 3:** GFCI protection is not present where required  
**LOCATION:**  Unit  Inside  Outside



DEFICIENCY I — UNIT: GFCI AND AFCI TEST AND RESET BUTTONS ARE INOPERABLE

DEFICIENCY CRITERIA: Test and reset buttons are inoperable (i.e., overall system or component thereof not meeting function or purpose; with or without visible damage).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If test and reset buttons are inoperable, and an electrical fault is present, then resident could be exposed to electric shock.
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 test and reset buttons are inoperable, then resident may be unable to fully utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If test and reset buttons are inoperable, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 test and reset buttons are inoperable, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look for GFCI outlets or breakers and AFCI breakers.
- REQUEST FOR HELP: - Notify POA that these circuits are to be interrupted and can affect devices such as: computers, oxygen devices, and televisions, etc.
- ACTION: - Test the functionality by engaging the test and reset buttons.  
 - If the electrical run is protected, then use electrical testing device to trigger response at the outlet level.
- More Information: - Some outlets are wired in series and may have one GFCI/AFCI that provides protection to the entire series.

TOOLS OR EQUIPMENT:

REQUIRED: - Electrical testing equipment

USEFUL: - None

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DEFICIENCY I — INSIDE: [GFCI AND AFCI TEST AND RESET BUTTONS ARE INOPERABLE](#)

DEFICIENCY CRITERIA: Test and reset buttons are inoperable (i.e., overall system or component thereof not meeting function or purpose; with or without visible damage).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If test and reset buttons are inoperable, and an electrical fault is present, then resident could be exposed to electric shock.
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 test and reset buttons are inoperable, then resident may be unable to fully utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If test and reset buttons are inoperable, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 test and reset buttons are inoperable, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look for GFCI outlets or breakers and AFCI breakers.
- REQUEST FOR HELP: - Notify POA that these circuits are to be interrupted and can affect devices such as: computers, oxygen devices, and televisions, etc.
- ACTION: - Test the functionality by engaging the test and reset buttons.  
 - If the electrical run is protected, then use electrical testing device to trigger response at the outlet level.
- More Information: - Some outlets are wired in series and may have one GFCI/AFCI that provides protection to the entire series.

TOOLS OR EQUIPMENT:

REQUIRED: - Electrical testing equipment

USEFUL: - None

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DEFICIENCY I — OUTSIDE: [GFCI AND AFCI TEST AND RESET BUTTONS ARE INOPERABLE](#)

DEFICIENCY CRITERIA: Test and reset buttons are inoperable (i.e., overall system or component thereof not meeting function or purpose; with or without visible damage).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If test and reset buttons are inoperable, and an electrical fault is present, then resident could be exposed to electric shock.
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 test and reset buttons are inoperable, then resident may be unable to fully utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If test and reset buttons are inoperable, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 test and reset buttons are inoperable, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look for GFCI outlets or breakers and AFCI breakers.
- REQUEST FOR HELP: - Notify POA that these circuits are to be interrupted and can affect devices such as: computers, oxygen devices, and televisions, etc.
- ACTION: - Test the functionality by engaging the test and reset buttons.  
 - If the electrical run is protected, then use electrical testing device to trigger response at the outlet level.
- More Information: - Some outlets are wired in series and may have one GFCI/AFCI that provides protection to the entire series.

TOOLS OR EQUIPMENT:

REQUIRED: - Electrical testing equipment

USEFUL: - None

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DEFICIENCY 2 — UNIT: GFCI OR AFCI HAVE BROKEN, CRACKED, OR BURNED SURFACES, OR BUTTONS ARE MISSING

DEFICIENCY CRITERIA: Any broken, cracked, or burned GFCI/AFCI surfaces.

OR

Any missing reset or test buttons on GFCI/AFCI.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing, and the resident needs this access to operate a medical device, then their health may be jeopardized.
R2	Safety	Indirect	Resident could be injured because of this condition.	If GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing, and an electrical fault is present, then there may be an increased fire hazard risk.
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 GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing, then resident may be unable to fully 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.	If GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the GFCI/AFCI and identify any breaks, cracks, burns, or missing buttons.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If there is exposed electrical wiring, capture under the exposed electrical standard.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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**DEFICIENCY 2 — INSIDE:** [GFCI OR AFCI HAVE BROKEN, CRACKED, OR BURNED SURFACES, OR BUTTONS ARE MISSING](#)

**DEFICIENCY CRITERIA:** Any broken, cracked, or burned GFCI/AFCI surfaces.

OR

Any missing reset or test buttons on GFCI/AFCI.

**HEALTH AND SAFETY DETERMINATION:** Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

**CORRECTION TIMEFRAME:** 24 hours

**HCV — CORRECTION TIMEFRAME:** 24 hours

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing, and an electrical fault is present, then there may be an increased fire hazard risk.
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 GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing, then resident may be unable to fully 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.	If GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look at the GFCI/AFCI and identify any breaks, cracks, burns, or missing buttons.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - If there is exposed electrical wiring, capture under the exposed electrical standard.

**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 2 — OUTSIDE: [GFCI OR AFCI HAVE BROKEN, CRACKED, OR BURNED SURFACES, OR BUTTONS ARE MISSING](#)

DEFICIENCY CRITERIA: Any broken, cracked, or burned GFCI/AFCI surfaces.

OR

Any missing reset or test buttons on GFCI/AFCI.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing, and an electrical fault is present, then there may be an increased fire hazard risk.
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 GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing, then resident may be unable to fully 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.	If GFCI or AFCI have broken, cracked, or burned surfaces, or buttons are missing, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the GFCI/AFCI and identify any breaks, cracks, burns, or missing buttons.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - If there is exposed electrical wiring, capture under the exposed electrical standard.

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY 3 — UNIT: [GFCI PROTECTION IS NOT PRESENT WHERE REQUIRED](#)

DEFICIENCY CRITERIA: GFCI protection is not present for outlets within 6 feet of a water source.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If GFCI protection is not present where required, then resident could be exposed to electric shock.
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 GFCI protection is not present where required, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in areas with water sources (e.g., bathrooms, kitchens, laundry rooms, garages, basements) and ensure a GFCI protection is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Flashlight

USEFUL: - None

DEFICIENCY 3 — INSIDE: [GFCI PROTECTION IS NOT PRESENT WHERE REQUIRED](#)

DEFICIENCY CRITERIA: GFCI protection is not present for outlets within 6 feet of a water source.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If GFCI protection is not present where required, then resident could be exposed to electric shock.
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 GFCI protection is not present where required, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in areas with water sources (e.g., bathrooms, kitchens, laundry rooms, garages, basements) and ensure a GFCI protection is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Flashlight

USEFUL: - None

DEFICIENCY 3 — OUTSIDE: [GFCI PROTECTION IS NOT PRESENT WHERE REQUIRED](#)

DEFICIENCY CRITERIA: GFCI protection is not present for outlets within 6 feet of a water source.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If GFCI protection is not present where required, then resident could be exposed to electric shock.
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 GFCI protection is not present where required, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in areas with water sources and ensure a GFCI protection is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Flashlight

USEFUL: - None

TITLE: [GRAB BAR](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: Safety device designed to be grasped and enable a person to maintain balance.

PURPOSE: To assist a person when maneuvering or transferring their weight.

NAME VARIANTS: Handle; Safety handle; Slip handle; Railing; Shower railing; Handrail

COMMON MATERIALS: Metal; Plastic

COMMON COMPONENTS: Handle; Bar; Mounting hardware

LOCATION:  Unit Bathroom  
 Inside Bathroom  
 Outside None

MORE INFORMATION: For the purposes of this inspection, grab bar is the term used for handrails located in a bathroom. All other handrails must be inspected using the handrail standard.

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DEFICIENCY 1: Grab bar is not secure

LOCATION:  Unit  Inside

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DEFICIENCY I — UNIT: [GRAB BAR IS NOT SECURE](#)

DEFICIENCY CRITERIA: Any movement whatsoever is detected in the grab bar.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If grab bar is not secure, and resident grabs it for stability, then they may fall and be injured.
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 grab bar is not secure, then resident may be unable to use a fixture that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If grab bar is not secure, then resident will likely report the defect and its presence may indicate that complaint-based work orders are not being addressed.
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 grab bar is not secure, then it should be identified through routine maintenance activities and the defect's presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - None

REQUEST FOR HELP: - None

ACTION: - If present, grab the bar in the middle and apply moderate force back and forth.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY I — INSIDE [GRAB BAR IS NOT SECURE](#)

DEFICIENCY CRITERIA: Any movement whatsoever is detected in the grab bar.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If grab bar is not secure, and resident grabs it for stability, then they may fall and be injured.
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 grab bar is not secure, then resident may be unable to use a fixture that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If grab bar is not secure, then resident will likely report the defect and its presence may indicate that complaint-based work orders are not being addressed.
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 grab bar is not secure, then it should be identified through routine maintenance activities and the defect's presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - None

REQUEST FOR HELP: - None

ACTION: - If present, grab the bar in the middle and apply moderate force back and forth.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None



## SUMMARY OF CHANGES

TITLE: GRAB BAR  
 VERSION: V1.3  
 DATE PUBLISHED: 7/31/20

FIELD	CHANGE	VERSION	DATE
Overall Formatting	Complete rework of document format and layout	V1.3	2020-07-31
Definition	Revised definition	V1.3	2020-07-31
Purpose	Field added	V1.3	2020-07-31
Common Components	Revised common components	V1.3	2020-07-31
More Information	Field added	V1.3	2020-07-31
Deficiency I	Separated by inspectable locations — Unit and Inside	V1.3	2020-07-31
Title	Added inspectable locations		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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		

TITLE: [GRAFFITI](#)  
VERSION: VI.3  
DATE PUBLISHED: 7/31/20

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DEFINITION: Any unapproved or unauthorized text, images, or symbols that are penned, painted, sprayed, or scratched on any permanent surface or structure of the property.

PURPOSE: None

NAME VARIANTS: Art; Murals; Defacement; Tags; Wall writings

COMMON MATERIALS: Paint; Marker; Ink

COMMON COMPONENTS: None

LOCATION:  Unit None  
 Inside Hallways, stairwells, mechanical rooms, community rooms, offices, storage, entryway, walls, floors, ceilings, doors  
 Outside Decks, patios, detached buildings, walls, floors, fences, sidewalks, balconies, doors

MORE INFORMATION: Chalk markings are not included as “graffiti” for the purposes of this inspection. Not to include approved or authorized murals, needs to be some form of art that is “largely” identified as being a work of art

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DEFICIENCY 1: Graffiti is present

LOCATION:  Inside  Outside

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DEFICIENCY I — INSIDE: [GRAFFITI IS PRESENT](#)

DEFICIENCY CRITERIA: On one wall, graffiti is present and cumulatively equals 1 square foot or greater.

OR

Graffiti is determined to be obscene, vulgar, inappropriate, or offensive.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If graffiti is present, then resident's mental health and emotional wellbeing may be harmed.
M1	Corrective Maintenance	Direct	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.	If graffiti is present, then resident will likely report it and its presence may indicate that complaint-based work orders are not being addressed.
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 graffiti is present, then it should be identified through routine maintenance activities and the defect's presence may indicate that self-generated work orders are not being addressed.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If graffiti is present, then a visitor will likely see this, and it will influence their opinion of the property.

INSPECTION PROCESS:

- OBSERVATION: - None
- REQUEST FOR HELP: - Ask POA if graffiti is authorized.
- ACTION: - If present and unauthorized, measure each instance of graffiti.
- More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - Flashlight

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DEFICIENCY I — OUTSIDE: [GRAFFITI IS PRESENT](#)

DEFICIENCY CRITERIA: On one wall, graffiti is present and cumulatively equals 1 square foot or greater.

OR

Graffiti is determined to be obscene, vulgar, inappropriate, or offensive.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If graffiti is present, then resident's mental health and emotional wellbeing may be harmed.
M1	Corrective Maintenance	Direct	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.	If graffiti is present, then resident will likely report it and its presence may indicate that complaint-based work orders are not being addressed.
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 graffiti is present, then it should be identified through routine maintenance activities and the defect's presence may indicate that self-generated work orders are not being addressed.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If graffiti is present, then a visitor will likely see this, and it will influence their opinion of the property.

INSPECTION PROCESS:

OBSERVATION: - None

REQUEST FOR HELP: - Ask POA if graffiti is authorized.

ACTION: - If present and unauthorized, measure each instance of graffiti.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - Flashlight

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**SUMMARY OF CHANGES**

**TITLE:** GRAFFITI  
**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
Purpose	Field added	VI.3	2020-07-31
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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 I</b>	<b>Separated by inspectable locations – 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 “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>

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

**DEFINITION:** A protective railing that, for the purpose of this inspection, is at least 36 inches or greater in height.  
**PURPOSE:** Serve as a barrier to protect against danger along balconies, stairs, decks, rooftops, some hallways and retaining walls.  
**NAME VARIANTS:** Railing; Rail; Bannister; Balustrade  
**COMMON MATERIALS:** Metal; Wood; Plastic  
**COMMON COMPONENTS:** Railing; Post; Top rail; Mid rail; Vertical rail; Baluster; Anchors; Brackets  
**LOCATION:**  Unit Balconies, stairs, decks, hallways  
 Inside Balconies, stairs, decks, hallways  
 Outside None  
**MORE INFORMATION:** For the purpose of this inspection, a guardrail is required when there is an elevated walking surface with a drop off of 30 inches or greater measured vertically.

**DEFICIENCY 1:** Guardrail is missing where required  
**LOCATION:**  Unit  Inside

**DEFICIENCY 2:** Guardrail component(s) missing  
**LOCATION:**  Unit  Inside

**DEFICIENCY 3:** Guardrail is not secure  
**LOCATION:**  Unit  Inside

**DEFICIENCY 4:** Guardrail is not at least 36 inches in height  
**LOCATION:**  Unit  Inside



DEFICIENCY I — UNIT: [GUARDRAIL IS MISSING WHERE REQUIRED](#)

DEFICIENCY CRITERIA: The guardrail is missing (i.e., evidence of prior installation, but now not present or is incomplete) where required.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If a guardrail is missing, then this increases the probability of falls that may lead to injury.
M1	Corrective Maintenance	Direct	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.	If a guardrail is missing, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 a guardrail is missing, then it is reasonable to expect identification through routine daily observations and facilities management would prioritize work orders to fix this deficiency.

INSPECTION PROCESS:

OBSERVATION: - Look for the presence of a guardrail, specifically near an elevated walking surface where there is a drop off 30 inches or greater measured vertically.

REQUEST FOR HELP: - None

ACTION: - Measure the drop off distance if unsure if vertical distance is 30 inches or greater.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

DEFICIENCY I — INSIDE: [GUARDRAIL IS MISSING WHERE REQUIRED](#)

DEFICIENCY CRITERIA: The guardrail is missing (i.e., evidence of prior installation, but now not present or is incomplete) where required.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If a guardrail is missing, then this increases the probability of falls that may lead to injury.
M1	Corrective Maintenance	Direct	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.	If a guardrail is missing, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 a guardrail is missing, then it is reasonable to expect identification through routine daily observations and facilities management would prioritize work orders to fix this deficiency.

INSPECTION PROCESS:

OBSERVATION: - Look for the presence of a guardrail, specifically near an elevated walking surface where there is a drop off 30 inches or greater measured vertically.

REQUEST FOR HELP: - None

ACTION: - Measure the drop off distance if unsure if vertical distance is 30 inches or greater.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

DEFICIENCY 2 — UNIT: [GUARDRAIL COMPONENT\(S\) MISSING](#)

**DEFICIENCY CRITERIA:** Guardrail component(s) missing (i.e., evidence of prior installation, but now not present or is incomplete) resulting in a spherical gap of 4 inches in diameter or greater.

**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 a guardrail is missing components, then this increases the probability of falls that may lead to injury.
M1	Corrective Maintenance	Direct	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.	If a guardrail is missing components, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 a guardrail is missing components, then it is likely to be identified through daily maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at all elevated walking surfaces and identify any guardrails.
  - Inspect guardrails for missing components (e.g., balusters or anything creating an opening) that allow passage of a sphere of at least 4 inches in diameter.
- REQUEST FOR HELP:** - None
- ACTION:** - Measure the opening.
- More Information:** - This deficiency applies to missing components that create a gap in the barrier and does not apply to railings on older properties that were built with a wider baluster spacing under the current code at the time of construction.

**TOOLS OR EQUIPMENT:**

- REQUIRED:** - Distance measuring device
- USEFUL:** - None

DEFICIENCY 2 — INSIDE: [GUARDRAIL COMPONENT\(S\) MISSING](#)

**DEFICIENCY CRITERIA:** Guardrail component(s) missing (i.e., evidence of prior installation, but now not present or is incomplete) resulting in a spherical gap of 4 inches in diameter or greater.

**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 a guardrail is missing components, then this increases the probability of falls that may lead to injury.
M1	Corrective Maintenance	Direct	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.	If a guardrail is missing components, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 a guardrail is missing components, then it is likely to be identified through daily maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:**

- Look at all elevated walking surfaces and identify any guardrails.
- Inspect guardrails for missing components (e.g., balusters or anything creating an opening) that allow passage of a sphere of at least 4 inches in diameter.

**REQUEST FOR HELP:** - None

**ACTION:** - Measure the opening.

**More Information:** - This deficiency applies to missing components that create a gap in the barrier and does not apply to railings on older properties that were built with a wider baluster spacing under the current code at the time of construction.

**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

DEFICIENCY 3 — UNIT: [GUARDRAIL IS NOT SECURE](#)

DEFICIENCY CRITERIA: There is movement at the guard rail anchor points.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If guardrail is not secure, then this increases the probability of falls that may lead to injury.
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 guardrail is not secure, then resident may be unable to use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If guardrail is not secure, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 guardrail is not secure, then it is likely to be identified through daily maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe the guardrail.

REQUEST FOR HELP: - None

ACTION: - Grab the guardrail and apply moderate force to each section, pushing and pulling rapidly to ensure it is securely affixed.

More Information: - Top rails capable of withstanding 200 pounds of pressure from any direction.  
 - Mid rails capable of withstanding 150 pounds of pressure from any direction.



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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — INSIDE: [GUARDRAIL IS NOT SECURE](#)

DEFICIENCY CRITERIA: There is movement at the guard rail anchor points.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If guardrail is not secure, then this increases the probability of falls that may lead to injury.
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 guardrail is not secure, then resident may be unable to use a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If guardrail is not secure, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 guardrail is not secure, then it is likely to be identified through daily maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe the guardrail.

REQUEST FOR HELP: - None

ACTION: - Grab the guardrail and apply moderate force to each section, pushing and pulling rapidly to ensure it is securely affixed.

More Information: - Top rails capable of withstanding 200 pounds of pressure from any direction.  
 - Mid rails capable of withstanding 150 pounds of pressure from any direction.



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None



DEFICIENCY 4 — UNIT: [GUARDRAIL IS NOT AT LEAST 36 INCHES IN HEIGHT](#)

DEFICIENCY CRITERIA: Guardrail is not at least 36 inches in height.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If guardrail is not at least 36 inches in height, then this increases the probability of falls that may lead to injury.
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 guardrail is not at least 36 inches in height, then it is likely to be identified through daily maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe the guardrail.

REQUEST FOR HELP: - None

ACTION: - Measure height of the guardrail.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

DEFICIENCY 4 — INSIDE: [GUARDRAIL IS NOT AT LEAST 36 INCHES IN HEIGHT](#)

DEFICIENCY CRITERIA: Guardrail is not at least 36 inches in height.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If guardrail is not at least 36 inches in height, then this increases the probability of falls that may lead to injury.
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 guardrail is not at least 36 inches in height, then it is likely to be identified through daily maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe the guardrail.

REQUEST FOR HELP: - None

ACTION: - Measure height of the guardrail.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

## SUMMARY OF CHANGES

**TITLE:** GUARDRAIL  
**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
Name Variants	Revised name variants	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 and Inside</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 “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV – Correction Timeframe	Field added; response input as “24 hours”		
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		
<b>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised 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		
<b>Deficiency 3</b>	<b>Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 4</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-23</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-23</b>

TITLE: **HANDRAIL**

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: A rail fixed to posts or a wall for people to hold on to for support.

PURPOSE: A rail designed to be grasped by the hand to provide stability or support. Handrails are commonly used while ascending or descending stairways and escalators in order to prevent injurious falls.

NAME VARIANTS: Bannister; Railing

COMMON MATERIALS: Metal; Wood

COMMON COMPONENTS: Rail; Baluster; Brackets; Anchor

LOCATION:  Unit      Stairs, hallways, ramps  
 Inside      Stairs, hallways, ramps, elevators  
 Outside      Stairs, ramps, elevators

MORE INFORMATION: None

DEFICIENCY 1: Handrail missing where required  
LOCATION:  Unit       Inside       Outside

DEFICIENCY 2: Handrail is not secure  
LOCATION:  Unit       Inside       Outside

DEFICIENCY 3: Handrail is improperly installed  
LOCATION:  Unit       Inside       Outside

DEFICIENCY I — UNIT: [HANDRAIL MISSING WHERE REQUIRED](#)

**DEFICIENCY CRITERIA:** Where 4 or more risers are present, a handrail 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

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

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If a handrail is missing, then there is an increased probability of falls that may lead to injury.
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 handrail is missing, then resident is unable to use 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.	If handrail is missing, then it is likely to be observed during daily maintenance activities and this defect's presence may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:**

- Look for all areas with stairs or ramps, or along the walls in hallways where handrails may be present.
- Verify handrail present on at least one side of each continuous run of treads.

**REQUEST FOR HELP:** - None

**ACTION:**

- Ramp: Measure the length of the ramp.
- Ramp: Measure rise of the ramp.
- Stairs: Count the number of steps.

**More Information:**

- Stairs: A handrail is required if 4 or more risers are present.
- Ramp: When a ramp has a rise greater than 6 inches or a horizontal projection greater than 72 inches, then handrails must be present on both sides.

**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

DEFICIENCY I — INSIDE: [HANDRAIL MISSING WHERE REQUIRED](#)

**DEFICIENCY CRITERIA:** Where 4 or more risers are present, a handrail 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

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

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If a handrail is missing, then there is an increased probability of falls that may lead to injury.
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 handrail is missing, then resident is unable to use 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.	If handrail is missing, then it is likely to be observed during daily maintenance activities and this defect's presence may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:**

- Look for all areas with stairs or ramps, or along the walls in hallways where handrails may be present.
- Verify handrail present on at least one side of each continuous run of treads.

**REQUEST FOR HELP:** - None

**ACTION:**

- Ramp: Measure the length of the ramp.
- Ramp: Measure rise of the ramp.
- Stairs: Count the number of steps.

**More Information:**

- Stairs: A handrail is required if 4 or more risers are present.
- Ramp: When a ramp has a rise greater than 6 inches or a horizontal projection greater than 72 inches, then handrails must be present on both sides.

**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

DEFICIENCY I — OUTSIDE: [HANDRAIL MISSING WHERE REQUIRED](#)

**DEFICIENCY CRITERIA:** Where 4 or more risers are present, a handrail 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

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

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If a handrail is missing, then there is an increased probability of falls that may lead to injury.
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 handrail is missing, then resident is unable to use 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.	If handrail is missing, then it is likely to be observed during daily maintenance activities and this defect's presence may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:**

- Look for all areas with stairs or ramps, or along the walls in hallways where handrails may be present.
- Verify handrail present on at least one side of each continuous run of treads.

**REQUEST FOR HELP:** - None

**ACTION:**

- Ramp: Measure the length of the ramp.
- Ramp: Measure rise of the ramp.
- Stairs: Count the number of steps.

**More Information:**

- Stairs: A handrail is required if 4 or more risers are present.
- Ramp: When a ramp has a rise greater than 6 inches or a horizontal projection greater than 72 inches, then handrails must be present on both sides.

**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None



DEFICIENCY 2 — UNIT: [HANDRAIL IS NOT SECURE](#)

DEFICIENCY CRITERIA: There is movement in the anchors of the handrail.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If handrail is not secure, then there is an increased probability of falls that may lead to injury.
M1	Corrective Maintenance	Direct	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.	If handrail is not secure, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 handrail is not secure, then it is likely to be observed during daily maintenance activities and this defect's presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for movement of the handrail when tested.

REQUEST FOR HELP: - None

ACTION: - Grab the handrail and rapidly push and pull the with moderate force.  
 - Perform this action at both ends and the middle of the handrail.  
 - If there is no movement, disregard this deficiency.  
 - If there is movement, continue.  
 - Ensure handrails are firmly attached with no movement at anchor points.

More Information: - Handrail and top rail of the stair rail system must be able to withstand, without failure, at least 200 pounds of weight applied within 2 inches of the top edge in any downward or outward direction, at any point along the top edge.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — INSIDE: [HANDRAIL IS NOT SECURE](#)

DEFICIENCY CRITERIA: There is movement in the anchors of the handrail.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If handrail is not secure, then there is an increased probability of falls that may lead to injury.
M1	Corrective Maintenance	Direct	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.	If handrail is not secure, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 handrail is not secure, then it is likely to be observed during daily maintenance activities and this defect's presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for movement of the handrail when tested.

REQUEST FOR HELP: - None

ACTION: - Grab the handrail and rapidly push and pull the with moderate force.  
 - Perform this action at both ends and the middle of the handrail.  
 - If there is no movement, disregard this deficiency.  
 - If there is movement, continue.  
 - Ensure handrails are firmly attached with no movement at anchor points.

More Information: - Handrail and top rail of the stair rail system must be able to withstand, without failure, at least 200 pounds of weight applied within 2 inches of the top edge in any downward or outward direction, at any point along the top edge.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — OUTSIDE: [HANDRAIL IS NOT SECURE](#)

DEFICIENCY CRITERIA: There is movement in the anchors of the handrail.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If handrail is not secure, then there is an increased probability of falls that may lead to injury.
M1	Corrective Maintenance	Direct	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.	If handrail is not secure, then resident will likely report this defect and its presence may indicate that complaint-based work orders are not being addressed.
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 handrail is not secure, then it is likely to be observed during daily maintenance activities and this defect's presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for movement of the handrail when tested.

REQUEST FOR HELP: - None

ACTION: - Grab the handrail and rapidly push and pull the with moderate force.  
 - Perform this action at both ends and the middle of the handrail.  
 - If there is no movement, disregard this deficiency.  
 - If there is movement, continue.  
 - Ensure handrails are firmly attached with no movement at anchor points.

More Information: - Handrail and top rail of the stair rail system must be able to withstand, without failure, at least 200 pounds of weight applied within 2 inches of the top edge in any downward or outward direction, at any point along the top edge.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — UNIT: [HANDRAIL IS IMPROPERLY INSTALLED](#)

DEFICIENCY CRITERIA: Handrail is not between 30 inches and 42 inches in height.

OR

Handrail is less than 1¼ inches or greater than 2¼ inches.

OR

Handrail is not continuous from directly above the top riser to directly above the lowest riser.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If handrail is improperly installed, then there is an increased probability of falls that may lead to injury.

INSPECTION PROCESS:

OBSERVATION: - Look to ensure that handrail is continuous from directly above the top riser to directly above the lowest riser.

REQUEST FOR HELP: - None

ACTION: - Measure the height of the handrail.  
 - Measure the width of the handrail.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

DEFICIENCY 3 — INSIDE: [HANDRAIL IS IMPROPERLY INSTALLED](#)

DEFICIENCY CRITERIA: Handrail is not between 30 inches and 42 inches in height.

OR

Handrail is less than 1¼ inches or greater than 2¼ inches.

OR

Handrail is not continuous from directly above the top riser to directly above the lowest riser.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If handrail is improperly installed, then there is an increased probability of falls that may lead to injury.

INSPECTION PROCESS:

OBSERVATION: - Look to ensure that handrail is continuous from directly above the top riser to directly above the lowest riser

REQUEST FOR HELP: - None

ACTION: - Measure the height of the handrail.  
 - Measure the width of the handrail.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

DEFICIENCY 3 — OUTSIDE: [HANDRAIL IS IMPROPERLY INSTALLED](#)

DEFICIENCY CRITERIA: Handrail is not between 30 inches and 42 inches in height.

OR

Handrail is less than 1¼ inches or greater than 2¼ inches.

OR

Handrail is not continuous from directly above the top riser to directly above the lowest riser.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If handrail is improperly installed, then there is an increased probability of falls that may lead to injury.

INSPECTION PROCESS:

OBSERVATION: - Look to ensure that handrail is continuous from directly above the top riser to directly above the lowest riser

REQUEST FOR HELP: - None

ACTION: - Measure the height of the handrail.  
 - Measure the width of the handrail.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

## SUMMARY OF CHANGES

**TITLE:** HANDRAIL  
**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
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	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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		
<b>Deficiency 2</b>	<b>Separated by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 3</b>	<b>Added by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-23</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-23</b>
<b>Most Common Materials</b>	<b>Updated</b>	<b>VI-1</b>	<b>2019-11-26</b>
<b>Abilities or Knowledge Needed</b>	<b>Updated</b>	<b>VI-1</b>	<b>2019-11-26</b>
<b>How to Locate</b>	<b>Updated</b>	<b>VI-1</b>	<b>2019-11-26</b>
<b>Deficiency 1</b>	<b>Updated</b>	<b>VI-1</b>	<b>2019-11-26</b>
Rationale	Updated		
Inspection Process and Procedure	Updated		
Record Deficiency	Updated		
<b>Deficiency 2</b>	<b>Updated</b>	<b>VI-1</b>	<b>2019-11-26</b>
Rationale	Updated		
Inspection Process and Procedure	Updated		
Record Deficiency	Updated		



TITLE: HEATING, VENTILATION, AND AIR CONDITIONING (HVAC)  
 VERSION: VI.3  
 DATE PUBLISHED: 7/31/20

DEFINITION: Heating: A system consisting of a heat source and method of distribution designed to heat the surrounding air and area  
Ventilation: A method of air distribution by air ducts to transfer air from one location to another. Air can be distributed passively or forced  
Air Conditioning: A system consisting of a cooling source and method of distribution designed to cool the surrounding air and area

PURPOSE: Provide thermal comfort and acceptable indoor air quality

NAME VARIANTS: Air conditioner; A/C; Central air and heat; Chiller; Furnace; Window unit

COMMON MATERIALS: Metal; Plastic

COMMON COMPONENTS: Thermostat; Condenser; Furnace; Supply registers or vents; Ducts; Air handler; Radiant or convection heating covers; Boiler; Evaporative cooler; Thermocouple; Gas shutoff valve

LOCATION:  Unit Living room, bedroom, kitchen, bathroom, closet  
 Inside Any indoor common area (e.g., hall, bath, kitchen, office, exercise room, etc.)  
 Outside None

MORE INFORMATION: None

DEFICIENCY 1: Heat source is missing  
 LOCATION:  Unit

DEFICIENCY 2: Heating or air conditioning system or device is not operational  
 LOCATION:  Unit  Inside

DEFICIENCY 3: Heating system or device fueled by combustion has misaligned, disconnected, damaged, blocked, or missing exhaust vent  
 LOCATION:  Unit  Inside

DEFICIENCY I — UNIT: [HEAT SOURCE IS MISSING](#)

DEFICIENCY CRITERIA: No permanent (excluding portable) heating source is found within unit.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours - 24 hours correction timeframe: If outside temperature is below 50 degrees Fahrenheit and temperature inside unit is below 60 degrees Fahrenheit  
 - 30 day correction timeframe: If not the above scenario

HCV — CORRECTION TIMEFRAME: 24 hours - 24 hours correction timeframe: If outside temperature is below 50 degrees Fahrenheit and temperature inside unit is below 60 degrees Fahrenheit  
 - 30 day correction timeframe: If not the above scenario

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If heat source is missing, then resident may be exposed to dangerously cold temperatures.
R2	Safety	Direct	Resident could be injured because of this condition.	If heat source is missing, then there is an increased likelihood that tenant may try to provide heat via other unsafe means (e.g., space heaters, ovens, and open fires).
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 heat source is missing, then resident is unable to utilize an appliance of their home that is expected to be provide and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If heat source is missing, then it is likely the resident will report this, and the defect's presence may indicate that complaint-based work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If heat source is missing, then the cost to install a heating source will likely be significant enough to incur capital cost.

INSPECTION PROCESS:

OBSERVATION: - Verify a permanent heating source (e.g., a radiator, radiant baseboard, or access panel to a central air system) is provided and installed by the property.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — UNIT: HEATING OR AIR CONDITIONING SYSTEM OR DEVICE IS NOT OPERATIONAL

DEFICIENCY CRITERIA: System or device does not turn on.

OR

Heating system or device produces only cold or room temperature air.

OR

Cooling system or device produces only hot or room temperature air.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident’s mental, or physical, or psychological state.	If heating or air conditioning system or device is not operational, then resident may be exposed to dangerous temperatures.
R2	Safety	Direct	Resident could be injured because of this condition.	If heating or air conditioning system or device is not operational, then there is an increased likelihood that tenant may try to provide heat via other unsafe means (e.g., space heaters, ovens, and open fires).
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 heating or air conditioning system or device is not operational, then resident is unable to utilize an appliance of their home that is expected to be provide and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If heating or air conditioning system or device is not operational, then it is likely the resident will report this, and the defect’s presence may indicate that complaint-based work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If heating or air conditioning system or device is not operational, then the repair costs will likely be significant enough to incur capital cost.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look for heating or cooling system or device (e.g., a radiator, radiant baseboard, window unit, or access panel to a central air system) and determine if it is on.
  - Listen to hear if the system or device powers on following request to POA.
- REQUEST FOR HELP:**
- If present and not on, ask POA to turn the system or device on.
- ACTION:**
- Place hand near system or device's heating or cooling element (or air vent if window unit or accesses a central air system) to feel for heated or cooled air.
- More Information:**
- None

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 2 — INSIDE: [HEATING OR AIR CONDITIONING SYSTEM OR DEVICE IS NOT OPERATIONAL](#)

DEFICIENCY CRITERIA: System or device does not turn on.

OR

Heating system or device produces only cold or room temperature air.

OR

Cooling system or device produces only hot or room temperature air.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident’s mental, or physical, or psychological state.	If heating or air conditioning system or device is not operational, then resident may be exposed to dangerous temperatures.
R2	Safety	Direct	Resident could be injured because of this condition.	If heating or air conditioning system or device is not operational, then there is an increased likelihood that tenant may try to provide heat via other unsafe means (e.g., space heaters, ovens, and open fires).
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 heating or air conditioning system or device is not operational, then resident is unable to utilize an appliance of their home that is expected to be provide and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If heating or air conditioning system or device is not operational, then it is likely the resident will report this, and the defect’s presence may indicate that complaint-based work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If heating or air conditioning system or device is not operational, then the repair costs will likely be significant enough to incur capital cost.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look for heating or cooling system or device (e.g., a radiator, radiant baseboard, window unit, or access panel to a central air system) and determine if it is on.
  - Listen to hear if the system or device powers on following request to POA.
- REQUEST FOR HELP:**
- If present and not on, ask POA to turn the system or device on.
- ACTION:**
- Place hand near system or device's heating or cooling element (or air vent if window unit or accesses a central air system) to feel for heated or cooled air.
- More Information:**
- None

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**TOOLS OR EQUIPMENT:**

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

**DEFICIENCY 3 — UNIT:** [HEATING SYSTEM OR DEVICE FUELED BY COMBUSTION HAS MISALIGNED, DISCONNECTED, DAMAGED, BLOCKED, OR MISSING EXHAUST VENT](#)

**DEFICIENCY CRITERIA:** Exhaust vent is misaligned, blocked, disconnected, or improperly connected through to the ceiling or wall.

OR

Exhaust vent is damaged (i.e., visibly defective; impacts functionality).

OR

Exhaust vent is missing (i.e., evidence of prior installation, but now not present or is incomplete).

**HEALTH AND SAFETY DETERMINATION:** Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

**CORRECTION TIMEFRAME:** 24 hours

**HCV — CORRECTION TIMEFRAME:** 24 hours

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If heating system or device fueled by combustion has misaligned, disconnected, damaged, blocked, or missing exhaust vent, then resident may be exposed carbon monoxide leaks.
R2	Safety	Direct	Resident could be injured because of this condition.	If heating system or device fueled by combustion has misaligned, disconnected, damaged, blocked, or missing exhaust vent, then resident could be exposed to carbon monoxide.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If heating system or device fueled by combustion has misaligned, disconnected, damaged, blocked, or missing exhaust vent, and resident is responsible for utilities, then they may incur additional costs due to inefficient heating system.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If heating system or device fueled by combustion has misaligned, disconnected, damaged, blocked, or missing exhaust vent, then it should be identified during preventative maintenance activities and the defect's presence may indicate that self-generated work orders are not being addressed.
M5	Increased Monetary Impact to HUD	Direct	HUD would incur additional costs due to this condition.	If heating system or device fueled by combustion has misaligned, disconnected, damaged, blocked, or missing



exhaust vent, and the property is responsible for utilities, then they may incur additional costs due to inefficient heating systems.

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**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at system or device to confirm exhaust vent is:
    - Present;
    - Properly connected through to the ceiling or wall; and
    - Free of any holes or blockage due to bending, warping, collapse, or foreign material.
  - Check for exhaust vent cap.
  - Verify exhaust vent has no downward slope.
- REQUEST FOR HELP:**
- Ask the POA representative if the unit is heated by a fuel-fired device; if not, disregard this deficiency.
  - If so, continue these steps.
- ACTION:**
- None
- More Information:**
- None

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**TOOLS OR EQUIPMENT:**

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

**DEFICIENCY 3 — INSIDE:** [HEATING SYSTEM OR DEVICE FUELED BY COMBUSTION HAS MISALIGNED, DISCONNECTED, DAMAGED, BLOCKED, OR MISSING EXHAUST VENT](#)

**DEFICIENCY CRITERIA:** Exhaust vent is misaligned, blocked, disconnected, or improperly connected through to the ceiling or wall.

OR

Exhaust vent is damaged (i.e., visibly defective; impacts functionality).

OR

Exhaust vent is missing (i.e., evidence of prior installation, but now not present or is incomplete).

**HEALTH AND SAFETY DETERMINATION:** Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

**CORRECTION TIMEFRAME:** 24 hours

**HCV — CORRECTION TIMEFRAME:** 24 hours

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If heating system or device fueled by combustion has misaligned, disconnected, damaged, blocked, or missing exhaust vent, then resident may be exposed carbon monoxide leaks.
R2	Safety	Direct	Resident could be injured because of this condition.	If heating system or device fueled by combustion has misaligned, disconnected, damaged, blocked, or missing exhaust vent, then resident could be exposed to carbon monoxide.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If heating system or device fueled by combustion has misaligned, disconnected, damaged, blocked, or missing exhaust vent, then it should be identified during preventative maintenance activities and the defect's presence may indicate that self-generated work orders are not being addressed.
M5	Increased Monetary Impact to HUD	Direct	HUD would incur additional costs due to this condition.	If heating system or device fueled by combustion has misaligned, disconnected, damaged, blocked, or missing exhaust vent, and the property is responsible for utilities, then they may incur additional costs due to inefficient heating systems.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at system or device to confirm exhaust vent is:
    - Present;
    - Properly connected through to the ceiling or wall; and
    - Free of any holes or blockage due to bending, warping, collapse, or foreign material.
  - Check for exhaust vent cap.
  - Verify exhaust vent has no downward slope.
- REQUEST FOR HELP:**
- Ask the POA representative if the unit is heated by a fuel-fired device; if not, disregard this deficiency.
  - If so, continue these steps.
- ACTION:**
- None
- More Information:**
- None

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**TOOLS OR EQUIPMENT:**

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

## SUMMARY OF CHANGES

**TITLE:** HEATING, VENTILATION, AND AIR CONDITIONING (HVAC)  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Components	Revised common components	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable location – Unit</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”  Noted 24-hour correction timeframe if outside temperature is below 50 degrees Fahrenheit and temperature inside unit is below 60 degrees Fahrenheit.  Noted 30-day correction timeframe if not the above scenario If this scenario is not met.		
HCV – Correction Timeframe	Field added; response input as “24 hours”  Noted 24-hour correction timeframe if outside temperature is below 50 degrees Fahrenheit and temperature inside unit is below 60 degrees Fahrenheit.  Noted 30-day correction timeframe if not the above scenario If this scenario is not met.		
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 and Inside</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 "Life-Threatening" determination; added standardized description		
Correction Timeframe	Field added; response input as "24 hours"		
HCV – Correction Timeframe	Field added; response input as "24 hours"		
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 3</b>	<b>Separated by inspectable locations – Unit and Inside</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 "Life-Threatening" determination; added standardized description		
Correction Timeframe	Field added; response input as "24 hours"		
HCV – Correction Timeframe	Field added; response input as "24 hours"		
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 4</b>	<b>Removed deficiency</b>	<b>VI.3</b>	<b>2020-07-31</b>
<b>Deficiency 5</b>	<b>Removed deficiency</b>	<b>VI.3</b>	<b>2020-07-31</b>

TITLE: **INFESTATION**

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: The presence of potentially disease carrying animals or insects.

PURPOSE: None

NAME VARIANTS: None

COMMON MATERIALS: None

COMMON COMPONENTS: Insects: bees, wasps, termites, bedbugs, ants, spiders, cockroaches, fruit flies, flies, etc.  
 Mammals: rats, mice, nutria, possum, racoons, armadillos, bats, birds, squirrels, gophers, etc.  
 Reptiles: snakes, iguanas, etc.

LOCATION:  Unit Kitchen, cabinet, refrigerator, cooking appliance, bathroom, furniture, bed, carpet, drapes  
 Inside Kitchen, cabinet, refrigerator, cooking appliance, bathroom, furniture, carpet, drapes  
 Outside Near refuse enclosure or anywhere garbage is present, eaves of roofing

MORE INFORMATION: None

DEFICIENCY 1: Evidence of cockroaches

LOCATION:  Unit  Inside

DEFICIENCY 2: Evidence of bedbugs

LOCATION:  Unit  Inside

DEFICIENCY 3: Evidence of mice

LOCATION:  Unit  Inside

DEFICIENCY 4: Evidence of rats

LOCATION:  Unit  Inside  Outside

DEFICIENCY 5: Evidence of other pests

LOCATION:  Unit  Inside

DEFICIENCY I — UNIT: [EVIDENCE OF COCKROACHES](#)

DEFICIENCY CRITERIA: Evidence of cockroaches is found.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of cockroaches, then resident may be exposed to disease-causing pathogens and that may increase the risk of respiratory issues, including asthma.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of cockroaches, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of cockroaches, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is evidence of cockroaches, then it should be identified through routine maintenance activities and their presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in warm and dark areas of the property for evidence of cockroaches, such as dead or live roaches, shed skins, droppings (small black specks or smears), and egg cases (brown oblong cases: 5 - 9mm long).

REQUEST FOR HELP: - None

ACTION: Using an inspection mirror and flashlight, carefully examine each of the following:

- kitchen sink,
- kitchen cabinets,
- voids between and under appliances and cabinets,
- ceiling-wall junction,
- bathroom,
- tops of doors,

- circuit breaker panel,
- around outlets,
- switches,
- mechanical rooms, and
- water heaters.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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DEFICIENCY I — INSIDE: [EVIDENCE OF COCKROACHES](#)

DEFICIENCY CRITERIA: Evidence of cockroaches is found.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of cockroaches, then resident may be exposed to disease-causing pathogens and that may increase the risk of respiratory issues, including asthma.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of cockroaches, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of cockroaches, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is evidence of cockroaches, then it should be identified through routine maintenance activities and their presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in warm and dark areas of the property for evidence of cockroaches, such as dead or live roaches, shed skins, droppings (small black specks or smears), and egg cases (brown oblong cases: 5 - 9mm long).

REQUEST FOR HELP: - None

ACTION: Using an inspection mirror and flashlight, carefully examine each of the following:

- kitchen sink,
- kitchen cabinets,
- voids between and under appliances and cabinets,
- ceiling-wall junction,
- bathroom,
- tops of doors,

- circuit breaker panel,
- around outlets,
- switches,
- mechanical rooms, and
- water heaters.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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DEFICIENCY 2 — UNIT: [EVIDENCE OF BEDBUGS](#)

DEFICIENCY CRITERIA: Evidence of bedbugs is found.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of bedbugs, then resident may be subjected skin irritants.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of bedbugs, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of bedbugs, then resident will likely report this and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look near headboards, drapes, mattresses, couches, corner of walls, and near outlets for evidence of bedbugs (e.g. live or dead bedbugs, feces, eggs, or blood trails).
- REQUEST FOR HELP: - None
- ACTION: - Enter bedrooms in dwelling units and use a flashlight to search edges at the sides of the bed and along the headboard, baseboard, and wall nearest the bed, the corners of the wall and ceiling.
- More Information: - For the purpose of this inspection, do not remove a resident's bedding or personal items.

TOOLS OR EQUIPMENT:

- REQUIRED: - Flashlight; Inspection mirror
- USEFUL: - None

DEFICIENCY 2 — INSIDE: [EVIDENCE OF BEDBUGS](#)

DEFICIENCY CRITERIA: Evidence of bedbugs is found.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of bedbugs, then resident may be subjected skin irritants.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of bedbugs, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of bedbugs, then resident will likely report this and the presence of this defect may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look near drapes, couches, corner of walls, and near outlets for evidence of bedbugs (e.g. live or dead bedbugs, feces, eggs, or blood trails).
- REQUEST FOR HELP: - None
- ACTION: - Enter the common areas and use a flashlight to search baseboards, walls, the corners of the wall and ceiling.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - Flashlight; Inspection mirror
- USEFUL: - None

DEFICIENCY 3 — UNIT: [EVIDENCE OF MICE](#)

DEFICIENCY CRITERIA: Evidence of mice is found.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of mice, then resident may be exposed to numerous infectious diseases.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of mice, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of mice, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is evidence of mice, then it should be identified through routine maintenance activities and their presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in kitchen, trash area, behind and under refrigerators and stoves, and under sink and baseboard heater for evidence of mice, such as droppings (size of grain of rice- small and smooth with pointed ends), chewed holes, urine trails, and smell.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If there is a sticky pad or trap with a mouse on it, record deficiency.  
 - If there is an empty sticky pad or mouse trap without a mouse on it, do not record.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 3 — INSIDE: [EVIDENCE OF MICE](#)

DEFICIENCY CRITERIA: Evidence of mice is found.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of mice, then resident may be exposed to numerous infectious diseases.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of mice, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of mice, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is evidence of mice, then it should be identified through routine maintenance activities and their presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in kitchen, trash area, behind and under refrigerators and stoves, and under sink and baseboard heater for evidence of mice, such as droppings (size of grain of rice- small and smooth with pointed ends), chewed holes, urine trails, and smell.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If there is a sticky pad or trap with a mouse on it, record deficiency.  
 - If there is an empty sticky pad or mouse trap without a mouse on it, do not record.



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None



DEFICIENCY 4 — UNIT: [EVIDENCE OF RATS](#)

DEFICIENCY CRITERIA: Evidence of rats is found.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of rats, then resident may be exposed to numerous infectious diseases.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of rats, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of rats, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is evidence of rats, then it should be identified through routine maintenance activities and their presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: Look in all areas where trash and food is prevalent for:  
 - rat burrows,  
 - rat droppings (shiny, black and 1/2 - 3/4 of an inch long), or  
 - chewed holes in exterior door sweeps or at edges of outer doors (rat teeth are typically 1/8 inch long).

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If there is a sticky pad or trap with a rat on it, record deficiency.  
 - If there is an empty sticky pad or mouse trap without a rat on it, do not record.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

---

DEFICIENCY 4 — INSIDE: [EVIDENCE OF RATS](#)

DEFICIENCY CRITERIA: Evidence of rats is found.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of rats, then resident may be exposed to numerous infectious diseases.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of rats, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of rats, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is evidence of rats, then it should be identified through routine maintenance activities and their presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: Look in all areas where trash and food is prevalent for:  
 - rat burrows,  
 - rat droppings (shiny, black and 1/2 - 3/4 of an inch long), or  
 - chewed holes in exterior door sweeps or at edges of outer doors (rat teeth are typically 1/8 inch long).

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If there is a sticky pad or trap with a rat on it, record deficiency.  
 - If there is an empty sticky pad or mouse trap without a rat on it, do not record.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

---

DEFICIENCY 4 — OUTSIDE: [EVIDENCE OF RATS](#)

DEFICIENCY CRITERIA: Evidence of rats is found.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of rats, then resident may be exposed to numerous infectious diseases.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of rats, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of rats, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is evidence of rats, then it should be identified through routine maintenance activities and their presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: Look in all areas where trash and food is prevalent for:

- rat burrows,
- rat droppings (shiny, black and 1/2 - 3/4 of an inch long), or
- chewed holes in exterior door sweeps or at edges of outer doors (rat teeth are typically 1/8 inch long).

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If there is a sticky pad or trap with a rat on it, record deficiency.  
 - If there is an empty sticky pad or mouse trap without a rat on it, do not record.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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DEFICIENCY 5 — UNIT: [EVIDENCE OF OTHER PESTS](#)

**DEFICIENCY CRITERIA:** Evidence is present of other pest infestations, including but not limited to: trail of ants, wasps/beehives, squirrels, birds, and bats in an interior area.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of infestation, then resident may be exposed to numerous infectious diseases.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of infestation, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of infestation, then resident will likely report this and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is evidence of infestation, then it should be identified through routine maintenance activities and their presence may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look for evidence of other pests intruding an interior area.
  - Look for ant trails near food storage areas.
  - Look for wasp nests and beehives present in an interior area.
  - Look for evidence that squirrels, birds, or bats have penetrated the building covering and are nesting inside a building.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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DEFICIENCY 5 — INSIDE: [EVIDENCE OF OTHER PESTS](#)

**DEFICIENCY CRITERIA:** Evidence is present of other pest infestations, including but not limited to: trail of ants, wasps/beehives, squirrels, birds, and bats in an interior area.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If there is evidence of infestation, then resident may be exposed to numerous infectious diseases.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If there is evidence of infestation, then resident may be unable to maintain a sanitary environment.
M1	Corrective Maintenance	Direct	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.	If there is evidence of infestation, then resident will likely report this and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is evidence of infestation, then it should be identified through routine maintenance activities and their presence may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:**

- Look for evidence of other pests intruding an interior area.
- Look for ant trails near food storage areas.
- Look for wasp nests and beehives present in an interior area.
- Look for evidence that squirrels, birds, or bats have penetrated the building covering and are nesting inside a building.

**REQUEST FOR HELP:** - None

**ACTION:** - None

**More Information:** - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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## SUMMARY OF CHANGES

**TITLE:** INFESTATION  
**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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Revised 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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 3</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 4</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	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 5</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		
Tools or Equipment	Field added to deficiency; response revised		



## NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

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Rationales	Updated following in-house review and public comment	VI-2	2019-12-27
Health and Safety Determinations	Updated following in-house review and public comment	VI-2	2019-12-27
Copy editing	-----	VI-2	2019-12-27

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TITLE: [KITCHEN COUNTERTOP](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: Flat surface installations in kitchens.

PURPOSE: Generally used for food preparation and is made of nonporous surfaces designed to be cleaned.

NAME VARIANTS: Bar top; Island

COMMON MATERIALS: Plastic; Laminate; Granite; Wood; Ceramic tile; Marble; Composite material; Stone; Cement; Metal

COMMON COMPONENTS: Nonporous surface; Backsplash

LOCATION:  Unit Kitchen

Inside Kitchen

Outside None

MORE INFORMATION: None

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DEFICIENCY 1: Countertop is missing

LOCATION:  Unit  Inside

DEFICIENCY 2: Countertop is damaged

LOCATION:  Unit  Inside

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DEFICIENCY I — UNIT: COUNTERTOP IS MISSING

DEFICIENCY CRITERIA: Countertop is missing from kitchen or there is evidence of a missing countertop observed in a food preparation space.

OR

There is less than 30 inches of countertop space.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If countertop is missing, then the resident's ability to prepare food safely and in a sanitary manner is impacted.
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 countertop is missing, then resident is unable to use a feature of the home that is expected to be provided and maintained as part of their rent and may not be able to safely prepare foods.
M1	Corrective Maintenance	Direct	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.	If countertop is missing, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 countertop is missing, then it will likely be identified during daily maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in kitchen and food preparation space for the presence of a countertop.

REQUEST FOR HELP: - None

**ACTION:** - Measure countertop to ensure the minimum counter space is present.

**More Information:** - None

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

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DEFICIENCY I — INSIDE: [COUNTERTOP IS MISSING](#)

DEFICIENCY CRITERIA: Countertop is missing from kitchen or there is evidence of a missing countertop observed in a food preparation space.

OR

There is less than 30 inches of countertop space.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If countertop is missing, then the resident's ability to prepare food safely and in a sanitary manner is impacted.
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 countertop is missing, then resident is unable to use a feature of the home that is expected to be provided and maintained as part of their rent and may not be able to safely prepare foods.
M1	Corrective Maintenance	Direct	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.	If countertop is missing, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 countertop is missing, then it will likely be identified during daily maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in kitchen and food preparation space for the presence of a countertop.

REQUEST FOR HELP: - None

**ACTION:** - Measure countertop to ensure the minimum counter space is present.

**More Information:** - None

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

DEFICIENCY 2 — UNIT: COUNTERTOP IS DAMAGED

DEFICIENCY CRITERIA: Exposed substrate surface comprises at least 10% or more of the total kitchen countertop.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If countertop has exposed substrate, then the resident's ability to prepare food safely and in a sanitary manner is impacted.
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 countertop has exposed substrate, then resident is unable to use a feature of the home that is expected to be provided and maintained as part of their rent and may not be able to safely prepare foods.
M1	Corrective Maintenance	Direct	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.	If countertop has exposed substrate, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 countertop has exposed substrate, then it will likely be identified during daily maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at kitchen countertop for damaged areas, delamination, burns that would lead to exposed substrate.  
 - If damage is visible, determine cumulative percentage of damage in which the countertop's substrate is exposed.
- REQUEST FOR HELP: - None
- ACTION: - Measure the exposed substrate area.
- More Information: - Substrate is the material under the countertop's nonporous surface.

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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DEFICIENCY 2 — INSIDE: [COUNTERTOP IS DAMAGED](#)

DEFICIENCY CRITERIA: Exposed substrate surface comprises at least 10% or more of the total kitchen countertop.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If countertop has exposed substrate, then the resident's ability to prepare food safely and in a sanitary manner is impacted.
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 countertop has exposed substrate, then resident is unable to use a feature of the home that is expected to be provided and maintained as part of their rent and may not be able to safely prepare foods.
M1	Corrective Maintenance	Direct	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.	If countertop has exposed substrate, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 countertop has exposed substrate, then it will likely be identified during daily maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at kitchen countertop for damaged areas, delamination, burns that would lead to exposed substrate.  
 - If damage is visible, determine cumulative percentage of damage in which the countertop's substrate is exposed.
- REQUEST FOR HELP: - None
- ACTION: - Measure the exposed substrate area.
- More Information: - Substrate is the material under the countertop's nonporous surface.

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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## SUMMARY OF CHANGES

**TITLE:** KITCHEN COUNTERTOP  
**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 Materials	Revised common materials	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Previously deficiency 3 Separated by inspectable locations – Unit and Inside</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 “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Consolidated previous deficiency 1 and 2 Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

Rationale	Revised rationale 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>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-27</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-27</b>



TITLE: [KITCHEN VENTILATION](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

**DEFINITION:** A mechanical or electrical system that transports air via evacuation or ventilation from the kitchen to—most often—the outside. Often used due to the unwanted presence of smoke, moisture, and grease.

**PURPOSE:** Used to remove the unwanted presence of smoke, moisture, and grease.

**NAME VARIANTS:** Range hood; Kitchen exhaust fan; Through-wall fan

**COMMON MATERIALS:** Plastic; Metal

**COMMON COMPONENTS:** Switch Unit; Fan; Motor; Screen; Duct; Light; Extractor hood or canopy; Filtering system

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Primary kitchen, primary food preparation area
<input checked="" type="checkbox"/>	Inside	Primary kitchen, primary food preparation area
<input type="checkbox"/>	Outside	None

**MORE INFORMATION:** For the purposes of this inspection, “Kitchen Exhaust” does not include any kitchen ceiling fans, ductless recirculating range hoods, or microwave-based fans that only circulate air and offer no ventilation.

**DEFICIENCY 1:** Kitchen exhaust does not respond to control switch

**LOCATION:**  Unit  Inside

**DEFICIENCY 2:** Kitchen exhaust is obstructed from receiving airflow

**LOCATION:**  Unit  Inside

**DEFICIENCY 3:** Kitchen exhaust duct is improperly installed or missing

**LOCATION:**  Unit  Inside

DEFICIENCY I — UNIT: [KITCHEN EXHAUST DOES NOT RESPOND TO CONTROL SWITCH](#)

DEFICIENCY CRITERIA: Kitchen exhaust fan does not activate and there is not a functioning window in the kitchen.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If kitchen exhaust system does not activate, then it may not effectively remove smoke and other air contaminants that present health risks to resident.
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 kitchen exhaust system does not activate, then resident may be unable to fully utilize an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If kitchen exhaust system does not activate, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 kitchen exhaust system does not activate, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - None

REQUEST FOR HELP: - None

ACTION: - Turn the kitchen exhaust system on.  
 - Listen to hear fan activate.  
 - Turn kitchen exhaust system off.

More Information: - If kitchen has a working window, then the ventilation requirement is met and the exhaust fan does not have to operate.



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY I — INSIDE: [KITCHEN EXHAUST DOES NOT RESPOND TO CONTROL SWITCH](#)

DEFICIENCY CRITERIA: Kitchen exhaust fan does not activate and there is not a functioning window in the kitchen

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 there is a shared kitchen and it is the primary cooking source for the resident, then 30-day correction period applies.

HCV — CORRECTION TIMEFRAME: Within 30 days If there is a shared kitchen and it is the primary cooking source for the resident, then 30-day correction period applies.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If kitchen exhaust system does not activate, then it may not effectively remove smoke and other air contaminants that present health risks to resident.
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 kitchen exhaust system does not activate, then resident may be unable to fully utilize an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If kitchen exhaust system does not activate, then the resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 kitchen exhaust system does not activate, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - None

REQUEST FOR HELP: - None

ACTION: - Turn the kitchen exhaust system on.  
 - Listen to hear fan activate.  
 - Turn kitchen exhaust system off.

More Information: - If kitchen has a working window, then the ventilation requirement is met and the exhaust fan does not have to operate.



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — UNIT: KITCHEN EXHAUST IS OBSTRUCTED FROM RECEIVING AIRFLOW

DEFICIENCY CRITERIA: Kitchen exhaust fan is blocked and there is not a functioning window in the kitchen

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If exhaust fan is blocked, then it may not effectively remove smoke and other air contaminants that present health risks to resident.
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 exhaust fan is blocked, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look to see if exhaust fan is covered by a foreign object (e.g. plastic bag, paper plate, tape, or excessive cooking grease).

REQUEST FOR HELP: - None

ACTION: None

More Information: - None.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 2 — INSIDE: [KITCHEN EXHAUST IS OBSTRUCTED FROM RECEIVING AIRFLOW](#)

DEFICIENCY CRITERIA: Kitchen exhaust fan is blocked and there is not a functioning window in the kitchen

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 there is a shared kitchen and it is the primary cooking source for the resident, then 30-day correction period applies.

HCV — CORRECTION TIMEFRAME: Within 30 days If there is a shared kitchen and it is the primary cooking source for the resident, then 30-day correction period applies.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If exhaust fan is blocked, then it may not effectively remove smoke and other air contaminants that present health risks to resident.
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 exhaust fan is blocked, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look to see if exhaust fan is covered by a foreign object (e.g. plastic bag, paper plate, tape, or excessive cooking grease).

REQUEST FOR HELP: - None

ACTION: None

More Information: - None.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 3 — UNIT: [KITCHEN EXHAUST DUCT IS IMPROPERLY INSTALLED OR MISSING](#)

DEFICIENCY CRITERIA: Kitchen exhaust duct is not securely attached to the kitchen exhaust fan.

OR

Kitchen exhaust duct 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If kitchen exhaust duct is improperly installed or missing, then it may not effectively remove smoke and other air contaminants that present health risks to resident.
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 kitchen exhaust duct is improperly installed or missing, then resident may be unable to fully 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.	If kitchen exhaust duct is improperly installed or missing, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe that the kitchen exhaust is present, and the ductwork is attached to the fan.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If duct system has been abandoned in lieu of a recirculating vent system, then this deficiency is not applicable.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight



DEFICIENCY 3 — INSIDE: [KITCHEN EXHAUST DUCT IS IMPROPERLY INSTALLED OR MISSING](#)

DEFICIENCY CRITERIA: Kitchen exhaust duct is not securely attached to the kitchen exhaust fan.

OR

Kitchen exhaust duct 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If kitchen exhaust duct is improperly installed or missing, then it may not effectively remove smoke and other air contaminants that present health risks to resident.
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 kitchen exhaust duct is improperly installed or missing, then resident may be unable to fully 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.	If kitchen exhaust duct is improperly installed or missing, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe that the kitchen exhaust is present, and the ductwork is attached to the fan.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If duct system has been abandoned in lieu of a recirculating vent system, then this deficiency is not applicable.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

## SUMMARY OF CHANGES

**TITLE:** KITCHEN VENTILATION  
**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
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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days" For Inside location, added note regarding shared kitchen with primary cooking source		
HCV — Correction Timeframe	Field added; response input as "Within 30 days" For Inside location, added note regarding shared kitchen with primary cooking source		

Rationale	Revised rationale explanations; added standardized codes and descriptions		
Inspection Process	Revised observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 3</b>	<b>Added by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV— Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>

TITLE: [LEAD-BASED PAINT](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

**DEFINITION:** Paint or other surface coatings that contain lead equal to or exceeding 1.0 milligram per square centimeter or 0.5 percent by weight or 5,000 parts per million (ppm) by weight. A liquid intended for covering walls and other objects whose base is a highly toxic metal that can cause a range of health problems, especially in young children. When lead is absorbed into the body it can cause damage to the brain, other vital organs, the nervous system, and blood. Lead can also cause behavioral problems, learning disabilities, seizures, and in extreme cases, death.

**PURPOSE:** Lead was added to paint to accelerate drying, increase durability, maintain a fresh appearance, and resist moisture that causes corrosion.

**NAME VARIANTS:** Lead paint; LBP; Poison paint; Peeling, chipping, or chalking paint

**COMMON MATERIALS:** Paint; Plaster; Drywall; Wood; Metal; Exterior trim; Concrete; Any type of exterior siding; Brick; Stone; Stucco; Clay; Vinyl; Plastic; Any paintable surface

**COMMON COMPONENTS:** None

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Anywhere paint is present
<input checked="" type="checkbox"/>	Inside	Anywhere paint is present
<input checked="" type="checkbox"/>	Outside	Anywhere paint is present

**MORE INFORMATION:** Target properties determined based on the property profile and household profile.

Property Profile: housing constructed prior to 1978.

AND

Household Profile: child who is less than 6 years of age resides in, or is expected to reside in, such housing.

**DEFICIENCY 1:** Paint on a target property is peeling or deteriorated

**LOCATION:**  Unit  Inside  Outside

DEFICIENCY I — UNIT: [PAINT ON A TARGET PROPERTY IS PEELING OR DETERIORATED](#)

DEFICIENCY CRITERIA: Paint is deteriorating (i.e., peeling, chipping, chalking, cracking, or detached from the substrate).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If lead-based paint is present, then it may be absorbed into the resident's body and cause damage to the brain, other vital organs, the nervous system, and blood. Lead-based paint may also cause behavioral problems, learning disabilities, seizures, and in extreme cases, death.
R2	Safety	Direct	Resident could be injured because of this condition.	If lead-based paint is present, then it may be absorbed into the resident's body and cause damage to the brain, other vital organs, the nervous system, and blood. LBP may also cause behavioral problems, learning disabilities, seizures, and in extreme cases, death.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If lead-based paint is present, and the resident is exposed to it, then they may incur medical expenses related to treating resulting symptoms.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If lead-based paint is present, then significant cost may be incurred associated with abatement.
M5	Increased Monetary Impact to HUD	Indirect	HUD would incur additional costs due to this condition.	If lead-based paint is present, and a resident becomes ill as a result of exposure, then HUD may be financially liable.
PPI	Market Appeal	Indirect	If this defect occurs, HUD or the property would suffer reputational harm.	If lead-based paint is present, and it is deteriorating, then a visitor may see this and have a decreased perception of the property.

INSPECTION PROCESS:

- OBSERVATION: - Look at surface areas with paint (e.g., walls, ceilings, floors, and doors) and identify any deteriorated paint.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Nail holes and cracks are not considered deteriorating paint.

- If not a target property, then do not evaluate deteriorating paint under this deficiency.

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TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Inspection mirror
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-

DEFICIENCY I — INSIDE: [PAINT ON A TARGET PROPERTY IS PEELING OR DETERIORATED](#)

DEFICIENCY CRITERIA: Paint is deteriorating (i.e., peeling, chipping, chalking, cracking, or detached from the substrate).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If lead-based paint is present, then it may be absorbed into the resident's body and cause damage to the brain, other vital organs, the nervous system, and blood. Lead-based paint may also cause behavioral problems, learning disabilities, seizures, and in extreme cases, death.
R2	Safety	Direct	Resident could be injured because of this condition.	If lead-based paint is present, then it may be absorbed into the resident's body and cause damage to the brain, other vital organs, the nervous system, and blood. LBP may also cause behavioral problems, learning disabilities, seizures, and in extreme cases, death.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If lead-based paint is present, and the resident is exposed to it, then they may incur medical expenses related to treating resulting symptoms.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If lead-based paint is present, then significant cost may be incurred associated with abatement.
M5	Increased Monetary Impact to HUD	Indirect	HUD would incur additional costs due to this condition.	If lead-based paint is present, and a resident becomes ill as a result of exposure, then HUD may be financially liable.
PPI	Market Appeal	Indirect	If this defect occurs, HUD or the property would suffer reputational harm.	If lead-based paint is present, and it is deteriorating, then a visitor may see this and have a decreased perception of the property.

INSPECTION PROCESS:

- OBSERVATION: - Look at surface areas with paint (e.g., walls, ceilings, floors, and doors) and identify any deteriorated paint.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Nail holes and cracks are not considered deteriorating paint.

- If not a target property, then do not evaluate deteriorating paint under this deficiency.

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TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Inspection mirror
- 
-



DEFICIENCY I — OUTSIDE: [PAINT ON A TARGET PROPERTY IS PEELING OR DETERIORATED](#)

DEFICIENCY CRITERIA: Paint is deteriorating (i.e., peeling, chipping, chalking, cracking, or detached from the substrate).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If lead-based paint is present, then it may be absorbed into the resident's body and cause damage to the brain, other vital organs, the nervous system, and blood. Lead-based paint may also cause behavioral problems, learning disabilities, seizures, and in extreme cases, death.
R2	Safety	Direct	Resident could be injured because of this condition.	If lead-based paint is present, then it may be absorbed into the resident's body and cause damage to the brain, other vital organs, the nervous system, and blood. LBP may also cause behavioral problems, learning disabilities, seizures, and in extreme cases, death.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If lead-based paint is present, and the resident is exposed to it, then they may incur medical expenses related to treating resulting symptoms.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If lead-based paint is present, then significant cost may be incurred associated with abatement.
M5	Increased Monetary Impact to HUD	Indirect	HUD would incur additional costs due to this condition.	If lead-based paint is present, and a resident becomes ill as a result of exposure, then HUD may be financially liable.
PPI	Market Appeal	Indirect	If this defect occurs, HUD or the property would suffer reputational harm.	If lead-based paint is present, and it is deteriorating, then a visitor may see this and have a decreased perception of the property.

INSPECTION PROCESS:

- OBSERVATION: - Look at surface areas with paint (e.g., walls, ceilings, floors, and doors) and identify any deteriorated paint.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Nail holes and cracks are not considered deteriorating paint.

- If not a target property, then do not evaluate deteriorating paint under this deficiency.

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TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Inspection mirror
- 
-

## SUMMARY OF CHANGES

**TITLE:** LEAD-BASED PAINT  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Revised rationale codes, categories, types, and explanations; added standardized 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>Removed deficiency (captured under revised Deficiency 1)</b>	<b>VI.3</b>	<b>2020-07-31</b>

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

**DEFINITION:** Gas or Oil: A fuel or gas leak refers to an unintended leak of natural gas or another gaseous product from a pipeline or other containment into any area where the gas or fuel should not be present. Gas leaks can be hazardous to health and the environment

Sewage System: The leakage of wastewater out of a sanitary sewer system through broken or damaged pipes

Water: Leaks can be caused by damage; including a puncture, gash, rust or other corrosion hole, very tiny pinhole leak (possibly in imperfect welds), crack or microcrack, or inadequate sealing between components or parts joined together.

**PURPOSE:** None

**NAME VARIANTS:** Propane; Natural gas; Fuel oil; Septic system

**COMMON MATERIALS:** Cast iron; PVC; Steel; Clay pipe

**COMMON COMPONENTS:** Gas; Liquid; Leach field; Gas trap; Sewer backup valve; Sewer line; Pipe; Drain; Sewer clean out; Cap; Riser

**LOCATION:**  Unit Gas or Oil: Around fuel-fired appliances  
Sewage System: Floor drains, toilets, vents  
Water: Ceilings, floors, walls, toilets, sinks, dishwashers, washer and dryer, water heaters, central water supply lines, sewer lines, steam pipes, drainpipes, central gas line

Inside Gas or Oil: Around fuel-fired appliances  
Sewage System: Floor drains, toilets, vents  
Water: Ceilings, floors, walls, toilets, sinks, dishwashers, washer and dryer, water heaters, central water supply lines, sewer lines, steam pipes, drainpipes, central gas line

Outside Gas or Oil: Around fuel-fired appliances  
Sewage System: Lawn, sewer clean out  
Water: None

**MORE INFORMATION:** None

**DEFICIENCY I:** Natural gas, propane, or oil leak at the main

**LOCATION:**  Unit  Inside  Outside

DEFICIENCY 2: Natural gas, propane, or oil leak at the appliance  
LOCATION:  Unit  Inside  Outside

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DEFICIENCY 3: Blocked sewage system  
LOCATION:  Unit  Inside  Outside

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DEFICIENCY 4: Leak in sewage system  
LOCATION:  Unit  Inside  Outside

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DEFICIENCY 5: Cap is detached or missing  
LOCATION:  Outside

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DEFICIENCY 6: Cap or riser has penetrative hole or crack  
LOCATION:  Outside

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DEFICIENCY 7: Environmental water intrusion  
LOCATION:  Unit  Inside

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DEFICIENCY 8: Plumbing leaks  
LOCATION:  Unit  Inside

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DEFICIENCY I — UNIT: [NATURAL GAS, PROPANE, OR OIL LEAK AT THE MAIN](#)

DEFICIENCY CRITERIA: There is evidence of a gas, propane, or oil leak at the main

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If gas, propane, or oil leak, then resident may be exposed to harmful gases.
R2	Safety	Direct	Resident could be injured because of this condition.	If gas, propane, or oil leak, then resident may be exposed to harmful gases.
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 gas, propane, or oil leak, then resident may not be able to operate the affected appliances, which are assumed to be included in their rent.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If gas, propane, or oil leak, then resident's appliances may operate less efficiently.
M1	Corrective Maintenance	Direct	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.	The resident will likely report a gas, propane, or oil leak and the presence of such defect may indicate that maintenance is not responding to complaint-based work orders.

INSPECTION PROCESS:

OBSERVATION: - Look in basements around furnace and outside around heating oil storage tanks for drips, puddles, or any signs of a leak at filter, fuel-delivery line, valves, fittings, and the tank itself.

REQUEST FOR HELP: - None

ACTION: - Pay particular attention in units serviced by natural or propane gas for the smell of sulfur or rotten eggs (due to additives such as Mercaptan), a hissing or whistling sound near a gas line, or any other indication of a leaking gas line.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY I — INSIDE: [NATURAL GAS, PROPANE, OR OIL LEAK AT THE MAIN](#)

DEFICIENCY CRITERIA: There is evidence of a gas, propane, or oil leak at the main

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If gas, propane, or oil leak, then resident may be exposed to harmful gases.
R2	Safety	Direct	Resident could be injured because of this condition.	If gas, propane, or oil leak, then resident may be exposed to harmful gases.
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 gas, propane, or oil leak, then resident may not be able to operate the affected appliances, which are assumed to be included in their rent.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If gas, propane, or oil leak, then resident's appliances may operate less efficiently.
M1	Corrective Maintenance	Direct	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.	The resident will likely report a gas, propane, or oil leak and the presence of such defect may indicate that maintenance is not responding to complaint-based work orders.

INSPECTION PROCESS:

OBSERVATION: - Look in basements around furnace and outside around heating oil storage tanks for drips, puddles, or any signs of a leak at filter, fuel-delivery line, valves, fittings, and the tank itself.

REQUEST FOR HELP: - None

ACTION: - Pay particular attention in units serviced by natural or propane gas for the smell of sulfur or rotten eggs (due to additives such as Mercaptan), a hissing or whistling sound near a gas line, or any other indication of a leaking gas line.

More Information: - None



TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY I — OUTSIDE: [NATURAL GAS, PROPANE, OR OIL LEAK AT THE MAIN](#)

DEFICIENCY CRITERIA: There is evidence of a gas, propane, or oil leak at the main

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If gas, propane, or oil leak, then resident may be exposed to harmful gases.
R2	Safety	Direct	Resident could be injured because of this condition.	If gas, propane, or oil leak, then resident may be exposed to harmful gases.
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 gas, propane, or oil leak, then resident may not be able to operate the affected appliances, which are assumed to be included in their rent.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If gas, propane, or oil leak, then resident's appliances may operate less efficiently.
M1	Corrective Maintenance	Direct	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.	The resident will likely report a gas, propane, or oil leak and the presence of such defect may indicate that maintenance is not responding to complaint-based work orders.

INSPECTION PROCESS:

OBSERVATION: - Look in basements around furnace and outside around heating oil storage tanks for drips, puddles, or any signs of a leak at filter, fuel-delivery line, valves, fittings, and the tank itself.

REQUEST FOR HELP: - None

ACTION: - Pay particular attention in units serviced by natural or propane gas for the smell of sulfur or rotten eggs (due to additives such as Mercaptan), a hissing or whistling sound near a gas line, or any other indication of a leaking gas line.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 2 — UNIT: [NATURAL GAS, PROPANE, OR OIL LEAK AT THE APPLIANCE](#)

DEFICIENCY CRITERIA: There is evidence of a gas, propane, or oil leak at the appliance.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If gas, propane, or oil leak, then resident could be exposed to harmful gases.
R2	Safety	Direct	Resident could be injured because of this condition.	If gas, propane, or oil leak, then resident could be exposed to harmful gases.
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 gas, propane, or oil leak, then resident would not be able to operate the affected appliances.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If gas, propane, or oil leak, then resident's appliances may operate less efficiently.
M1	Corrective Maintenance	Direct	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.	The resident will likely report a gas, propane, or oil leak and the presence of such defect may indicate that maintenance is not responding to complaint-based work orders.

INSPECTION PROCESS:

OBSERVATION: - Look in basements around furnace and outside around heating oil storage tanks for drips, puddles, or any signs of a leak at filter, fuel-delivery line, valves, fittings, and the tank itself.

REQUEST FOR HELP: - None

ACTION: - Pay particular attention in units serviced by natural or propane gas for the smell of sulfur or rotten eggs (due to additives such as Mercaptan), a hissing or whistling sound near a gas line, or any other indication of a leaking gas line.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 2 — INSIDE: [NATURAL GAS, PROPANE, OR OIL LEAK AT THE APPLIANCE](#)

DEFICIENCY CRITERIA: There is evidence of a gas, propane, or oil leak at the appliance.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If gas, propane, or oil leak, then resident could be exposed to harmful gases.
R2	Safety	Direct	Resident could be injured because of this condition.	If gas, propane, or oil leak, then resident could be exposed to harmful gases.
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 gas, propane, or oil leak, then resident would not be able to operate the affected appliances.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If gas, propane, or oil leak, then resident's appliances may operate less efficiently.
M1	Corrective Maintenance	Direct	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.	The resident will likely report a gas, propane, or oil leak and the presence of such defect may indicate that maintenance is not responding to complaint-based work orders.

INSPECTION PROCESS:

OBSERVATION: - Look in basements around furnace and outside around heating oil storage tanks for drips, puddles, or any signs of a leak at filter, fuel-delivery line, valves, fittings, and the tank itself.

REQUEST FOR HELP: - None

ACTION: - Pay particular attention in units serviced by natural or propane gas for the smell of sulfur or rotten eggs (due to additives such as Mercaptan), a hissing or whistling sound near a gas line, or any other indication of a leaking gas line.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 2 — OUTSIDE: [NATURAL GAS, PROPANE, OR OIL LEAK AT THE APPLIANCE](#)

DEFICIENCY CRITERIA: There is evidence of a gas, propane, or oil leak at the appliance.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If gas, propane, or oil leak, then resident could be exposed to harmful gases.
R2	Safety	Direct	Resident could be injured because of this condition.	If gas, propane, or oil leak, then resident could be exposed to harmful gases.
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 gas, propane, or oil leak, then resident would not be able to operate the affected appliances.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If gas, propane, or oil leak, then resident's appliances may operate less efficiently.
M1	Corrective Maintenance	Direct	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.	The resident will likely report a gas, propane, or oil leak and the presence of such defect may indicate that maintenance is not responding to complaint-based work orders.

INSPECTION PROCESS:

OBSERVATION: - Look in basements around furnace and outside around heating oil storage tanks for drips, puddles, or any signs of a leak at filter, fuel-delivery line, valves, fittings, and the tank itself.

REQUEST FOR HELP: - None

ACTION: - Pay particular attention in units serviced by natural or propane gas for the smell of sulfur or rotten eggs (due to additives such as Mercaptan), a hissing or whistling sound near a gas line, or any other indication of a leaking gas line.

More Information: - None



TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 3 — UNIT: [BLOCKED SEWAGE SYSTEM](#)

DEFICIENCY CRITERIA: Wastewater is unable to drain resulting sewer backup.

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If sewer has a blockage, then resident may be exposed to raw sewage.
R2	Safety	Direct	Resident could be injured because of this condition.	If sewer has a blockage, then resident may be exposed to raw sewage.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sewer has a blockage, then resident may be exposed to raw sewage.
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 sewer has a blockage, then resident may not have access to the use of toilet or shower.
M1	Corrective Maintenance	Direct	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.	If sewer has a blockage, then resident will likely report this deficiency and the presence of the defect may indicate that complaint-based work orders are not being addressed.
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.	It is reasonable to expect this deficiency to be observed through routine maintenance and its presence may indicate that routine work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	Sewage system is part of preventative maintenance and the defect's presence may indicate that preventative maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If sewer has a blockage, then the repair may be costly depending on scope of the defect

M5	Increased Monetary Impact to HUD	Direct	HUD would incur additional costs due to this condition.	If sewer has a blockage, then the repair may be costly depending on scope of the defect
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**INSPECTION PROCESS:**

- OBSERVATION:**
- Observe a foul stench coming from drains.
  - Look for any slow draining bathtubs or laundry lines.
  - Look to see if the use of other fixtures associated with main line lead to water backup in places such as toilets or showers.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - None

**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 3 — INSIDE: [BLOCKED SEWAGE SYSTEM](#)

DEFICIENCY CRITERIA: Wastewater is unable to drain resulting sewer backup.

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If sewer has a blockage, then resident may be exposed to raw sewage.
R2	Safety	Direct	Resident could be injured because of this condition.	If sewer has a blockage, then resident may be exposed to raw sewage.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sewer has a blockage, then resident may be exposed to raw sewage.
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 sewer has a blockage, then resident may not have access to the use of toilet or shower.
M1	Corrective Maintenance	Direct	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.	If sewer has a blockage, then resident will likely report this deficiency and the presence of the defect may indicate that complaint-based work orders are not being addressed.
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.	It is reasonable to expect this deficiency to be observed through routine maintenance and its presence may indicate that routine work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	Sewage system is part of preventative maintenance and the defect's presence may indicate that preventative maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If sewer has a blockage, then the repair may be costly depending on scope of the defect

M5	Increased Monetary Impact to HUD	Direct	HUD would incur additional costs due to this condition.	If sewer has a blockage, then the repair may be costly depending on scope of the defect
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**INSPECTION PROCESS:**

- OBSERVATION:**
- Observe a foul stench coming from drains.
  - Look for any slow draining bathtubs or laundry lines.
  - Look to see if the use of other fixtures associated with main line lead to water backup in places such as toilets or showers.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - None

**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 3 — OUTSIDE: [BLOCKED SEWAGE SYSTEM](#)

DEFICIENCY CRITERIA: Wastewater is unable to drain resulting sewer backup.

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If sewer has a blockage, then resident may be exposed to raw sewage.
R2	Safety	Direct	Resident could be injured because of this condition.	If sewer has a blockage, then resident may be exposed to raw sewage.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sewer has a blockage, then resident may be exposed to raw sewage.
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 sewer has a blockage, then resident may not have access to the use of toilet or shower.
M1	Corrective Maintenance	Direct	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.	If sewer has a blockage, then resident will likely report this deficiency and the presence of the defect may indicate that complaint-based work orders are not being addressed.
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.	It is reasonable to expect this deficiency to be observed through routine maintenance and its presence may indicate that routine work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	Sewage system is part of preventative maintenance and the defect's presence may indicate that preventative maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If sewer has a blockage, then the repair may be costly depending on scope of the defect.

M5	Increased Monetary Impact to HUD	Direct	HUD would incur additional costs due to this condition.	If sewer has a blockage, then the repair may be costly depending on scope of the defect.
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**INSPECTION PROCESS:**

- OBSERVATION:**
- Observe a foul stench coming from drains.
  - Look for any slow draining bathtubs or laundry lines.
  - Look to see if the use of other fixtures associated with main line lead to water backup in places such as toilets or showers.
- REQUEST FOR HELP:** - None
- ACTION:** - None
- More Information:** - None

**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 4 — UNIT: [LEAK IN SEWAGE SYSTEM](#)

DEFICIENCY CRITERIA: There is evidence of a sewer line or fitting leaking.

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If sewer has a leak, then resident may be exposed to raw sewage.
R2	Safety	Direct	Resident could be injured because of this condition.	If sewer has a leak, then resident may be exposed to raw sewage.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sewer has a leak, then resident may be exposed to raw sewage.
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 sewer has a leak, then resident may not have access to the use of toilet or shower.
M1	Corrective Maintenance	Direct	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.	If sewer has a leak, then resident will likely report this deficiency and the presence of the defect may indicate that complaint-based work orders are not being addressed.
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.	It is reasonable to expect this deficiency to be observed through routine maintenance and its presence may indicate that routine work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	Sewage system is part of preventative maintenance and the defect's presence may indicate that preventative maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If sewer has a leak, then the repair may be costly depending on scope of the defect.



M5	Increased Monetary Impact to HUD	Direct	HUD would incur additional costs due to this condition.	If sewer has a leak, then the repair may be costly depending on scope of the defect.
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**INSPECTION PROCESS:**

- OBSERVATION:** - Look at the ceiling, floor, and walls for evidence of a leaking sewer line or fitting to include stains, puddles, visible effluent, a strong odor, and infestation.
- REQUEST FOR HELP:** - None
- ACTION:** - Ask POA for copy of approved sanitary system certificate.
- More Information:** - Private sanitary systems are typically certified or approved by a local authority such as a building or health department.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror
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DEFICIENCY 4 — INSIDE: [LEAK IN SEWAGE SYSTEM](#)

DEFICIENCY CRITERIA: There is evidence of a sewer line or fitting leaking.

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If sewer has a leak, then resident may be exposed to raw sewage.
R2	Safety	Direct	Resident could be injured because of this condition.	If sewer has a leak, then resident may be exposed to raw sewage.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sewer has a leak, then resident may be exposed to raw sewage.
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 sewer has a leak, then resident may not have access to the use of toilet or shower.
M1	Corrective Maintenance	Direct	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.	If sewer has a leak, then resident will likely report this deficiency and the presence of the defect may indicate that complaint-based work orders are not being addressed.
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.	It is reasonable to expect this deficiency to be observed through routine maintenance and its presence may indicate that routine work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	Sewage system is part of preventative maintenance and the defect's presence may indicate that preventative maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If sewer has a leak, then the repair may be costly depending on scope of the defect.

M5	Increased Monetary Impact to HUD	Direct	HUD would incur additional costs due to this condition.	If sewer has a leak, then the repair may be costly depending on scope of the defect.
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**INSPECTION PROCESS:**

- OBSERVATION:** - Look at the ceiling, floor, and walls for evidence of a leaking sewer line or fitting to include stains, puddles, visible effluent, a strong odor, and infestation.
- REQUEST FOR HELP:** - None
- ACTION:** - Ask POA for copy of approved sanitary system certificate.
- More Information:** - Private sanitary systems are typically certified or approved by a local authority such as a building or health department.

**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - Flashlight; Inspection mirror

DEFICIENCY 4 — OUTSIDE: [LEAK IN SEWAGE SYSTEM](#)

DEFICIENCY CRITERIA: There is evidence of a sewer line or fitting leaking.

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If sewer has a leak, then resident may be exposed to raw sewage.
R2	Safety	Direct	Resident could be injured because of this condition.	If sewer has a leak, then resident may be exposed to raw sewage.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sewer has a leak, then resident may be exposed to raw sewage.
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 sewer has a leak, then resident may not have access to the use of toilet or shower.
M1	Corrective Maintenance	Direct	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.	If sewer has a leak, then resident will likely report this deficiency and the presence of the defect may indicate that complaint-based work orders are not being addressed.
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.	It is reasonable to expect this deficiency to be observed through routine maintenance and its presence may indicate that routine work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	Sewage system is part of preventative maintenance and the defect's presence may indicate that preventative maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If sewer has a leak, then the repair may be costly depending on scope of the defect.

M5	Increased Monetary Impact to HUD	Direct	HUD would incur additional costs due to this condition.	If sewer has a leak, then the repair may be costly depending on scope of the defect.
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**INSPECTION PROCESS:**

- OBSERVATION:       - Look at the ceiling, floor, and walls for evidence of a leaking sewer line or fitting to include stains, puddles, visible effluent, a strong odor, and infestation.
- REQUEST FOR HELP:   - None
- ACTION:             - Ask POA for copy of approved sanitary system certificate.
- More Information:   - Private sanitary systems are typically certified or approved by a local authority such as a building or health department.

**TOOLS OR EQUIPMENT:**

- REQUIRED:           - None
- USEFUL:             - Flashlight; Inspection mirror

DEFICIENCY 5 — OUTSIDE: [CAP IS DETACHED OR MISSING](#)

DEFICIENCY CRITERIA: Cap to the cleanout is detached or is missing.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If cap to the cleanout is detached or missing, then resident may be exposed to raw sewage.
R2	Safety	Direct	Resident could be injured because of this condition.	If cap to the cleanout is detached or missing, then resident may be exposed to raw sewage.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If cap to the cleanout is detached or missing, then resident may be exposed to raw sewage.
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 cap to the cleanout is detached or missing, then resident may not be able to fully utilize the toilet or shower which is expected to be 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.	It is reasonable to expect this deficiency to be observed through routine maintenance and its presence may indicate that routine work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Look at each cleanout and identify where the cleanout cap should be located
  - Look to ensure that the cap is present and is securely attached to the cleanout.
  - Look on the ground along the outside of the building for PVC or metal piping that has a cleanout cap.
  - Locate the cleanout and caps by observing the vertical piping (stack) at the lowest level of the building.
  - Look between the main drain and the buildings sewer or septic system.

REQUEST FOR HELP: - None

ACTION: - Gently touch or tap the cap to make sure that it is securely attached.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 6 — OUTSIDE: CAP OR RISER HAS PENETRATIVE HOLE OR CRACK

DEFICIENCY CRITERIA: There is a hole or crack penetrating through a cleanout cap or riser.

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If the cap or riser has penetrative hole or crack, then sewer gases may enter into the conditioned area or space and impact resident's air quality.
R2	Safety	Direct	Resident could be injured because of this condition.	If the cap or riser has a penetrative hole or crack, then resident may be exposed to raw sewage.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If the cap or riser has penetrative hole or crack, then this could allow sewage to openly flow from sewer if there is a backup (could also back up into the unit).
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.	It is reasonable to expect that this deficiency will be detected during routine maintenance activities.

INSPECTION PROCESS:

- OBSERVATION: - Look at each cleanout and thoroughly examine the riser and the cap.  
 - Look for any holes or cracks in the riser or cap that would allow for contaminated air or sewage to seep out.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Note this item is located on the ground and is often hit and cracked by lawnmowers, so inspect carefully.  
 - An intentionally drilled hole into the cap for easier access to the cleanout is considered a defect.

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight; Inspection mirror



DEFICIENCY 7 — UNIT: [ENVIRONMENTAL WATER INTRUSION](#)

DEFICIENCY CRITERIA: Unintended water intrusion is present.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If environmental water intrusion is present, then resident may be subjected to mold and mildew or unstable surfaces.
R2	Safety	Direct	Resident could be injured because of this condition.	If environmental water intrusion is present, then resident may be subjected to mold and mildew or unstable surfaces resulting in poor air quality.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If environmental water intrusion is present, then resident may be exposed to an unsanitary environment.
M1	Corrective Maintenance	Direct	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.	If environmental water intrusion is present, then it is reasonable to expect this deficiency will be reported and may indicate that maintenance is not addressing complaint-based work orders.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	Roof maintenance, gutter cleaning, and exterior caulking should be included in preventative maintenance plan.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	Deficiency could be costly depending on the time the intrusion was present.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	Water intrusion can damage structural components.

INSPECTION PROCESS:

- OBSERVATION:
- Look for any leaking or discoloration.
  - Look for swelling window sills or moisture around the interior of windows or doors.
  - Look for deteriorating components on ceiling or walls.

- Examine the interior for cracks, failing window glazing and anywhere else that water could intrude.

REQUEST FOR HELP: - None

- ACTION:
- Listen for any water drips.
  - Smell for moldy or musty scents.
  - If you do smell something moldy or musty, follow the scent to its source.
  - If leak is not active, ask resident or POA if leaking has occurred.

More Information: - Water intrusion is the unwelcome presence of water leaking into the interior. It is usually caused by rain water. Typically, water intrusion is a result of structural damage, poor installation of building materials, degrading materials, or defective building materials.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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DEFICIENCY 7 — INSIDE: [ENVIRONMENTAL WATER INTRUSION](#)

DEFICIENCY CRITERIA: Unintended water intrusion is present.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If environmental water intrusion is present, then resident may be subjected to mold and mildew or unstable surfaces.
R2	Safety	Direct	Resident could be injured because of this condition.	If environmental water intrusion is present, then resident may be subjected to mold and mildew or unstable surfaces resulting in poor air quality.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If environmental water intrusion is present, then resident may be exposed to an unsanitary environment.
M1	Corrective Maintenance	Direct	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.	If environmental water intrusion is present, then it is reasonable to expect this deficiency will be reported and may indicate that maintenance is not addressing complaint-based work orders.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	Roof maintenance, gutter cleaning, and exterior caulking should be included in preventative maintenance plan.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	Deficiency could be costly depending on the time the intrusion was present.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	Water intrusion can damage structural components.

INSPECTION PROCESS:

- OBSERVATION:
- Look for any leaking or discoloration.
  - Look for swelling window sills or moisture around the interior of windows or doors.
  - Look for deteriorating components on ceiling or walls.

- Examine the interior for cracks, failing window glazing and anywhere else that water could intrude.

REQUEST FOR HELP: - None

- ACTION:
- Listen for any water drips.
  - Smell for moldy or musty scents.
  - If you do smell something moldy or musty, follow the scent to its source.
  - If leak is not active, ask resident or POA if leaking has occurred.

More Information: - Water intrusion is the unwelcome presence of water leaking into the interior. It is usually caused by rain water. Typically, water intrusion is a result of structural damage, poor installation of building materials, degrading materials, or defective building materials.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

---

DEFICIENCY 8 — UNIT: [PLUMBING LEAKS](#)

DEFICIENCY CRITERIA: Failure of a plumbing system that allows for water intrusion in unintended areas.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If there is a plumbing leak, then resident may be subjected to mold and mildew or unstable surfaces.
R2	Safety	Indirect	Resident could be injured because of this condition.	If plumbing leak is present, then resident may be subjected to mold and mildew or unstable surfaces resulting in poor air quality.
R3	Sanitary	Indirect	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If plumbing leak is present, then resident may be exposed to an unsanitary environment.
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 there is a plumbing leak, then the resident may be unable to utilize a fixture or appliance that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	If there is a plumbing leak, then it is reasonable to expect this deficiency will be reported and may indicate that maintenance is not addressing complaint-based work orders.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If there is a plumbing leak, and the resulting water intrusion has been present for a long period of time, then the potential for damage is increased resulting in costly repairs.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If plumbing leak is present, then structural components may be damaged.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look for mold or mildew, peeling paint or wallpaper, wall that is warped or stained for no apparent reason, a buckled, cracked or water-stained floor or ceiling.
  - Inspect all visible plumbing connections including gas traps, supply lines, and direct connections to fixture.
- REQUEST FOR HELP:**
- None
- ACTION:**
- Listen for any water drips.
  - Smell for moldy or musty scents.
  - If you do smell something moldy or musty, follow the scent to its source.
  - If leak is not active, ask resident or POA if leaking has occurred.
- More Information:**
- Mold thrives in moist, dark areas, which are typically hidden behind walls or under flooring.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- None
- USEFUL:**
- Flashlight; Inspection mirror
-

DEFICIENCY 8 — INSIDE: [PLUMBING LEAKS](#)

DEFICIENCY CRITERIA: Failure of a plumbing system that allows for water intrusion in unintended areas.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If there is a plumbing leak, then resident may be subjected to mold and mildew or unstable surfaces.
R2	Safety	Indirect	Resident could be injured because of this condition.	If plumbing leak is present, then resident may be subjected to mold and mildew or unstable surfaces resulting in poor air quality.
R3	Sanitary	Indirect	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If plumbing leak is present, then resident may be exposed to an unsanitary environment.
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 there is a plumbing leak, then the resident may be unable to utilize a fixture or appliance that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	If there is a plumbing leak, then it is reasonable to expect this deficiency will be reported and may indicate that maintenance is not addressing complaint-based work orders.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If there is a plumbing leak, and the resulting water intrusion has been present for a long period of time, then the potential for damage is increased resulting in costly repairs.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If plumbing leak is present, then structural components may be damaged.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look for mold or mildew, peeling paint or wallpaper, wall that is warped or stained for no apparent reason, a buckled, cracked or water-stained floor or ceiling.
  - Inspect all visible plumbing connections including gas traps, supply lines, and direct connections to fixture.
- REQUEST FOR HELP:**
- None
- ACTION:**
- Listen for any water drips.
  - Smell for moldy or musty scents.
  - If you do smell something moldy or musty, follow the scent to its source.
  - If leak is not active, ask resident or POA if leaking has occurred.
- More Information:**
- Mold thrives in moist, dark areas, which are typically hidden behind walls or under flooring.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- None
- USEFUL:**
- Flashlight; Inspection mirror
-



**SUMMARY OF CHANGES**

**TITLE:** LEAK  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV — Correction Timeframe	Field added; response input as “24 hours”		
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	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		

Correction Timeframe	Field added; response input as "24 hours"		
HCV – Correction Timeframe	Field added; response input as "24 hours"		
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 3</b>	<b>Separated by inspectable locations – Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised 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>Deficiency 4</b>	<b>Added by inspectable locations – Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added 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	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 5</b>	<b>Added by inspectable locations – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		

Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 6</b>	<b>Added by inspectable locations – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added 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	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 7</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 8</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		

Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Copy edits</b>	<b>----</b>	<b>VI-2</b>	<b>2019-12-26</b>

TITLE: [LIGHT FIXTURE - INTERIOR](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: Device that contains an electrical lamp within a room, hallway, or interior space (area lighting).

PURPOSE: Serves as a path for electricity to power a light bulb and provide illumination.

NAME VARIANTS: Track Lighting; LED; Incandescent lighting; Fluorescent

COMMON MATERIALS: Plastic; Copper; Aluminum; Brass; Glass; Stainless steel

COMMON COMPONENTS: Fixture casting; Ballast; Wires; Starter socket; Tube socket; Switch; Ballast attachment screw

LOCATION:  Unit Interior hallways, walls, ceilings, and stairwells  
 Inside Interior hallways, walls, ceilings, and stairwells  
 Outside None

MORE INFORMATION: None

DEFICIENCY 1: Interior light fixture will not illuminate when energized or is not operational

LOCATION:  Unit  Inside

DEFICIENCY 2: Interior light fixture is not securely attached or anchored

LOCATION:  Unit  Inside

DEFICIENCY 3: Interior light fixture is missing in kitchen or bathroom

LOCATION:  Unit  Inside

DEFICIENCY I — UNIT: INTERIOR LIGHT FIXTURE WILL NOT ILLUMINATE WHEN ENERGIZED OR IS NOT OPERATIONAL

DEFICIENCY CRITERIA: A permanent lighting fixture is missing or not functioning, and there is no other permanent, functioning, switched light source in the room.

OR

Any floor or area lacks illumination.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If light fixture fails to illuminate when energized, then this may increase the resident's injury risk as a result of tripping or falling due to lack of illumination.
R2	Safety	Direct	Resident could be injured because of this condition.	If light fixture fails to illuminate when energized, then this may increase the resident's injury risk as a result of tripping or falling due to lack of illumination.
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 light fixture fails to illuminate when energized, then resident may be unable to fully utilize a fixture 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.	If light fixture fails to illuminate when energized, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Identify mechanism to operate light fixture.  
 - After activated, look at the light fixture and determine if it is illuminated.
- REQUEST FOR HELP: - None
- ACTION: - Activate mechanism used to operate light fixture.

More Information: - POA may attempt to change the light bulb if fixture does not illuminate.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY I — INSIDE: [INTERIOR LIGHT FIXTURE WILL NOT ILLUMINATE WHEN ENERGIZED OR IS NOT OPERATIONAL](#)

DEFICIENCY CRITERIA: A permanent lighting fixture is missing or not functioning, and there is no other permanent, functioning, switched light source in the room.

OR

Any floor or area lacks illumination.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If light fixture fails to illuminate when energized, then this may increase the resident's injury risk as a result of tripping or falling due to lack of illumination.
R2	Safety	Direct	Resident could be injured because of this condition.	If light fixture fails to illuminate when energized, then this may increase the resident's injury risk as a result of tripping or falling due to lack of illumination.
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 light fixture fails to illuminate when energized, then resident may be unable to fully utilize a fixture 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.	If light fixture fails to illuminate when energized, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Identify mechanism to operate light fixture.  
 - After activated, look at the light fixture and determine if it is illuminated.
- REQUEST FOR HELP: - None
- ACTION: - Activate mechanism used to operate light fixture.



More Information: - POA may attempt to change the light bulb if fixture does not illuminate.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — UNIT: INTERIOR LIGHT FIXTURE IS NOT SECURELY ATTACHED OR ANCHORED

DEFICIENCY CRITERIA: Light fixture is observed to be falling or not securely attached to a surface.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If not securely attached, then the resident may be injured by a falling lighting fixture.
M1	Corrective Maintenance	Direct	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.	If light fixture is not securely attached, then resident will likely report this issue and its presence may indicate that complaint-based work orders are not being addressed.
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 light fixture is not securely attached, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at light fixture and determine if it is securely attached to the mounting bracket.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — INSIDE: [INTERIOR LIGHT FIXTURE IS NOT SECURELY ATTACHED OR ANCHORED](#)

DEFICIENCY CRITERIA: Light fixture is observed to be falling or not securely attached to a surface.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If not securely attached, then the resident may be injured by a falling lighting fixture.
M1	Corrective Maintenance	Direct	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.	If light fixture is not securely attached, then resident will likely report this issue and its presence may indicate that complaint-based work orders are not being addressed.
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 light fixture is not securely attached, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at light fixture and determine if it is securely attached to the mounting bracket.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — UNIT: [INTERIOR LIGHT FIXTURE IS MISSING IN KITCHEN OR BATHROOM](#)

DEFICIENCY CRITERIA: A permanently mounted fixture is not present in the kitchen or bathroom.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If a permanently mounted light fixture is not present in the kitchen or bathroom, then it creates risk of injury to resident as result of tripping or falling due to lack of illumination.
M1	Corrective Maintenance	Direct	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.	If a permanently mounted light fixture is not present in the kitchen or bathroom, then resident will likely report this issue and its presence may indicate that complaint-based work orders are not being addressed.
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 a permanently mounted light fixture is not present in the kitchen or bathroom, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Identify a permanently mounted light fixture in the kitchen and bathroom.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — INSIDE: [INTERIOR LIGHT FIXTURE IS MISSING IN KITCHEN OR BATHROOM](#)

DEFICIENCY CRITERIA: A permanently mounted fixture is not present in the kitchen or bathroom.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If a permanently mounted light fixture is not present in the kitchen or bathroom, then it creates risk of injury to resident as result of tripping or falling due to lack of illumination.
M1	Corrective Maintenance	Direct	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.	If a permanently mounted light fixture is not present in the kitchen or bathroom, then resident will likely report this issue and its presence may indicate that complaint-based work orders are not being addressed.
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 a permanently mounted light fixture is not present in the kitchen or bathroom, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Identify a permanently mounted light fixture in the kitchen and bathroom.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

**SUMMARY OF CHANGES**

**TITLE:** LIGHT FIXTURE — INTERIOR  
**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
Name Variants	Revised name variants	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>Removed previous deficiency 1 Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV— Correction Timeframe	Field added; response input as “Within 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		
<b>Deficiency 2</b>	<b>Previous deficiency 3 Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		

HCV – Correction Timeframe	Field added; response input as “Within 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		
<b>Deficiency 3</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 4</b>	<b>Removed deficiency</b>	<b>VI.3</b>	<b>2020-07-31</b>

TITLE: [AUXILIARY LIGHTING](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: Lighting that is essential to safety in the event of primary power supply failure.

PURPOSE: Assist people egress a building in the event of an emergency.

NAME VARIANTS: Emergency lighting; Backup lighting

COMMON MATERIALS: Brass; Vinyl; Plastic; Metal; Copper; Aluminum; Glass

COMMON COMPONENTS: Rechargeable battery backup; Light bulb; Circuits; Lamps; Test button; Housing assembly

LOCATION:  Unit      None

Inside      Common areas along the exit path of the building

Outside      None

MORE INFORMATION: Exit signs, exposed wiring, and cut hazards are related standards

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DEFICIENCY 1: Auxiliary lighting fails to illuminate when tested

LOCATION:  Inside

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DEFICIENCY 2: Auxiliary lighting is damaged or missing

LOCATION:  Inside

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DEFICIENCY I — INSIDE: [AUXILIARY LIGHTING FAILS TO ILLUMINATE WHEN TESTED](#)

DEFICIENCY CRITERIA: After pressing the test button, the auxiliary light does not illuminate.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If auxiliary lighting does not illuminate, and there is an emergency, then resident may be unable to safely exit the building due to inability to see the egress.
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 auxiliary lighting does not illuminate, then the resident is unable to utilize a supplemental safety feature that is expected to be 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.	If auxiliary lighting does not illuminate, then it is likely to be detected during daily maintenance observations and may indicate that that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look to ensure that the device responds to the test and illuminates.

REQUEST FOR HELP: - Ask POA for location of backup battery, if applicable.

ACTION: - Press and hold test button for 5 seconds.  
 - Verify emergency light illuminates for the entire 5 seconds.  
 - Verify all light sources illuminate during test.

More Information: - Some backup batteries may be located remotely.  
 - Combination auxiliary light and exit sign devices must be recorded as two individual deficiencies, each within its respective inspectable item.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Small pole or rod to reach test button on auxiliary light

DEFICIENCY 2 — INSIDE: [AUXILIARY LIGHTING IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Auxiliary lighting is damaged (i.e., visibly defective; impacts functionality).

OR

Auxiliary lighting 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If auxiliary lighting is damaged or missing, and there is an emergency, then resident may be unable to safely exit the building due to inability to see the egress.
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 auxiliary lighting does not illuminate, then the resident is unable to utilize a supplemental safety feature that is expected to be 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.	If auxiliary lighting is damaged or missing, then it is likely to be detected during daily maintenance observations and may indicate that that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: Look at the auxiliary light to:

- Identify if the glass or placard is damaged or missing;
- Determine if the mounting bracket is damaged;
- Determine if it is hanging loose from its mount (not securely affixed); and
- Identify any evidence indicating a light was installed, but is missing at the time of inspection (e.g., bracket is present and lighting has been removed).

REQUEST FOR HELP: - None

ACTION: - None

- More Information:
- This deficiency applies to physical damage only; an auxiliary light that will not illuminate is recorded under "Auxiliary lighting fails to illuminate when tested."
  - Combination auxiliary light and exit sign devices must be recorded as two individual deficiencies, each within its respective standard.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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## SUMMARY OF CHANGES

**TITLE:** LIGHTING — AUXILIARY  
**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
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable locations — Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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		
<b>Deficiency 2</b>	<b>Separated by inspectable locations — Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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		

Rationales	Updated following in-house review and public comment	VI-2	2019-12-26
Health and Safety Determinations	Updated following in-house review and public comment	VI-2	2019-12-26
Definition	Updated	VI-1	2019-11-26
Name Variants	Updated	VI-1	2019-11-26
Most Common Materials	Updated	VI-1	2019-11-26
Most Common Components	Updated	VI-1	2019-11-26
Abilities or Knowledge Needed	Updated	VI-1	2019-11-26
Common Locations	Updated	VI-1	2019-11-26
How to Locate	Updated	VI-1	2019-11-26
Deficiency 1	Updated	VI-1	2019-11-26
Title	Updated		
Rationale	Updated		
How to Inspect	Updated		
Inspection Process and Procedure	Updated		
Record Deficiency	Updated		
Deficiency 2	Added	VI-1	2019-11-26

TITLE: [LIGHTING — EXTERIOR](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: The fixed artificial lighting to illuminate the areas, such as entry ways, parking lots, exterior stairwells, walkway lighting (site), pole lighting, wall packs, and canopy lights.

PURPOSE: Provide illumination of the building exterior and surrounding grounds in order to provide safe travel and enhanced security.

NAME VARIANTS: Motion-sensor light; Security light; Spotlight; Street light; Flood light; Landscape lighting

COMMON MATERIALS: Plastic; Copper; Aluminum; Brass; Glass; Stainless steel; Steel; Cast iron; Galvanized

COMMON COMPONENTS: Fixture casing; Ballast; Wires; Starter socket; Tube socket; Tube receptacle; Ballast attachment screw; Light posts; Globes

LOCATION:  Unit      None  
 Inside      None  
 Outside      Exterior building walls, exterior stairwells, exterior pathways, porches, entry ways, parking lots

MORE INFORMATION: This standard applies to properties with exterior lighting currently installed, or there is evidence of previous installation.

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DEFICIENCY 1: Exterior light fixture is not present or functioning at building's entrance

LOCATION:  Outside

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DEFICIENCY 2: Exterior light fixture is not secure

LOCATION:  Outside

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DEFICIENCY I — OUTSIDE: [EXTERIOR LIGHT FIXTURE IS NOT PRESENT OR FUNCTIONING AT BUILDING'S ENTRANCE](#)

**DEFICIENCY CRITERIA:** Exterior light fixture at the entrance to the dwelling fails to continuously illuminate when turned on or photocell and timed lighting or damaged in such a way as to indicate inoperability.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If exterior light fixture will not properly illuminate, and there is an emergency, then resident may not be able to safely navigate egress.
R4	Security	Indirect	Resident cannot control access to unit or property because of this condition.	If exterior light fixture will not properly illuminate, and there is a threat, then resident may be unable to detect unwanted threats or intrusions.
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 exterior light fixture will not properly illuminate, then resident may be unable to fully utilize a fixture that is expected to be included and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If exterior light fixture will not properly illuminate, then it is likely the resident will report this defect and its presence may indicate that corrective maintenance activities are not being addressed.
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 exterior light fixture will not properly illuminate, then it is likely to be detected through daily observations and may indicate that that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:** - Look at the exterior fixtures at the entrance to the dwelling and determine if they are continuously illuminated.

**REQUEST FOR HELP:** - Ask the POA to turn on exterior lighting at the entrance of the dwelling.  
 - Ask the POA to identify any exterior lights that are operated by photocells or timers.

- ACTION:**
- If photocell or timer operated exterior lights are present, check for damage (i.e. visible defect; impacts functionality) that indicates inoperability.
  - If motion sensor light, make motion to activate.

**More Information:** - None

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - None

**USEFUL:** - None

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DEFICIENCY 2 — OUTSIDE: [EXTERIOR LIGHT FIXTURE IS NOT SECURE](#)

DEFICIENCY CRITERIA: Fixture is not secure to designed attachment point or the attachment point is not stable.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If exterior lighting is not secure, then it may pose an injury hazard to the resident.
M1	Corrective Maintenance	Direct	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.	If exterior lighting is not secure, then it is likely that resident will report this defect and its presence may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the exterior light fixtures and determine if they are securely attached to a surface or, if on a pole, the pole is not stable.

REQUEST FOR HELP: - None

ACTION: - If lighting does not appear stable, then apply pressure to fixture to determine stability.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

## SUMMARY OF CHANGES

**TITLE:** LIGHTING — EXTERIOR  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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
Deficiency 1	Consolidated previous deficiencies 1, 3, and 4 Separated by inspectable location — Outside	VI.3	2020-07-31
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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		
Deficiency 2	Separated by inspectable locations — Outside	VI.3	2020-07-31
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		

Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>

TITLE: [LITTER](#)  
VERSION: VI.3  
DATE PUBLISHED: 7/31/20

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DEFINITION: Waste discarded or disposed of in a location not that is not designated for waste.  
PURPOSE: None  
NAME VARIANTS: Garbage; Trash; Refuse; Debris; Rubbish  
COMMON MATERIALS: Paper; Metal; Plastics; Organic; Wood; Foam; Cardboard; Rubber; Large furniture; Appliances  
COMMON COMPONENTS: Paper; Metal; Plastics; Organic; Wood; Foam; Cardboard; Rubber; Large furniture; Appliances  
LOCATION:  Unit      None  
 Inside      Floors, near trash chutes  
 Outside      Ground, near trash receptacles (e.g., public trash cans and dumpsters)  
MORE INFORMATION: None

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DEFICIENCY 1: Litter is accumulated in an undesignated area  
LOCATION:  Inside       Outside

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DEFICIENCY I — INSIDE: [LITTER IS ACCUMULATED IN AN UNDESIGNATED AREA](#)

DEFICIENCY CRITERIA: 10 or more small items of litter (e.g., food wrappers, pieces of food, newspapers) are present within a 10-foot by 10-foot area not designated for garbage.

OR

Any number of large items (e.g., furniture or appliances) have been clearly discarded in an area not designated for garbage.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If litter has accumulated, then it may lead to infestation which may negatively impact the resident's health.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If litter has accumulated, then the resident may be exposed to unsanitary conditions.
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 litter has accumulated, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
PPI	Market Appeal	Indirect	If this defect occurs, HUD or the property would suffer reputational harm.	If litter has accumulated, and it is visible to a visitor, then the property may suffer reputational harm.

INSPECTION PROCESS:

- OBSERVATION: - Look for garbage or litter in undesignated area.  
 - Identify small items of litter in undesignated area.  
 - Identify any number of large items clearly discarded in undesignated area.
- REQUEST FOR HELP: - None
- ACTION: - Measure a 10 ft. x 10 ft. area around the densest accumulation of litter.

- Count the number of items of litter within the measured area.
- Do not count beyond 10 items of litter.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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DEFICIENCY I — OUTSIDE: [LITTER IS ACCUMULATED IN AN UNDESIGNATED AREA](#)

DEFICIENCY CRITERIA: 10 or more small items of litter (e.g., food wrappers, pieces of food, newspapers) are present within a 10-foot by 10-foot area not designated for garbage.

OR

Any number of large items (e.g., furniture or appliances) have been clearly discarded in an area not designated for garbage.

HEALTH AND SAFETY DETERMINATION: N/A — C&A      N/A — Condition and appearance  
 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
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 litter has accumulated, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
PPI	Market Appeal	Indirect	If this defect occurs, HUD or the property would suffer reputational harm.	If litter has accumulated, and it is visible to the public, then the property may suffer reputational harm.

INSPECTION PROCESS:

- OBSERVATION: - Look for garbage or litter in undesignated area.  
 - Identify small items of litter in undesignated area.  
 - Identify any number of large items clearly discarded in undesignated area.
- REQUEST FOR HELP: - None
- ACTION: - Measure a 10 ft. x 10 ft. area around the densest accumulation of litter.  
 - Count the number of items of litter within the measured area.  
 - Do not count beyond 10 items of litter.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - Distance measuring device
- USEFUL: - None

## SUMMARY OF CHANGES

TITLE: LITTER  
 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
Purpose	Field added	VI.3	2020-07-31
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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
Deficiency I	Separated by inspectable locations – Inside and Outside	VI.3	2020-07-31
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Inside: Revised to “Standard” determination; added standardized description Outside: Revised to “N/A – C&A” determination; added standardized description		
Correction Timeframe	Inside: response input as “Within 30 days” Outside: response input as “N/A”; to be remedied according to maintenance plan		
HCV – Correction Timeframe	Inside: response input as “Within 30 days” Outside: response input as “N/A”; to be remedied according to 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		
Rationales	Updated following in-house review and public comment	VI-2	2019-12-26
Health and Safety Determinations	Updated following in-house review and public comment	VI-2	2019-12-26



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

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DEFINITION: Fungal growth that consists of organisms often linked to dampness and moisture and whose presence is known to cause respiratory issues.

PURPOSE: Air quality is impacted by the presence of mold or mildew.

NAME VARIANTS: Mildew; Fungus

COMMON MATERIALS: None

COMMON COMPONENTS: None

LOCATION:  Unit Areas where there could be potential water intrusion or captive moisture: walls, floors, ceilings, bathrooms, kitchens, bedrooms, closets, basements, laundry rooms, any other area that wood, drywall, and moisture are present

Inside Areas where there could be potential water intrusion or captive moisture: Walls, floors, ceilings, bathrooms, kitchens, mechanical rooms, basements, laundry rooms, any other area that wood, drywall, and moisture are present

Outside None

MORE INFORMATION: None

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DEFICIENCY 1: Presence of mold or mildew is observed visually or through smell

LOCATION:  Unit  Inside

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DEFICIENCY I — UNIT: [PRESENCE OF MOLD OR MILDEW IS OBSERVED VISUALLY OR THROUGH SMELL](#)

DEFICIENCY CRITERIA: Any mold detected visually or through smell.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If mold is present, then resident's health may be impacted (e.g., air quality).
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If mold is present, then resident may incur additional medical costs due to treatment of related medical conditions.
M1	Corrective Maintenance	Direct	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.	If mold is present, then resident will likely report, and its presence may indicate complaint-based work orders are not being addressed.
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 mold is present, then it will likely be identified through daily maintenance activities, and its presence may indicate self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If mold is present, then significant costs may be incurred related to remediation activities.
M5	Increased Monetary Impact to HUD	Indirect	HUD would incur additional costs due to this condition.	If mold is present, and a resident becomes ill as a result of exposure, then HUD may be financially liable.

INSPECTION PROCESS:

- OBSERVATION: - Look for the presence of mold. Mold will grow in places with a lot of moisture, such as around leaks in roofs, windows, or pipes, or where there has been flooding.  
 - Identify any musty, earthy, damp, or tangy, odors.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - For the purpose of this inspection, do not include water stains and leaks.  
 - Mold grows well on paper products, cardboard, ceiling tiles, and wood products.

- Mold can also grow in dust, paints, wallpaper, insulation, drywall, carpet, fabric, and upholstery.
- Mold can have a white, gray, yellowish, brown or black color.
- Mold's texture can be fuzzy or slimy and has irregularly shaped blemishes.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror; Distance measuring device

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DEFICIENCY I — INSIDE: [PRESENCE OF MOLD OR MILDEW IS OBSERVED VISUALLY OR THROUGH SMELL](#)

DEFICIENCY CRITERIA: Any mold detected visually or through smell.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If mold is present, then resident's health may be impacted (e.g., air quality).
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If mold is present, then resident may incur additional medical costs due to treatment of related medical conditions.
M1	Corrective Maintenance	Direct	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.	If mold is present, then resident will likely report, and its presence may indicate complaint-based work orders are not being addressed.
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 mold is present, then it will likely be identified through daily maintenance activities, and its presence may indicate self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If mold is present, then significant costs may be incurred related to remediation activities.
M5	Increased Monetary Impact to HUD	Indirect	HUD would incur additional costs due to this condition.	If mold is present, and a resident becomes ill as a result of exposure, then HUD may be financially liable.

INSPECTION PROCESS:

- OBSERVATION: - Look for the presence of mold. Mold will grow in places with a lot of moisture, such as around leaks in roofs, windows, or pipes, or where there has been flooding.  
 - Identify any musty, earthy, damp, or tangy, odors.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - For the purpose of this inspection, do not include water stains and leaks.  
 - Mold grows well on paper products, cardboard, ceiling tiles, and wood products.

- Mold can also grow in dust, paints, wallpaper, insulation, drywall, carpet, fabric, and upholstery.
- Mold can have a white, gray, yellowish, brown or black color.
- Mold's texture can be fuzzy or slimy and has irregularly shaped blemishes.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror; Distance measuring device

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## SUMMARY OF CHANGES

**TITLE:** MOLD  
**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
Name Variants	Revised name variants	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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Removed deficiency</b>	<b>VI.3</b>	<b>2020-07-31</b>

TITLE: [PARKING LOT](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: A designated outdoor area for parking motorized vehicles.

PURPOSE: An area to park motorized vehicles.

NAME VARIANTS: Car park

COMMON MATERIALS: Concrete; Asphalt; Pavers; Dirt; Gravel; Green space

COMMON COMPONENTS: Pavement; Pavers; Wheel stop; Striping; Gravel

LOCATION:  Unit      None  
 Inside      None  
 Outside      Near or adjacent to buildings

MORE INFORMATION: For the purpose of this inspection, this item does not include parking garages.

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DEFICIENCY 1: Parking lot has pothole(s)

LOCATION:  Outside

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DEFICIENCY 2: Parking lot has ponding

LOCATION:  Outside

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DEFICIENCY I — OUTSIDE: [PARKING LOT HAS POTHOLE\(S\)](#)

DEFICIENCY CRITERIA: Any one pothole is greater than 4 inches deep and 144 square inches wide.

OR

Any number of potholes taken cumulatively is greater than 4 inches deep and 144 square inches wide.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If parking lot has pothole(s), then there is potential for increased risk of injury from tripping or falling.
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 parking lot has pothole(s), then resident may not be able to fully utilize a feature that is expected to be provided and maintained as part of their rent.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If parking lot has pothole(s), then there is an increased risk of damage to resident's vehicle.
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 parking lot has pothole(s), then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If parking lot has pothole(s), and they are extensive, then it may require significant expenditures to repair.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If parking lot has pothole(s), then this deficiency can be seen by the public and may result in reputational harm.



**INSPECTION PROCESS:**

- OBSERVATION:** - Look for pothole(s) in parking lot.
- REQUEST FOR HELP:** - None
- ACTION:** - Measure all potholes in the parking lot.  
- Determine the number of square inches in the impacted area.
- More Information:** - None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - Distance measuring device
- USEFUL:** - None
-

DEFICIENCY 2 — OUTSIDE: [PARKING LOT HAS PONDING](#)

DEFICIENCY CRITERIA: More than 3 inches of water has accumulated in a parking lot and 5% or more is unusable.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If parking lot has ponding, then infestation (e.g. mosquitos) may occur and expose resident to health hazards.
R2	Safety	Indirect	Resident could be injured because of this condition.	If parking lot has ponding, and it obscures other hazards, then the resident's risk of injury may increase.
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 parking lot has pothole(s), then resident may not be able to fully 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.	If parking lot has ponding, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If parking lot has ponding, and it is extensive, then it may require significant expenditures to repair.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If parking lot has ponding, then there may be a structural issue associated with settling.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If parking lot has ponding, then this deficiency can be seen by the public and may result in reputational harm.

INSPECTION PROCESS:

OBSERVATION: - Look for ponding in a parking lot.

REQUEST FOR HELP: - None

- ACTION:**
- Measure the depth of ponding water.
  - If 3 inches or greater in depth, measure the square footage of ponding area.
  - Calculate the percentage of unusable space using the following formula:  
(Overall square footage of the parking lot - effected area) / remaining total area of the parking lot

**More Information:** - None

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**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

**SUMMARY OF CHANGES**

**TITLE:** PARKING LOT  
**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
Purpose	Field added	VI.3	2020-07-31
Common Materials	Revised common materials	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable location — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Revised request for help, action, and more information		
Tools or Equipment	Field added to deficiency; response revised		
<b>Deficiency 2</b>	<b>Added by inspectable location — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable location		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		



## NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

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Tools or Equipment	Field added to deficiency		
Rationales	Updated following in-house review and public comment	VI-2	2019-12-26
Health and Safety Rationales	Updated following in-house review and public comment	VI-2	2019-12-26

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TITLE: [PRIVATE ROADS AND DRIVEWAYS](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: Road leading from a public road to a dwelling or garage.

PURPOSE: An area on private property where automobiles and other vehicles are operated or allowed to stand.

NAME VARIANTS: None

COMMON MATERIALS: Asphalt; Concrete; Dirt; Gravel; Paving stones; Steel

COMMON COMPONENTS: Asphalt; Concrete; Dirt; Gravel; Paving stones; Expansion joints; Curbs; Gutters; Utility access covers; Rebar

LOCATION:  Unit      None  
 Inside      None  
 Outside      Throughout the site

MORE INFORMATION: For the purpose of this inspection, only inspect private roads owned and maintained by the property. If you have any doubt about ownership of the road, ask the POA to provide documentation clarifying the ownership of the road.

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DEFICIENCY 1: Road or driveway access to the property is blocked or impassable for vehicles

LOCATION:  Outside

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DEFICIENCY 2: Road or driveway has potholes

LOCATION:  Outside

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DEFICIENCY I — OUTSIDE: [ROAD OR DRIVEWAY ACCESS TO THE PROPERTY IS BLOCKED OR IMPASSABLE FOR VEHICLES](#)

DEFICIENCY CRITERIA: Road or driveway access to the property is blocked or impassable for vehicles.

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
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If road or driveway access is blocked, then emergency vehicles would have trouble accessing the property; time delay/limited access might cause a delay in response time.
R4	Security	Indirect	Resident cannot control access to unit or property because of this condition.	If road or driveway access is blocked, then emergency vehicles would have trouble accessing the property; time delay/limited access might cause a delay in response time.
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 road or driveway access is blocked, then resident may not be able to fully 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.	If road or driveway access is blocked, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at each road that provides access to the property.  
 - Look to ensure that each road providing access to the property is free from any obstruction that would render the road blocked or impassable (e.g. downed trees, debris, impassable holes, snowbanks, parked cars, or flooding that would prevent a vehicle from gaining access to the property).

REQUEST FOR HELP: - None

ACTION: - None

More Information: - For the purpose of this inspection, do not record this deficiency for designed permanent fixtures installed to control access (e.g. electronic gates or locked fences).  
 - If the property has these, the POA must show that they function and allow access to the road or driveway.  
 - Temporary obstructions for a specific function (e.g. road maintenance) should not be cited.

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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DEFICIENCY 2 — OUTSIDE: [ROAD OR DRIVEWAY HAS POTHOLES](#)

DEFICIENCY CRITERIA: Any one pothole is greater than 4 inches deep and 144 square inches wide.

OR

Any number of potholes taken cumulatively is greater than 4 inches deep and 144 square inches wide.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If pothole(s) present, then there is potential for increased risk of injury from tripping or falling.
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 pothole(s) present, then resident may not be able to fully utilize a feature that is expected to be provided and maintained as part of their rent.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If pothole(s) present, then there is an increased risk of damage to resident's vehicle.
M1	Corrective Maintenance	Direct	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.	If pothole(s) present, then resident will likely report this, and the presence of this defect may indicate that complaint-driven orders are not being addressed.
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 pothole(s) present, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If pothole(s) present, then this deficiency can be seen by the public and may result in reputational harm.

**INSPECTION PROCESS:**

- OBSERVATION:** - Observe all private road and driveway to identify any potholes.
- REQUEST FOR HELP:** - Ask the POA for the total square footage of private roads and driveways on the property.
- ACTION:** - Measure the dimensions of each identified pothole.  
- Calculate the affected area.
- More Information:** - None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - Distance measuring device
- USEFUL:** - None
-

**SUMMARY OF CHANGES**

**TITLE:** PRIVATE ROADS AND DRIVEWAYS

**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 Materials	Revised common materials	VI.3	2020-07-31
Common Components	Revised common components	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable location – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable location		
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		
<b>Deficiency 2</b>	<b>Separated by inspectable location – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

HCV – Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Revised observation, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>

TITLE: [REFRIGERATOR](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: A device designed to keep food from spoiling by cooling and freezing.

PURPOSE: To keep food cold in order to help extend freshness by slowing down the activity of bacteria (which all food contains).

NAME VARIANTS: Fridge; Icebox; Freezer

COMMON MATERIALS: Sheet metal; Plastic; Fiberglass; Aluminum; Copper; Alloy

COMMON COMPONENTS: Compressor; Condenser coils; Evaporator coils; Handle; Shelves; Light bulb; Drawer; Expansion valve; Seals; Door

LOCATION:  Unit Kitchen or any area or room the resident or property may choose to have a refrigerator  
 Inside Kitchen, community room, or any area or room the property may choose to have a refrigerator  
 Outside None

MORE INFORMATION: None

DEFICIENCY 1: Refrigerator does not cool  
 LOCATION:  Unit  Inside

DEFICIENCY 2: Seal is not securely affixed to the door  
 LOCATION:  Unit  Inside

DEFICIENCY 3: Refrigerator is missing where required  
 LOCATION:  Unit  Inside

DEFICIENCY 4: Refrigerator component is damaged or missing  
 LOCATION:  Unit  Inside

DEFICIENCY I — UNIT: [REFRIGERATOR DOES NOT COOL](#)

DEFICIENCY CRITERIA: Refrigerator temperature is greater than 40 degrees Fahrenheit.

OR

Freezer temperature is greater than 0 degrees Fahrenheit.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If refrigerator does not cool, then resident may be exposed to pathogen growth on food that increases the risk of foodborne illness.
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 refrigerator does not cool, then resident may not be able to fully utilize an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If refrigerator does not cool, then resident will likely report this, and its presence may indicate that complaint-based work orders are not being addressed.
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 refrigerator does not cool, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - None

REQUEST FOR HELP: - None

ACTION: - Open the refrigerator door and place hand inside to feel for a cold temperature.

- If there is a question that the temperature is not appropriate then use a digital thermometer to confirm the temperature.
- Open the freezer door and visually verify if food there is frozen.

- More Information:
- Each unit must have at least one functioning refrigerator.
  - Resident-owned standalone freezers will not be inspected.
  - Exclusion: any stored appliances not in use and medical use refrigerators.

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TOOLS OR EQUIPMENT:

- REQUIRED:       - Digital thermometer or temperature gun
- USEFUL:           - None
-

DEFICIENCY I — INSIDE: [REFRIGERATOR DOES NOT COOL](#)

DEFICIENCY CRITERIA: Refrigerator temperature is greater than 40 degrees Fahrenheit.

OR

Freezer temperature is greater than 0 degrees Fahrenheit.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If refrigerator does not cool, then resident may be exposed to pathogen growth on food that increases the risk of foodborne illness.
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 refrigerator does not cool, then resident may not be able to fully utilize an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If refrigerator does not cool, then resident will likely report this and its presence may indicate that complaint-based work orders are not being addressed.
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 refrigerator does not cool, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - None

REQUEST FOR HELP: - None

ACTION: - Open the refrigerator door and place hand inside to feel for a cold temperature.



- If there is a question that the temperature is not appropriate then use a digital thermometer to confirm the temperature.
- Open the freezer door and visually verify if food there is frozen.

- More Information:
- Resident-owned standalone freezers will not be inspected.
  - Exclusion: any stored appliances not in use and medical use refrigerators.

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TOOLS OR EQUIPMENT:

- REQUIRED: - Digital thermometer or temperature gun
- USEFUL: - None
- 
-

DEFICIENCY 2 — UNIT: [SEAL IS NOT SECURELY AFFIXED TO THE DOOR](#)

DEFICIENCY CRITERIA: The seal is hanging, sagging, separating, torn with exposed magnet, or detached from the door.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
RI	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If seal is not securely affixed to the door, then this may limit the ability of that refrigerator to maintain a cool temperature, thereby exposing the resident to pathogen growth on food that increases the risk of foodborne illness.
MI	Corrective Maintenance	Direct	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.	If seal is not securely affixed to the door, then resident will likely report this, and its presence may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look for the refrigerator.
- REQUEST FOR HELP: - None
- ACTION: - Open the refrigerator door.  
 - Thoroughly inspect the seal on all four sides of the door.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY 2 — INSIDE: [SEAL IS NOT SECURELY AFFIXED TO THE DOOR](#)

DEFICIENCY CRITERIA: The seal is hanging, sagging, separating, torn with exposed magnet, or detached from the door.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
RI	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If seal is not securely affixed to the door, then this may limit the ability of that refrigerator to maintain a cool temperature, thereby exposing the resident to pathogen growth on food that increases the risk of foodborne illness.
MI	Corrective Maintenance	Direct	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.	If seal is not securely affixed to the door, then resident will likely report this, and its presence may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look for the refrigerator.
- REQUEST FOR HELP: - None
- ACTION: - Open the refrigerator door.  
 - Thoroughly inspect the seal on all four sides of the door.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None

DEFICIENCY 3 — UNIT: [REFRIGERATOR IS MISSING WHERE REQUIRED](#)

DEFICIENCY CRITERIA: A refrigerator is missing (i.e., evidence of prior installation, but now not present or is incomplete) where required.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If a refrigerator is missing, then the ability to store food at an appropriate temperature is limited, thereby exposing the resident to pathogen growth on food that increases the risk of foodborne illness.
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 a refrigerator is missing, then resident is unable able to utilize an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If a refrigerator is missing, then resident will likely report this, and its presence may indicate that complaint-based work orders are not being addressed.
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 a refrigerator is missing, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in kitchen and any room to identify space where for a refrigerator has been clearly designated.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Each unit must have at least one functioning refrigerator.  
 - Resident-owned standalone freezers will not be inspected.  
 - Exclusion: any stored appliances not in use and medical use refrigerators.  
 - Note: Certain OHP properties may not require a refrigerator.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 3 — INSIDE: [REFRIGERATOR IS MISSING WHERE REQUIRED](#)

DEFICIENCY CRITERIA: A refrigerator is missing (i.e., evidence of prior installation, but now not present or is incomplete) where required.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If a refrigerator is missing, then the ability to store food at an appropriate temperature is limited, thereby exposing the resident to pathogen growth on food that increases the risk of foodborne illness.
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 a refrigerator is missing, then resident is unable able to utilize an appliance that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If a refrigerator is missing, then resident will likely report this and its presence may indicate that complaint-based work orders are not being addressed.
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 a refrigerator is missing, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look in kitchen and any room to identify space where for a refrigerator has been clearly designated.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - All common area refrigerators should be inspected regardless of who owns the refrigerator.  
 - Exclusion: any stored appliances not in use and medical use refrigerators.



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 4 — UNIT: [REFRIGERATOR COMPONENT IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Component is damaged (i.e., visibly defective; impacts functionality).

OR

Component 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R6	Usability and Operability of Fixtures	Indirect	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 refrigerator component is damaged or missing, then this may limit the ability of that refrigerator to maintain a cool temperature, thereby exposing the resident to an increased risk of foodborne illness.
M1	Corrective Maintenance	Direct	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.	If refrigerator component is damaged or missing, then resident will likely report this, and its presence may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look on the outside to verify the door handle is present and securely attached.  
 - Look on the inside to verify the drawers and shelves are present, intact, and securely affixed.  
 - Look around the door to ensure the seal is intact.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None



DEFICIENCY 4 — INSIDE: [REFRIGERATOR COMPONENT IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Component is damaged (i.e., visibly defective; impacts functionality).

OR

Component 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R6	Usability and Operability of Fixtures	Indirect	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 refrigerator component is damaged or missing, then this may limit the ability of that refrigerator to maintain a cool temperature, thereby exposing the resident to an increased risk of foodborne illness.
M1	Corrective Maintenance	Direct	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.	If refrigerator component is damaged or missing, then resident will likely report this and its presence may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look on the outside to verify the door handle is present and securely attached.  
 - Look on the inside to verify the drawers and shelves are present, intact, and securely affixed.  
 - Look around the door to ensure the seal is intact.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

## SUMMARY OF CHANGES

**TITLE:** REFRIGERATOR  
**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
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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		

Tools or Equipment	Field added to deficiency; response revised		
<b>Deficiency 3</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 4</b>	<b>Added by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-26</b>
<b>Copy edits</b>	<b>----</b>	<b>VI-2</b>	<b>2019-12-26</b>

TITLE: [RETAINING WALL](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: A vertical structure that retains soil or rock at various grades.

PURPOSE: To prevent erosion on sloped land or to add usable space.

NAME VARIANTS: None

COMMON MATERIALS: Wood; Stone; Concrete; Rebar

COMMON COMPONENTS: Post; Railing; Block

LOCATION:  Unit      None  
 Inside      None  
 Outside      Property grounds

MORE INFORMATION: For the purpose of this inspection, a “Retaining Wall” is only classified as such if it is at least 24 inches tall and does not include decorative planters or foundation wall.

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DEFICIENCY 1: Retaining wall is leaning away from the fill side

LOCATION:  Outside

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DEFICIENCY 2: Retaining wall is partially or completely collapsed

LOCATION:  Outside

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DEFICIENCY I — OUTSIDE: [RETAINING WALL IS LEANING AWAY FROM THE FILL SIDE](#)

DEFICIENCY CRITERIA: Retaining wall is leaning away from the fill side.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If retaining wall is leaning away from the fill side, then resident may be at risk of injury due to potential wall collapse.
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 retaining wall is leaning away from the fill side, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the retaining wall while standing parallel to determine if the wall is standing upright.  
 - Verify wall is not more than 90 degrees from the base of the slope.
- REQUEST FOR HELP: - None
- ACTION: - Measure retaining wall to verify height is 24 inches or greater.  
 - If not 24 inches, then not subject to inspection.
- More Information: - If the retaining wall is leaning (sloped) towards the fill side, do not cite deficiency.  
 - If present, inspect guardrail under the guardrail standard.

TOOLS OR EQUIPMENT:

- REQUIRED: - Distance measuring device
- USEFUL: - None

DEFICIENCY 2 — OUTSIDE: [RETAINING WALL IS PARTIALLY OR COMPLETELY COLLAPSED](#)

DEFICIENCY CRITERIA: Retaining wall is partially or completely collapsed.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If retaining wall has collapsed, then resident may be exposed to potential hazards.
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 retaining wall has collapsed, then it will likely be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If retaining wall has collapsed, then this could be substantial cost to correct.

INSPECTION PROCESS:

OBSERVATION: - Look at the entire retaining wall for signs of collapse.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

## SUMMARY OF CHANGES

**TITLE:** RETAINING WALL

**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
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable locations — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable locations		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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		
<b>Deficiency 2</b>	<b>Separated by inspectable locations — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Revised rationale, types, and explanations; added standardized codes and descriptions		
Tools or Equipment	Field added to deficiency; response revised		

TITLE: [ROOF ASSEMBLY](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: The external upper covering of a house or other building.

PURPOSE: Protect the interior from the exterior elements, as well as collect and redirect the accumulation of precipitation from the roof surface to the ground or drainage system.

NAME VARIANTS: Pitched roof; Flat roof

COMMON MATERIALS: Asphalt shingles; Slate; Clay; Concrete; Rubber; Built-up roofing; Metal; Wood; Vinyl; Tar and gravel

COMMON COMPONENTS: Roof covering; Drain; Gutter; Downspout; Flashing; Roof ventilation (if present); Scupper; Eaves; Soffits; Fascia

LOCATION:  Unit      None  
 Inside      None  
 Outside      On top of building

MORE INFORMATION: None

DEFICIENCY 1: Restricted flow of water

LOCATION:  Outside

DEFICIENCY 2: Damaged, missing, or unfixd gutter components

LOCATION:  Outside

DEFICIENCY 3: Roof surface has standing water

LOCATION:  Outside

DEFICIENCY 4: Substrate is exposed

LOCATION:  Outside

DEFICIENCY 5: Roof assembly has penetrative hole

LOCATION:  Outside

DEFICIENCY 6: Roof assembly has damage

LOCATION:  Outside



DEFICIENCY I — OUTSIDE: [RESTRICTED FLOW OF WATER](#)

DEFICIENCY CRITERIA: Debris is limiting the ability of water to drain; water may not be present.

OR

An area of approximately 25 sq. ft. of ponding water is located above the drain.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If roof drain, gutter, or downspout is clogged, then ponding water may occur and promote infestation.
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 roof drain, gutter, or downspout is clogged, then it is likely routine work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	Roof assembly inspection should be part of preventative maintenance plan. If roof drain, gutter, or downspout is clogged, then it is likely preventative maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If roof drain, gutter, or downspout is clogged, and ponding water occurs, then it may indicate a level of structural failure in the roof assembly which will likely result in significant cost to repair.
M6	Structural	Indirect	This condition indicates potential structural failure of the building or a load-bearing component.	If roof drain, gutter, or downspout is clogged, and ponding water occurs, then there will be increased weight on the roof resulting in possible collapse. Additionally, the presence of this deficiency may indicate a level of structural failure in the roof assembly.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at roof drain, gutter, or downspout for ponding water.
  - Look for evidence of clogging (e.g. debris, leaves, or soil).
- REQUEST FOR HELP:**
- None
- ACTION:**
- If visually accessible, inspect roof drain and gutters.
- More Information:**
- It may not be possible to gain access to roof in single family units.
  - Ponding may be hard to determine if it has not been raining; in this situation, inspector is unable to cite deficiency.

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**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- None
- USEFUL:**
- Flashlight
  - Distance Measuring Device
-

DEFICIENCY 2 — OUTSIDE: [DAMAGED, MISSING, OR UNFIXED GUTTER COMPONENTS](#)

DEFICIENCY CRITERIA: Gutter, including endcap, downspout, and splash block, is not securely fixed to dwelling.

AND / OR

Gutter has hole or is bent resulting in the stream of water diverting off the intended course.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If gutter is damaged, missing, or unfixed, then resident may be injured by falling components.
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 gutter is damaged, missing, or unfixed, and the stream of water diverted off the intended course, then resident cannot fully utilize a feature that is expected to be maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If gutter is damaged, missing, or unfixed, then the resident would likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the gutter system to detect any:  
 - Gutter components that are damaged (i.e., visibly defective; impacts functionality).  
 - Gutter components that are missing (i.e., evidence of prior installation, but now not present or is incomplete).  
 - Loose gutter components (i.e., pulled away from the fascia or roofing structure).  
 - Confirm all downspouts have splash blocks.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - Gutters may not be present on all properties.



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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — OUTSIDE: [ROOF SURFACE HAS STANDING WATER](#)

DEFICIENCY CRITERIA: Water ponding in area approximately 25 sq. ft. or greater on a flat roof surface not near drain or scupper.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If roof surface has standing water and there is infestation, then resident's health may be in jeopardy.
M1	Corrective Maintenance	Direct	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.	If roof has standing water, the resident would likely report this deficiency and its presence may indicate that complaint-based work orders are not being addressed.
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 roof has standing water, then it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If roof has standing water, then it may be a sign of roof assembly failure which has a significant cost to repair.
M6	Structural	Indirect	This condition indicates potential structural failure of the building or a load-bearing component.	If roof has standing water, then it may increase the weight on the roof assembly and indicate a level of structural failure.

INSPECTION PROCESS:

- OBSERVATION: - Look to see if building has a flat roof; if not, disregard this deficiency.  
 - Look for ponding water on roof that isn't located above drain or scupper.
- REQUEST FOR HELP: - None
- ACTION: - Measure the ponding.
- More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance Measuring Device

USEFUL: - None

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DEFICIENCY 4 — OUTSIDE: [SUBSTRATE IS EXPOSED](#)

DEFICIENCY CRITERIA: Any amount of substrate is exposed.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident’s mental, or physical, or psychological state.	If substrate is exposed, and it leads to water infiltration, then resident may be exposed to mold.
R2	Safety	Indirect	Resident could be injured because of this condition.	If substrate is exposed, and there is a structural defect, then resident could be injured as the result of collapse.
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 substrate is exposed, then it is likely that maintenance staff is not identifying deficiencies or responding to self-generated work orders.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If substrate is exposed, then it is likely preventative maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If substrate is exposed, the repair will likely be significant enough to incur capital cost.
M6	Structural	Indirect	This condition indicates potential structural failure of the building or a load-bearing component.	If roof has substrate exposed, then the probability of water infiltration increases which may compromise the structural integrity.

INSPECTION PROCESS:

- OBSERVATION: - Look at surface of roof for evidence of exposed substrate (e.g., missing or damaged shingles, tiles, or membrane).
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - It may be difficult to determine if there is exposed substrate in single family homes.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 5 — OUTSIDE: [ROOF ASSEMBLY HAS PENETRATIVE HOLE](#)

DEFICIENCY CRITERIA: Penetrative unintentional holes are found.

OR

Intentional holes are found and are not covered by vents or screens.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If roof has penetrative hole, it may lead to water infiltration that could cause mold or mildew which could affect the resident's health.
R2	Safety	Indirect	Resident could be injured because of this condition.	If roof has penetrative hole, and there is a structural defect, then resident could be injured as the result of collapse.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If roof has penetrative hole, then it is likely preventative maintenance activities are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If roof has penetrative hole, then it may be a sign of roof assembly failure which has a significant cost to repair.

INSPECTION PROCESS:

OBSERVATION: - Look at roof's soffits, eaves, fascia, and roof deck for holes—both intentional and unintentional—that penetrate completely through the component's material.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 6 — OUTSIDE: [ROOF ASSEMBLY HAS DAMAGE](#)

DEFICIENCY CRITERIA: Roof assembly has damage (i.e., visibly defective; impacts functionality) present that causes one or more components to become unstable.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If roof assembly is damaged, and there is a structural defect, then resident could be injured as the result of collapse.
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 roof assembly is damaged, then it may indicate that maintenance staff is not identifying deficiencies or responding to self-generated work orders.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If roof assembly is damaged, then it may indicate that maintenance staff is not addressing preventative maintenance activities.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If roof assembly is damaged, then structural failure may occur.

INSPECTION PROCESS:

OBSERVATION: - Look at roof's perimeter soffits, eaves, fascia, and roof deck for damage.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

## SUMMARY OF CHANGES

**TITLE:** ROOF ASSEMBLY  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable location — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Added by inspectable location — Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable location		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		

Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 3</b>	<b>Previously deficiency 2 Separated by inspectable location – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable location		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 4</b>	<b>Previously deficiency 3 Separated by inspectable location – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable location		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 5</b>	<b>Previously deficiency 4 Separated by inspectable location – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		

Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions
Inspection Process	Revised request for help, action, and more information
Tools or Equipment	Field added to deficiency; response revised
<b>Deficiency 6</b>	<b>Previously deficiency 5 Separated by inspectable location – Outside</b>
	<b>VI.3</b>
	<b>2020-07-31</b>
Title	Revised title; added inspectable location
Deficiency Criteria	Revised deficiency criteria
Health and Safety Determination	Added standardized description
Correction Timeframe	Field added; response input as "Within 30 days"
HCV – Correction Timeframe	Field added; response input as "Within 30 days"
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions
Inspection Process	Revised request for help, action, and more information
Tools or Equipment	Field added to deficiency; response revised

TITLE: [SHARP EDGES](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: Hazardous objects or thin sections of surfaces that can lacerate skin upon contact with minimal force.

PURPOSE: None

NAME VARIANTS: Unsafe cutting items; Hazardous cutting items

COMMON MATERIALS: Plastic; Metal; Wood; Concrete; Glass

COMMON COMPONENTS: None

LOCATION:  Unit      Normal paths of travel  
 Inside      Normal paths of travel  
 Outside      Normal paths of travel

MORE INFORMATION: For the purpose of this inspection, sharp edges should only be recorded as a deficiency if they can cause personal injury that will likely require treatment from a medical professional and if located within a normal path of travel (e.g. protruding nails, fencing wire, rebar, exposed metal, and broken glass).

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DEFICIENCY 1: Sharp edges are present

LOCATION:  Unit       Inside       Outside

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DEFICIENCY I — UNIT: SHARP EDGES ARE PRESENT

DEFICIENCY CRITERIA: Sharp edges that can lead to personal injury are present.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If sharp edge is present along the normal path of travel, then resident is at risk of laceration or puncture wounds.
M1	Corrective Maintenance	Direct	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.	If sharp edge is present along the normal path of travel, then resident will likely report this, and its presence may indicate that complaint-based work orders are not being addressed.
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 sharp edge is present along the normal path of travel, then it will likely be detected during normal maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look along normal paths of travel to identify any sharp edge that could lead to a personal injury.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - For the purpose of this inspection, sharp edges should only be recorded as a deficiency if they can cause personal injury that will likely require treatment from a medical professional and if located within a normal path of travel (e.g. protruding nails, fencing wire, rebar, exposed metal, and broken glass).

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY I — INSIDE: [SHARP EDGES ARE PRESENT](#)

DEFICIENCY CRITERIA: Sharp edges that can lead to personal injury are present.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If sharp edge is present along the normal path of travel, then resident is at risk of laceration or puncture wounds.
M1	Corrective Maintenance	Direct	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.	If sharp edge is present along the normal path of travel, then resident will likely report this and its presence may indicate that complaint-based work orders are not being addressed.
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 sharp edge is present along the normal path of travel, then it will likely be detected during normal maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look along normal paths of travel to identify any sharp edge that could lead to a personal injury.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - For the purpose of this inspection, sharp edges should only be recorded as a deficiency if they can cause personal injury that will likely require treatment from a medical professional and if located within a normal path of travel (e.g. protruding nails, fencing wire, rebar, exposed metal, and broken glass).

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight



DEFICIENCY I — OUTSIDE: [SHARP EDGES ARE PRESENT](#)

DEFICIENCY CRITERIA: Sharp edges that can lead to personal injury are present.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If sharp edge is present along the normal path of travel, then resident is at risk of laceration or puncture wounds.
M1	Corrective Maintenance	Direct	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.	If sharp edge is present along the normal path of travel, then resident will likely report this and its presence may indicate that complaint-based work orders are not being addressed.
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 sharp edge is present along the normal path of travel, then it will likely be detected during normal maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look along normal paths of travel to identify any sharp edge that could lead to a personal injury.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - For the purpose of this inspection, sharp edges should only be recorded as a deficiency if they can cause personal injury that will likely require treatment from a medical professional and if located within a normal path of travel (e.g. protruding nails, fencing wire, rebar, exposed metal, and broken glass).

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

## SUMMARY OF CHANGES

**TITLE:** SHARP EDGES  
**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
Purpose	Field added	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
Deficiency I	Separated by inspectable locations — Unit, Inside, and Outside	VI.3	2020-07-31
Title	Added inspectable locations		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV — Correction Timeframe	Field added; response input as “24 hours”		
Rationale	Revised rationale explanations; added standardized codes and descriptions		
Inspection Process	Revised observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
Rationales	Updated following in-house review and public comment	VI-2	2019-12-26
Health and Safety Determinations	Updated following in-house review and public comment	VI-2	2019-12-26

TITLE: [SIDEWALK, WALKWAY, AND RAMP](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: A pathway for pedestrian travel.

PURPOSE: To provide a defined and safe path of exterior travel for pedestrians.

NAME VARIANTS: Sidewalk; Walkway; Ramp; Footpath; Path

COMMON MATERIALS: Wood; Concrete; Gravel; Pavers; Metal; Asphalt

COMMON COMPONENTS: Approach; Landing; Flared sides

LOCATION:  Unit      None  
 Inside      None  
 Outside      Ingress or egress locations to buildings, pools, parking lots, or any area that is considered a normal course of travel for pedestrians

MORE INFORMATION: None

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DEFICIENCY 1: Sidewalk, walkway, or ramp is blocked or impassable

LOCATION:  Outside

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DEFICIENCY I — OUTSIDE: [SIDEWALK, WALKWAY, OR RAMP IS BLOCKED OR IMPASSABLE](#)

DEFICIENCY CRITERIA: Sidewalk, walkway, or ramp does not provide clear travel.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If sidewalk, walkway, or ramp does not provide clear travel, then resident's egress may be impeded.
M1	Corrective Maintenance	Direct	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.	If sidewalk, walkway, or ramp does not provide clear travel, then resident will likely report this and the presence if this defect may indicate that complaint-based work orders are not being addressed.
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 sidewalk, walkway, or ramp does not provide clear travel, then this should be identified through daily maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at all sidewalks, walkways, and ramps and identify if there is any obstruction or blockage.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Overgrown vegetation may result in the sidewalk, walkway, or ramp being blocked or impassable.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

## SUMMARY OF CHANGES

**TITLE:** SIDEWALK, WALKWAY, AND RAMP  
**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
More Information	Field added	VI.3	2020-07-31
Deficiency I	Removed previous deficiency I Separated by inspectable location – Outside	VI.3	2020-07-31
Title	Added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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		

TITLE: [SINK](#)  
 VERSION: VI.3  
 DATE PUBLISHED: 7/31/20

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

DEFICIENCY 1: Sink or component thereof is missing  
 LOCATION:  Unit  Inside

DEFICIENCY 2: Improperly functioning faucet  
 LOCATION:  Unit  Inside

DEFICIENCY 3: Sink is not draining  
 LOCATION:  Unit  Inside

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

DEFICIENCY 5: Sink is damaged and does not hold water  
 LOCATION:  Unit  Inside

DEFICIENCY I — 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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sink or component thereof is missing, then resident may not be able to properly dispose of wastewater.
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 sink or component thereof is missing, then resident may not be able to utilize a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	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.

**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

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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 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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sink or component thereof is missing, then resident may not be able to properly dispose of wastewater.
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 sink or component thereof is missing, then resident may not be able to utilize a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	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.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If faucet is not working correctly, then resident may not be able to regulate water temperature.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If faucet is not working correctly, then resident may not be able to properly clean.
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 faucet is not working correctly, then resident may be unable to use sink.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If faucet is not working correctly, and the resident is unable to halt the waterflow, then they may incur added utility costs.
M1	Corrective Maintenance	Direct	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.	Indicates maintenance staff is not identifying deficiencies or responding to self-generated or complaint-driven work orders.

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

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If faucet is not working correctly, then resident may not be able to regulate water temperature.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If faucet is not working correctly, then resident may not be able to properly clean.
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 faucet is not working correctly, then resident may be unable to use sink.
M1	Corrective Maintenance	Direct	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.	Indicates maintenance staff is not identifying deficiencies or responding to self-generated or complaint-driven work orders.

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

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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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sink is not draining correctly, then resident may not be able to dispose of waste.
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 sink is not draining correctly, then resident may be unable to use sink, which is expected to be maintained as part of their rent.
MI	Corrective Maintenance	Direct	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.	Indicates maintenance staff is not identifying deficiencies or responding to self-generated or complaint-driven work orders.

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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sink is not draining correctly, then resident may not be able to dispose of waste.
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 sink is not draining correctly, then resident may be unable to use sink, which is expected to be maintained as part of their rent.
MI	Corrective Maintenance	Direct	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.	Indicates maintenance staff is not identifying deficiencies or responding to self-generated or complaint-driven work orders.

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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If sink is improperly installed, then resident may be injured if sink were to fall.
M1	Corrective Maintenance	Direct	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.	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.
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 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.

**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

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If sink is improperly installed, then resident may be injured if sink were to fall.
M1	Corrective Maintenance	Direct	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.	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.
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 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.

**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 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

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sink is damaged and does not hold water, then resident's ability to maintain a sanitary environment may be limited.
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 sink is damaged and does not hold water, then resident may not be able to utilize a fixture that is assumed to be included in their rent.
MI	Corrective Maintenance	Direct	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.	If sink is damaged and does not hold water, then it is likely that the resident will report, and its presence could indicate a lack of routine maintenance.

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

---

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.

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

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If sink is damaged and does not hold water, then resident's ability to maintain a sanitary environment may be limited.
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 sink is damaged and does not hold water, then resident may not be able to utilize a fixture that is assumed to be included in their rent.
MI	Corrective Maintenance	Direct	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.	If sink is damaged and does not hold water, then it is likely that the resident will report, and its presence could indicate a lack of routine maintenance.

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

---

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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## SUMMARY OF CHANGES

TITLE: SINK  
 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 Materials	Revised common materials	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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description; added note regarding “Severe” determination if this is the only available sink adjacent to a bath or kitchen		
Correction Timeframe	Field added; response input as “Within 30 days”; added note regarding “Severe” determination if this is the only available sink adjacent to a bath or kitchen		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”; added note regarding “Severe” determination if this is the only available sink adjacent to a bath or kitchen		
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		
<b>Deficiency 2</b>	<b>Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		

Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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>Deficiency 3</b>	<b>Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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>Deficiency 4</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Deficiency 5</b>	<b>Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations (previously Deficiency 4)		
Deficiency Criteria	Revised deficiency criteria		



Health and Safety Determination	Added standardized description
Correction Timeframe	Field added; response input as "Within 30 days"
HCV— Correction Timeframe	Field added; response input as "Within 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

TITLE: [SITE DRAINAGE](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: System of landscape design and plumbing that directs the flow of excess water.

PURPOSE: Prevent the flooding of property and structures.

NAME VARIANTS: None

COMMON MATERIALS: Concrete; Metal

COMMON COMPONENTS: Culverts; Swales; Ditches; Retention and detention basins; Curb; Drainage features; Underground piping

LOCATION:  Unit None

Inside None

Outside Throughout the entire outside area, especially adjacent to structures and hardscape

MORE INFORMATION: None

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DEFICIENCY 1: Site drainage system is clogged

LOCATION:  Outside

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DEFICIENCY 2: Erosion is present

LOCATION:  Outside

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DEFICIENCY I — OUTSIDE: [SITE DRAINAGE SYSTEM IS CLOGGED](#)

DEFICIENCY CRITERIA: Evidence is present that indicates site drain is clogged.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If site drainage is blocked, and a rain event results in ponding, then this could be a breeding ground for mosquitos and other pests.
R2	Safety	Indirect	Resident could be injured because of this condition.	If site drainage is blocked, and there is a rain event there could be excessive water and it could be a safety issue for the resident.
M1	Corrective Maintenance	Indirect	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.	If site drainage is blocked, and there is ponding, then resident will likely report this deficiency its presence may indicate a lack of corrective maintenance.
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 site drainage is blocked, then this should be identified through routine maintenance and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If site drainage is blocked then, then it should be covered in a preventative maintenance plan and the presence of this defect may indicate preventative maintenance activities are not being addressed.
R6	Usability and Operability of Fixtures	Indirect	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 site drainage is blocked and there is a rain event, then resident may not be able to access sections of the property

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at site drainage system to determine location of site drains, which is typically at the lowest points on a property where water is likely to collect, or where the site drainage has diverted water.
  - Once located, look for any evidence of a clogged site drain (e.g. ponding, live vegetation growing in the drain, visible debris, or mud around drain).
- REQUEST FOR HELP:**
- None
- ACTION:**
- Shine light in drainage system looking for obstruction.
- More Information:**
- Do not evaluate city or public works department systems.

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 2 — OUTSIDE: [EROSION IS PRESENT](#)

DEFICIENCY CRITERIA: Erosion is present and covering at least 9 square feet with a depth of at least 8 inches.

AND

The erosion is affecting adjacent structures or hardscape.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
M1	Corrective Maintenance	Direct	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.	If erosion is present and impacting adjacent structures or hardscape, then resident will likely report this deficiency and its presence may indicate complaint-based work orders are not being addressed.
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 erosion is present and impacting adjacent structures or hardscape, then this should be identified through routine maintenance and its presence may indicate self-generated work orders are not being addressed.
M6	Structural	Indirect	This condition indicates potential structural failure of the building or a load-bearing component.	If erosion is present, and it is near the foundation, then it may cause deterioration to the structure.

INSPECTION PROCESS:

- OBSERVATION: - Look at all site drainage locations and identify signs of displaced soil and stone resulting from ineffective site drainage.  
 - Look to see if the erosion is affecting any adjacent structures or hardscape (e.g. foundations, sidewalks, retaining wall).
- REQUEST FOR HELP: - None
- ACTION: - Measure the square footage of the displacement.
- More Information: - Do not evaluate city or public works department systems

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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## SUMMARY OF CHANGES

**TITLE:** SITE DRAINAGE  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	VI.3	2020-07-31
Common Components	Revised common components	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
<b>Deficiency 1</b>	<b>Separated by inspectable location – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable location		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Separated by inspectable location – Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		



## NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

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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

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TITLE: **SMOKE ALARM**

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: A self-contained device that detects the presence of smoke, typically as an indicator of fire, and provides a visual and/or audio signal as an alert.

PURPOSE: To detect presence of smoke and provide alert.

NAME VARIANTS: Smoke detector

COMMON MATERIALS: Plastic

COMMON COMPONENTS: Plastic shell, Base, Battery, Light, Speaker, Test button, Electronic circuit;

LOCATION:  Unit Bedrooms, hallways, kitchens, stairwells  
 Inside Hallways, kitchens, stairwells, common areas  
 Outside None

MORE INFORMATION:

- Smoke alarm should be installed high on walls or ceilings.
  - If mounted on ceiling, then must be greater than 4 inches from the wall.
  - If mounted on the wall, then it cannot be closer than 4 inches or greater than 12 inches from the ceiling.
- Smoke alarm should be installed at least 10 feet from a cooking appliance.
- Smoke alarm should not:
  - Be installed near windows, doors, or ducts where drafts might interfere with their operation.
  - Be painted or have stickers or other decorations present.

DEFICIENCY 1: Smoke alarm not installed in each bedroom or on each level

LOCATION:  Unit  Inside

DEFICIENCY 2: Smoke alarm does not produce audio or visual alarm when tested

LOCATION:  Unit  Inside

DEFICIENCY I — UNIT: SMOKE ALARM NOT INSTALLED IN EACH BEDROOM OR ON EACH LEVEL

DEFICIENCY CRITERIA: Smoke alarm not installed in each bedroom or on each level.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours If primary smoke alarm is present, then additional smoke alarms are a 30-day correction.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If smoke alarm is missing or not properly installed, and there is a fire emergency, then resident may not receive warning of fire or hazard.
R2	Safety	Direct	Resident could be injured because of this condition.	If smoke alarm is missing or not properly installed, and there is a fire emergency, then resident may not receive warning of fire or hazard.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If smoke alarm is missing or not properly installed, then it may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe each location where smoke alarm is required.  
 - Verify smoke alarm is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Required areas include inside each bedroom and outside each sleeping area or on every level of the home, including the basement.  
 - On levels without bedrooms, smoke alarm must be present in the living room (or den or family room) or near the stairway to the upper level, or in both locations.  
 - Smoke alarm installed in the basement should be installed on the ceiling at the bottom of the stairs leading to the next level.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY I — INSIDE: [SMOKE ALARM NOT INSTALLED IN EACH BEDROOM OR ON EACH LEVEL](#)

DEFICIENCY CRITERIA: Smoke alarm not installed in each bedroom or on each level.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours If primary smoke alarm is present, then additional smoke alarms are a 30-day correction.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If smoke alarm is missing or not properly installed, and there is a fire emergency, then resident may not receive warning of fire or hazard.
R2	Safety	Direct	Resident could be injured because of this condition.	If smoke alarm is missing or not properly installed, and there is a fire emergency, then resident may not receive warning of fire or hazard.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If smoke alarm is missing or not properly installed, then it may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe each location where smoke alarm is required.  
 - Verify smoke alarm is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Required areas include on every level, including the basement.  
 - Smoke alarm must be present in the living room or near the stairway to the upper level, or in both locations.  
 - Smoke alarm installed in the basement should be installed on the ceiling at the bottom of the stairs leading to the next level.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — UNIT: [SMOKE ALARM DOES NOT PRODUCE AUDIO OR VISUAL ALARM WHEN TESTED](#)

DEFICIENCY CRITERIA: Smoke alarm does not emit visual or audio alarm.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours If primary smoke alarm is present, then additional smoke alarms are a 30-day correction.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If smoke alarm does not produce audio or visual alarm, and there is a fire emergency, then resident may not receive warning of fire or hazard.
R2	Safety	Indirect	Resident could be injured because of this condition.	If smoke alarm does not produce audio or visual alarm, and there is a fire emergency then resident may not receive warning of fire or hazard.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If smoke alarm does not produce audio or visual alarm, then it may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at smoke alarm to find a test button.

REQUEST FOR HELP: - If no test button is present, then ask POA for a Smoke Detector Maintenance Certificate.

ACTION: - Press the test button and determine if light on smoke alarm flashes, strobes, or changes pattern in any way.  
 - Listen to hear if an alarm is emitted from the smoke alarm at an audible level to alert the resident.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Telescoping pole

DEFICIENCY 2 — INSIDE: [SMOKE ALARM DOES NOT PRODUCE AUDIO OR VISUAL ALARM WHEN TESTED](#)

DEFICIENCY CRITERIA: Smoke alarm does not emit visual or audio alarm.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours If primary smoke alarm is present, then additional smoke alarms are a 30-day correction.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If smoke alarm does not produce audio or visual alarm, and there is a fire emergency, then resident may not receive warning of fire or hazard.
R2	Safety	Indirect	Resident could be injured because of this condition.	If smoke alarm does not produce audio or visual alarm, and there is a fire emergency then resident may not receive warning of fire or hazard.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If smoke alarm does not produce audio or visual alarm, then it may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at smoke alarm to find a test button.

REQUEST FOR HELP: - If no test button is present, then ask POA for a Smoke Detector Maintenance Certificate.

ACTION: - Press the test button and determine if light on smoke alarm flashes, strobes, or changes pattern in any way.  
 - Listen to hear if an alarm is emitted from the smoke alarm at an audible level to alert the resident.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Telescoping pole

## SUMMARY OF CHANGES

**TITLE:** SMOKE ALARM  
**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
Title	Revised title	VI.3	2020-07-31
Definition	Revised definition	VI.3	2020-07-31
Purpose	Field added	VI.3	2020-07-31
Name Variants	Revised name variants	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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV – Correction Timeframe	Field added; response input as “24 hours”		
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>Removed previous deficiency 2; replaced with previous deficiency 3 Separated by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		

Health and Safety Determination	Revised to "Life-Threatening" determination; added standardized description
Correction Timeframe	Field added; response input as "24 hours"
HCV— Correction Timeframe	Field added; response input as "24 hours"
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

**TITLE:** [SPRINKLER ASSEMBLY](#)

**VERSION:** VI.3

**DATE PUBLISHED:** 7/31/20

**DEFINITION:** Part of the fire protection (sprinkler) system that discharges water when activated once reaching a certain (pre-determined) temperature.

**PURPOSE:** Help control the spread of fire.

**NAME VARIANTS:** Sprinkler system; Water sprinkler; Fire sprinkler

**COMMON MATERIALS:** Metal

**COMMON COMPONENTS:** Head; Valve; Deflector; Escutcheon; Sprinkler head cover

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Bedrooms, living rooms, dining rooms, closets, kitchens, hallways, stairwells
<input checked="" type="checkbox"/>	Inside	Living rooms, dining rooms, closets, kitchens, hallways, stairwells, common areas
<input checked="" type="checkbox"/>	Outside	Covered decks, patios

**MORE INFORMATION:** None

**DEFICIENCY 1:** Sprinkler head assembly is obstructed by items or objects within 18 inches of the sprinkler head

**LOCATION:**  Unit       Inside       Outside

**DEFICIENCY 2:** Paint or foreign material on sprinkler head assembly

**LOCATION:**  Unit       Inside       Outside

**DEFICIENCY 3:** Sprinkler head escutcheon missing

**LOCATION:**  Unit       Inside       Outside

**DEFICIENCY 4:** Concealed sprinkler cover plate assembly is missing

**LOCATION:**  Unit       Inside       Outside



DEFICIENCY I — UNIT: [SPRINKLER HEAD ASSEMBLY IS OBSTRUCTED BY ITEMS OR OBJECTS WITHIN 18 INCHES OF THE SPRINKLER HEAD](#)

DEFICIENCY CRITERIA: Sprinkler head assembly is obstructed by item, object, or encasement within 18 inches of the sprinkler head.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If sprinkler head assembly is blocked, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If sprinkler head assembly is blocked, and there is a fire, then probability of harm to resident may be increased.
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 sprinkler head assembly is blocked, 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.	If sprinkler head assembly is blocked, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If sprinkler head assembly is blocked, then it should be addressed by the property's preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at sprinkler assembly and the surrounding area for any obstruction or encasement.  
 - Determine if items have been stored or stacked around the sprinkler head or if alterations have been made that impede the sprinkler head assembly.
- REQUEST FOR HELP: - None
- ACTION: - If present, measure distance from the obstruction or encasement to the sprinkler head.
- More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

---

**DEFICIENCY I — INSIDE:** [SPRINKLER HEAD ASSEMBLY IS OBSTRUCTED BY ITEMS OR OBJECTS WITHIN 18 INCHES OF THE SPRINKLER HEAD](#)

**DEFICIENCY CRITERIA:** Sprinkler head assembly is obstructed by item, object, or encasement within 18 inches of the sprinkler head.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If sprinkler head assembly is blocked, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If sprinkler head assembly is blocked, and there is a fire, then probability of harm to resident may be increased.
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 sprinkler head assembly is blocked, 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.	If sprinkler head assembly is blocked, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If sprinkler head assembly is blocked, then it should be addressed by the property's preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at sprinkler assembly and the surrounding area for any obstruction or encasement.
  - Determine if items have been stored or stacked around the sprinkler head or if alterations have been made that impede the sprinkler head assembly.
- REQUEST FOR HELP:**
- None
- ACTION:**
- If present, measure distance from the obstruction or encasement to the sprinkler head.
- More Information:**
- None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

---

DEFICIENCY I — OUTSIDE: [SPRINKLER HEAD ASSEMBLY IS OBSTRUCTED BY ITEMS OR OBJECTS WITHIN 18 INCHES OF THE SPRINKLER HEAD](#)

DEFICIENCY CRITERIA: Sprinkler head assembly is obstructed by item, object, or encasement within 18 inches of the sprinkler head.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If sprinkler head assembly is blocked, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If sprinkler head assembly is blocked, and there is a fire, then probability of harm to resident may be increased.
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 sprinkler head assembly is blocked, 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.	If sprinkler head assembly is blocked, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If sprinkler head assembly is blocked, then it should be addressed by the property's preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at sprinkler assembly and the surrounding area for any obstruction or encasement.  
 - Determine if items have been stored or stacked around the sprinkler head or if alterations have been made that impede the sprinkler head assembly.
- REQUEST FOR HELP: - None
- ACTION: - If present, measure distance from the obstruction or encasement to the sprinkler head.
- More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

---

DEFICIENCY 2 — UNIT: [PAINT OR FOREIGN MATERIAL ON SPRINKLER HEAD ASSEMBLY](#)

DEFICIENCY CRITERIA: There is paint or a foreign material on the sprinkler assembly.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If paint or foreign material is present on sprinkler head assembly, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If paint or foreign material is present on sprinkler head assembly, and there is a fire, then probability of harm to resident may be increased.
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 paint or foreign material is present on sprinkler head assembly, 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.	If paint or foreign material is present on sprinkler head assembly, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If paint or foreign material is present on sprinkler head assembly, then it should be addressed by the property's preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at sprinkler head assembly and determine if there is paint or foreign material present.  
 - Look for accumulation of dust on the head assembly.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Escutcheon as part of the assembly is excluded from this deficiency.

---

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None



DEFICIENCY 2 — INSIDE: [PAINT OR FOREIGN MATERIAL ON SPRINKLER HEAD ASSEMBLY](#)

DEFICIENCY CRITERIA: There is paint or a foreign material on the sprinkler assembly.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If paint or foreign material is present on sprinkler head assembly, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If paint or foreign material is present on sprinkler head assembly, and there is a fire, then probability of harm to resident may be increased.
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 paint or foreign material is present on sprinkler head assembly, 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.	If paint or foreign material is present on sprinkler head assembly, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If paint or foreign material is present on sprinkler head assembly, then it should be addressed by the property's preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at sprinkler head assembly and determine if there is paint or foreign material present.  
 - Look for accumulation of dust on the head assembly.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Escutcheon as part of the assembly is excluded from this deficiency.

---

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — OUTSIDE: [PAINT OR FOREIGN MATERIAL ON SPRINKLER HEAD ASSEMBLY](#)

DEFICIENCY CRITERIA: There is paint or a foreign material on the sprinkler assembly.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If paint or foreign material is present on sprinkler head assembly, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If paint or foreign material is present on sprinkler head assembly, and there is a fire, then probability of harm to resident may be increased.
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 paint or foreign material is present on sprinkler head assembly, 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.	If paint or foreign material is present on sprinkler head assembly, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If paint or foreign material is present on sprinkler head assembly, then it should be addressed by the property's preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at sprinkler head assembly and determine if there is paint or foreign material present.  
 - Look for accumulation of dust on the head assembly.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - Escutcheon as part of the assembly is excluded from this deficiency.

---

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 3 — UNIT: [SPRINKLER HEAD ESCUTCHEON MISSING](#)

DEFICIENCY CRITERIA: Sprinkler head escutcheon 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident’s mental, or physical, or psychological state.	If sprinkler head escutcheon is missing, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If sprinkler head escutcheon is missing, and there is a fire, then probability of harm to resident may be increased.
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 sprinkler head escutcheon is missing, 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.	If sprinkler head escutcheon is missing, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If sprinkler head escutcheon is missing, then it should be addressed by the property’s preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe that the sprinkler head escutcheon is installed on the sprinkler head.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - May need to observe the surrounding sprinklers for comparison to ensure that system has a escutcheon rings. Not all systems will have escutcheon rings.



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — INSIDE: [SPRINKLER HEAD ESCUTCHEON MISSING](#)

DEFICIENCY CRITERIA: Sprinkler head escutcheon 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If sprinkler head escutcheon is missing, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If sprinkler head escutcheon is missing, and there is a fire, then probability of harm to resident may be increased.
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 sprinkler head escutcheon is missing, 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.	If sprinkler head escutcheon is missing, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If sprinkler head escutcheon is missing, then it should be addressed by the property's preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe that the sprinkler head escutcheon is installed on the sprinkler head.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - May need to observe the surrounding sprinklers for comparison to ensure that system has a escutcheon rings. Not all systems will have escutcheon rings.



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None



DEFICIENCY 3 — OUTSIDE: [SPRINKLER HEAD ESCUTCHEON MISSING](#)

DEFICIENCY CRITERIA: Sprinkler head escutcheon 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident’s mental, or physical, or psychological state.	If sprinkler head escutcheon is missing, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If sprinkler head escutcheon is missing, and there is a fire, then probability of harm to resident may be increased.
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 sprinkler head escutcheon is missing, 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.	If sprinkler head escutcheon is missing, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If sprinkler head escutcheon is missing, then it should be addressed by the property’s preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe that the sprinkler head escutcheon is installed on the sprinkler head.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - May need to observe the surrounding sprinklers for comparison to ensure that system has a escutcheon rings. Not all systems will have escutcheon rings.



NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 4 — UNIT: [CONCEALED SPRINKLER COVER PLATE ASSEMBLY IS MISSING](#)

DEFICIENCY CRITERIA: Concealed sprinkler cover plate assembly 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If concealed sprinkler cover plate assembly is missing, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If concealed sprinkler cover plate assembly is missing, and there is a fire, then probability of harm to resident may be increased.
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 concealed sprinkler cover plate assembly is missing, 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.	If concealed sprinkler cover plate assembly is missing, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If concealed sprinkler cover plate assembly is missing, then it should be addressed by the property's preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Inspect to ensure concealed sprinkler cover plate assembly is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - May need to observe the surrounding sprinklers for comparison to ensure that system has a cover plates. Not all systems will have cover plates.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 4 — INSIDE: [CONCEALED SPRINKLER COVER PLATE ASSEMBLY IS MISSING](#)

DEFICIENCY CRITERIA: Concealed sprinkler cover plate assembly 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If concealed sprinkler cover plate assembly is missing, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If concealed sprinkler cover plate assembly is missing, and there is a fire, then probability of harm to resident may be increased.
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 concealed sprinkler cover plate assembly is missing, 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.	If concealed sprinkler cover plate assembly is missing, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If concealed sprinkler cover plate assembly is missing, then it should be addressed by the property's preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Inspect to ensure concealed sprinkler cover plate assembly is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - May need to observe the surrounding sprinklers for comparison to ensure that system has a cover plates. Not all systems will have cover plates.

---

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 4 — OUTSIDE: [CONCEALED SPRINKLER COVER PLATE ASSEMBLY IS MISSING](#)

DEFICIENCY CRITERIA: Concealed sprinkler cover plate assembly 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If concealed sprinkler cover plate assembly is missing, then this may increase stress levels if resident is aware their safety is compromised.
R2	Safety	Indirect	Resident could be injured because of this condition.	If concealed sprinkler cover plate assembly is missing, and there is a fire, then probability of harm to resident may be increased.
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 concealed sprinkler cover plate assembly is missing, 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.	If concealed sprinkler cover plate assembly is missing, then it should be identified through regular maintenance activities and its presence may indicate self-generated work orders are not being addressed.
M3	Preventative Maintenance	Direct	This defect indicates that a property is not following preventative maintenance practices for the item or equipment.	If concealed sprinkler cover plate assembly is missing, then it should be addressed by the property's preventative maintenance plan and the presence of this defect may indicate that preventative maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Inspect to ensure concealed sprinkler cover plate assembly is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - May need to observe the surrounding sprinklers for comparison to ensure that system has a cover plates. Not all systems will have cover plates.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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**SUMMARY OF CHANGES**

**TITLE:** SPRINKLER ASSEMBLY  
**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	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 3</b>	<b>Separated by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 4</b>	<b>Added by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency; response revised		

TITLE: [STAIRS](#)  
VERSION: VI.3  
DATE PUBLISHED: 7/31/20

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DEFINITION: A series of steps or flights of steps, connected by landings.  
PURPOSE: For (personal) traffic (i.e., egress or ingress) going from one level to the next.  
NAME VARIANTS: Steps; Stairways; Stairwells; Flight  
COMMON MATERIALS: Wood; Metal; Concrete; Masonry  
COMMON COMPONENTS: Treads; Stringers; Risers; Railings; Nosing  
LOCATION:  Unit Dwelling unit, hallway, stairwell  
 Inside Hallway, stairwell  
 Outside Along elevated walking paths  
MORE INFORMATION: None

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DEFICIENCY 1: Treads are missing or damaged  
LOCATION:  Unit  Inside  Outside

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DEFICIENCY 2: Stringer is damaged  
LOCATION:  Unit  Inside  Outside

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DEFICIENCY I — UNIT: [TREADS ARE MISSING OR DAMAGED](#)

DEFICIENCY CRITERIA: Tread on a set of stairs is missing (i.e., evidence of prior installation, but now not present or is incomplete).

OR

Tread on a set of stairs is loose or unlevel.

OR

A portion of the tread nosing that is greater than 1 inch in depth or 4 inches wide is damaged or broken.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If treads are damaged or missing, then there is an increased probability of falls that may lead to injury.
R2	Safety	Direct	Resident could be injured because of this condition.	If treads are damaged or missing, and there is an emergency, then resident's ability to egress or ingress may be impeded.
M1	Corrective Maintenance	Direct	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.	If treads are damaged or missing, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 treads are damaged or missing, then it should be identified through regular maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the entire set of stairs for presence of treads.  
 - If present, examine each tread for cracks, damage, or missing pieces.  
 - Examine the nosing of wood treads for damage or broken pieces.
- REQUEST FOR HELP: - None

- ACTION:**
- If nosing is damaged or broken, measure each occurrence.
  - Walk up the entire set of stairs, ensuring that contact is made with the treads to detect each tread's stability and structural integrity.
- More Information:**
- If accessory treads are present, then determine if they are secured and level.

---

**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- Distance measuring device
- USEFUL:**
- None

DEFICIENCY I — INSIDE: [TREADS ARE MISSING OR DAMAGED](#)

DEFICIENCY CRITERIA: Tread on a set of stairs is missing (i.e., evidence of prior installation, but now not present or is incomplete).

OR

Tread on a set of stairs is loose or unlevel.

OR

A portion of the tread nosing that is greater than 1 inch in depth or 4 inches wide is damaged or broken.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If treads are damaged or missing, then there is an increased probability of falls that may lead to injury.
R2	Safety	Direct	Resident could be injured because of this condition.	If treads are damaged or missing, and there is an emergency, then resident's ability to egress or ingress may be impeded.
M1	Corrective Maintenance	Direct	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.	If treads are damaged or missing, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 treads are damaged or missing, then it should be identified through regular maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the entire set of stairs for presence of treads.  
 - If present, examine each tread for cracks, damage, or missing pieces.  
 - Examine the nosing of wood treads for damage or broken pieces.
- REQUEST FOR HELP: - None

- ACTION:**
- If nosing is damaged or broken, measure each occurrence.
  - Walk up the entire set of stairs, ensuring that contact is made with the treads to detect each tread's stability and structural integrity.
- More Information:**
- If accessory treads are present, then determine if they are secured and level.

---

**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- Distance measuring device
- USEFUL:**
- None

DEFICIENCY I — OUTSIDE: [TREADS ARE MISSING OR DAMAGED](#)

DEFICIENCY CRITERIA: Tread on a set of stairs is missing (i.e., evidence of prior installation, but now not present or is incomplete).

OR

Tread on a set of stairs is loose or unlevel.

OR

A portion of the tread nosing that is greater than 1 inch in depth or 4 inches wide is damaged or broken.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If treads are damaged or missing, then there is an increased probability of falls that may lead to injury.
R2	Safety	Direct	Resident could be injured because of this condition.	If treads are damaged or missing, and there is an emergency, then resident's ability to egress or ingress may be impeded.
M1	Corrective Maintenance	Direct	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.	If treads are damaged or missing, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 treads are damaged or missing, then it should be identified through regular maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at the entire set of stairs for presence of treads.  
 - If present, examine each tread for cracks, damage, or missing pieces.  
 - Examine the nosing of wood treads for damage or broken pieces.
- REQUEST FOR HELP: - None



- ACTION:**
- If nosing is damaged or broken, measure each occurrence.
  - Walk up the entire set of stairs, ensuring that contact is made with the treads to detect each tread's stability and structural integrity.
- More Information:**
- If accessory treads are present, then determine if they are secured and level.
- 

**TOOLS OR EQUIPMENT:**

- REQUIRED:**
- Distance measuring device
- USEFUL:**
- None
- 
-

DEFICIENCY 2 — UNIT: [STRINGER IS DAMAGED](#)

DEFICIENCY CRITERIA: Stringer is damaged (i.e., visibly defective; impacts functionality).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident’s mental, or physical, or psychological state.	If stringer is damaged, then there is an increased probability of falls that may lead to injury.
R2	Safety	Direct	Resident could be injured because of this condition.	If stringer is damaged, and there is an emergency, then resident’s ability to egress or ingress may be impeded.
M1	Corrective Maintenance	Direct	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.	If stringer is damaged, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 stringer is damaged, then it should be identified through regular maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If stringer is damaged, then it may indicate potential structural problems for the entire set of stairs.

INSPECTION PROCESS:

- OBSERVATION: - Look at the entire set of stairs and, if visible, examine the stringers for signs of damage (crack that runs completely through the stringer vertically or dry rot, that does allow the stringer to support the tread).  
 - If instability detected while walking on stairs, look to determine if instability is likely caused by a damaged stringer.  
 - Look to ensure the stringer is attached to the structure.
- REQUEST FOR HELP: - None
- ACTION: - Walk up the entire set of stairs to determine stability of stairs (i.e., feel for stability or bouncing).
- More Information: - Generally, stringers may only be visible on exterior stairs.  
 - If not visible, then unable to evaluate this deficiency.

---

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — INSIDE: [STRINGER IS DAMAGED](#)

DEFICIENCY CRITERIA: Stringer is damaged (i.e., visibly defective; impacts functionality).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If stringer is damaged, then there is an increased probability of falls that may lead to injury.
R2	Safety	Direct	Resident could be injured because of this condition.	If stringer is damaged, and there is an emergency, then resident's ability to egress or ingress may be impeded.
M1	Corrective Maintenance	Direct	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.	If stringer is damaged, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 stringer is damaged, then it should be identified through regular maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If stringer is damaged, then it may indicate potential structural problems for the entire set of stairs.

INSPECTION PROCESS:

- OBSERVATION:
- Look at the entire set of stairs and, if visible, examine the stringers for signs of damage (crack that runs completely through the stringer vertically or dry rot, that does allow the stringer to support the tread).
  - If instability detected while walking on stairs, look to determine if instability is likely caused by a damaged stringer.
  - Look to ensure the stringer is attached to the structure.
- REQUEST FOR HELP: - None
- ACTION: - Walk up the entire set of stairs to determine stability of stairs (i.e., feel for stability or bouncing).
- More Information: - Generally, stringers may only be visible on exterior stairs.  
 - If not visible, then unable to evaluate this deficiency.

---

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — OUTSIDE: [STRINGER IS DAMAGED](#)

DEFICIENCY CRITERIA: Stringer is damaged (i.e., visibly defective; impacts functionality).

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If stringer is damaged, then there is an increased probability of falls that may lead to injury.
R2	Safety	Direct	Resident could be injured because of this condition.	If stringer is damaged, and there is an emergency, then resident's ability to egress or ingress may be impeded.
M1	Corrective Maintenance	Direct	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.	If stringer is damaged, then resident will likely report this, and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 stringer is damaged, then it should be identified through regular maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If stringer is damaged, then it may indicate potential structural problems for the entire set of stairs.

INSPECTION PROCESS:

- OBSERVATION:
- Look at the entire set of stairs and, if visible, examine the stringers for signs of damage (crack that runs completely through the stringer vertically or dry rot, that does allow the stringer to support the tread).
  - If instability detected while walking on stairs, look to determine if instability is likely caused by a damaged stringer.
  - Look to ensure the stringer is attached to the structure.
- REQUEST FOR HELP: - None
- ACTION: - Walk up the entire set of stairs to determine stability of stairs (i.e., feel for stability or bouncing).
- More Information: - Generally, stringers may only be visible on exterior stairs.  
 - If not visible, then unable to evaluate this deficiency.

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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## SUMMARY OF CHANGES

**TITLE:** STAIRS  
**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
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	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit, Inside, and Outside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV — Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		





## NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

Inspection Process	Revised observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency; response revised		
Deficiency 3	Deficiency removed	VI.3	2020-07-31
Rationales	Updated following in-house review and public comment	VI-2	2019-12-26
Health and Safety Determinations	Updated following in-house review and public comment	VI-2	2019-12-26

TITLE: [STRUCTURAL](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: Anything that is constructed or built from different interrelated parts with a fixed location on the ground. Structure can include, but not limited to, exterior walls, windows, roof, floors, sub floors, columns, and beams.

PURPOSE: A building structure safely supports and transfers weight loads.

NAME VARIANTS: Frame; Framing; Infrastructure; Shell; Load-bearing wall; Rebar

COMMON MATERIALS: Concrete; Wood; Cement; Metal; Brick; Clay; Stone

COMMON COMPONENTS: Foundation; Beam; Floor; Wall; Roof; Slab; Plinth

LOCATION:  Unit Bedroom, living room, kitchen, basement, patio, balcony  
 Inside Living room, kitchen, basement, patio, balcony, community room, mechanical room, office  
 Outside Wall, foundation, detached building, garage

MORE INFORMATION: None

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DEFICIENCY 1: Structure has failed or is in danger of failing

LOCATION:  Unit  Inside  Outside

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DEFICIENCY I — UNIT: STRUCTURE HAS FAILED OR IS IN DANGER OF FAILING

DEFICIENCY CRITERIA: Any structural component appears to be in imminent danger of collapse or failure.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If structure has failed or is in danger of failing, then resident may be at an increased risk of injury.
M1	Corrective Maintenance	Direct	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.	If structure has failed or is in danger of failing, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 structure has failed or is in danger of failing, then it should be identified during daily maintenance activities and the presence of this defect may indicate that complaint-based work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If structure has failed or is in danger of failing, then it will likely require a capital expenditure to repair.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If structure has failed or is in danger of failing, then a structural failure of the building or load-bearing component is likely present or imminent.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If structure has failed or is in danger of failing, then it may impact the property's market appeal.

INSPECTION PROCESS:

OBSERVATION: - Look at structure for blatant signs that it is structurally unsound and is in danger of collapsing.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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DEFICIENCY I — INSIDE: [STRUCTURE HAS FAILED OR IS IN DANGER OF FAILING](#)

DEFICIENCY CRITERIA: Any structural component appears to be in imminent danger of collapse or failure.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If structure has failed or is in danger of failing, then resident may be at an increased risk of injury.
M1	Corrective Maintenance	Direct	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.	If structure has failed or is in danger of failing, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 structure has failed or is in danger of failing, then it should be identified during daily maintenance activities and the presence of this defect may indicate that complaint-based work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If structure has failed or is in danger of failing, then it will likely require a capital expenditure to repair.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If structure has failed or is in danger of failing, then a structural failure of the building or load-bearing component is likely present or imminent.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If structure has failed or is in danger of failing, then it may impact the property's market appeal.

INSPECTION PROCESS:

OBSERVATION: - Look at structure for blatant signs that it is structurally unsound and is in danger of collapsing.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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DEFICIENCY I — OUTSIDE: [STRUCTURE HAS FAILED OR IS IN DANGER OF FAILING](#)

DEFICIENCY CRITERIA: Any structural component appears to be in imminent danger of collapse or failure.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If structure has failed or is in danger of failing, then resident may be at an increased risk of injury.
M1	Corrective Maintenance	Direct	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.	If structure has failed or is in danger of failing, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 structure has failed or is in danger of failing, then it should be identified during daily maintenance activities and the presence of this defect may indicate that complaint-based work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If structure has failed or is in danger of failing, then it will likely require a capital expenditure to repair.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If structure has failed or is in danger of failing, then a structural failure of the building or load-bearing component is likely present or imminent.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If structure has failed or is in danger of failing, then it may impact the property's market appeal.

INSPECTION PROCESS:

OBSERVATION: - Look at structure for blatant signs that it is structurally unsound and is in danger of collapsing.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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## SUMMARY OF CHANGES

**TITLE:** STRUCTURAL  
**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
Location	Revised inspectable locations	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
Deficiency 1	Separated by inspectable locations — Unit, Inside, and Outside	VI.3	2020-07-31
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to “Life-Threatening” determination; added standardized description		
Correction Timeframe	Field added; response input as “24 hours”		
HCV — Correction Timeframe	Field added; response input as “24 hours”		
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		
Deficiency 2	Removed	VI.3	2020-07-31
Deficiency 3	Removed	VI.3	2020-07-31

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

DEFINITION: A plumbing fixture used to receive human excrement and to discharge it through a waste pipe, using water as a conveying method.

PURPOSE: To discharge human excrement.

NAME VARIANTS: Toilet; Urinal; Bidet

COMMON MATERIALS: Porcelain; Metal

COMMON COMPONENTS: Tank; Bowl; Lid; Seat; Flush handle; Drain; Drain lines; Supply valve; Supply line; Wax ring; Float ball; Float cup; Refill tube; Ballcock; Trip lever; Chain; Flapper; Overflow tube; Trap; Closet bend

LOCATION:  Unit Bathroom  
 Inside Bathroom  
 Outside None

MORE INFORMATION: None

DEFICIENCY 1: Toilet is missing  
 LOCATION:  Unit  Inside

DEFICIENCY 2: Toilet is inoperable  
 LOCATION:  Unit  Inside

DEFICIENCY 3: Toilet seat is broken, loose, or missing  
 LOCATION:  Unit  Inside

DEFICIENCY 4: Toilet is not secured at the base  
 LOCATION:  Unit  Inside

DEFICIENCY I — UNIT: TOILET IS MISSING

DEFICIENCY CRITERIA: Toilet is missing from designated bathroom area.

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 If there is only one toilet in the resident and it is non-operational then it is a 24-hour fail.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If toilet is missing, and the sewer line is not capped, then there is an increased potential for sewage gas to flow into the interior space.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is missing, then the resident's ability to dispose of human waste is limited.
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 toilet is missing, then resident is unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident or maintenance staff to report a missing toilet and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in every finished bathroom to see if a toilet is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If there are additional locations for toilets but they are not installed in unfinished spaces, or common restrooms that have been converted to another use (e.g., a storage room) the sewer line and supply valves must be properly capped to prevent exposure to sewer gas and leaks.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY I — INSIDE: [TOILET IS MISSING](#)

DEFICIENCY CRITERIA: Toilet is missing from designated bathroom area.

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 If there is only one toilet in the resident and it is non-operational then it is a 24-hour fail.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If toilet is missing, and the sewer line is not capped, then there is an increased potential for sewage gas to flow into the interior space.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is missing, then the resident's ability to dispose of human waste is limited.
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 toilet is missing, then resident is unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident or maintenance staff to report a missing toilet and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in every finished bathroom to see if a toilet is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If there are additional locations for toilets but they are not installed in unfinished spaces, or common restrooms that have been converted to another use (e.g., a storage room) the sewer line and supply valves must be properly capped to prevent exposure to sewer gas and leaks.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 2 — UNIT: TOILET IS INOPERABLE

DEFICIENCY CRITERIA: Toilet does not flush, discharge, fill with water, or shut off.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.  
 CORRECTION TIMEFRAME: 24 hours If there are multiple toilets available in the unit, and at least one is operable, then 30-day correction timeframe  
 HCV — CORRECTION TIMEFRAME: 24 hours If there are multiple toilets available in the unit, and at least one is operable, then 30-day correction timeframe

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	A toilet that does not flush, discharge, fill or shut off may leak or overflow, exposing the resident to pathogens.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is inoperable, then the resident's ability to dispose of human waste may be limited.
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 toilet is inoperable, then resident may be unable to use a fixture that is assumed to be included in their rent.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If the toilet is not shutting off and the resident is charged for water, there may be an increased expense for both water and sewer.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident to report an inoperable toilet and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look to see if water drains from the bowl.  
 - Look to see if water refills the bowl.  
 - Listen that water has stopped running once the bowl is refilled.
- REQUEST FOR HELP: - None
- ACTION: - Flush the toilet.
- More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 2 — INSIDE: [TOILET IS INOPERABLE](#)

DEFICIENCY CRITERIA: Toilet does not flush, discharge, fill with water, or shut off.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.  
 CORRECTION TIMEFRAME: 24 hours If there are multiple toilets available in the shared space, and at least one is operable, then 30-day correction timeframe  
 HCV — CORRECTION TIMEFRAME: 24 hours If there are multiple toilets available in the shared space, and at least one is operable, then 30-day correction timeframe

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	A toilet that does not flush, discharge, fill or shut off may leak or overflow, exposing the resident to pathogens.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is inoperable, then the resident's ability to dispose of human waste may be limited.
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 toilet is inoperable, then resident may be unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident to report an inoperable toilet and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look to see if water drains from the bowl.  
 - Look to see if water refills the bowl.  
 - Listen that water has stopped running once the bowl is refilled.
- REQUEST FOR HELP: - None
- ACTION: - Flush the toilet.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight

DEFICIENCY 3 — UNIT: TOILET SEAT IS BROKEN, LOOSE, OR MISSING

DEFICIENCY CRITERIA: Toilet or toilet component is broken, loose, or missing

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If toilet component is broken, loose, or missing, then the resident could be exposed to sewer leakage.
R2	Safety	Indirect	Resident could be injured because of this condition.	If toilet component is broken, loose, or missing, and the base is unstable, then there is a potential for injury to the resident.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet component is broken, loose, or missing, then the resident's ability to dispose of human waste may be limited.
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 toilet component is broken, loose, or missing, then resident may be unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for residents or maintenance staff to report if a toilet or toilet component is broken, loose, or missing, and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look to see if the toilet seat is present.  
 - Look for any cracks in the toilet seat that separate it into separate pieces.  
 - Look for any missing bolts that secure the seat to the bowl.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

---

DEFICIENCY 3 — INSIDE: [TOILET SEAT IS BROKEN, LOOSE, OR MISSING](#)

DEFICIENCY CRITERIA: Toilet or toilet component is broken, loose, or missing

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If toilet component is broken, loose, or missing, then the resident could be exposed to sewer leakage.
R2	Safety	Indirect	Resident could be injured because of this condition.	If toilet component is broken, loose, or missing, and the base is unstable, then there is a potential for injury to the resident.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet component is broken, loose, or missing, then the resident's ability to dispose of human waste may be limited.
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 toilet component is broken, loose, or missing, then resident may be unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for residents or maintenance staff to report if a toilet or toilet component is broken, loose, or missing, and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look to see if the toilet seat is present.  
 - Look for any cracks in the toilet seat that separate it into separate pieces.  
 - Look for any missing bolts that secure the seat to the bowl.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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DEFICIENCY 4 — UNIT: TOILET IS NOT SECURED AT THE BASE

DEFICIENCY CRITERIA: Toilet is not secured at the base.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If toilet is not secure at the base, then the resident could be exposed to sewer leakage.
R2	Safety	Direct	Resident could be injured because of this condition.	If toilet is not secure at the base, then there is a potential for injury to the resident.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is not secure at the base, then the resident's ability to dispose of human waste may be limited.
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 toilet is not secure at the base, then resident may be unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for residents or maintenance staff to report if a toilet or toilet component is broken, loose, or missing, and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for evidence of seepage at the base of the toilet.

REQUEST FOR HELP: - None

ACTION: - Apply pressure to the base of the toilet to ensure that it is securely attached to the base.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

---

DEFICIENCY 4 — INSIDE: [TOILET IS NOT SECURED AT THE BASE](#)

DEFICIENCY CRITERIA: Toilet is not secured at the base.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If toilet is not secure at the base, then the resident could be exposed to sewer leakage.
R2	Safety	Direct	Resident could be injured because of this condition.	If toilet is not secure at the base, then there is a potential for injury to the resident.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is not secure at the base, then the resident's ability to dispose of human waste may be limited.
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 toilet is not secure at the base, then resident may be unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for residents or maintenance staff to report if a toilet or toilet component is broken, loose, or missing, and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for evidence of seepage at the base of the toilet.

REQUEST FOR HELP: - None

ACTION: - Apply pressure to the base of the toilet to ensure that it is securely attached to the base.

More Information: - None



TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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

**DEFINITION:** A plumbing fixture used to receive human excrement and to discharge it through a waste pipe, using water as a conveying method.

**PURPOSE:** To discharge human excrement.

**NAME VARIANTS:** Toilet; Urinal; Bidet

**COMMON MATERIALS:** Porcelain; Metal

**COMMON COMPONENTS:** Tank; Bowl; Lid; Seat; Flush handle; Drain; Drain lines; Supply valve; Supply line; Was ring; Float ball; Float cup; Refill tube; Ballcock; Trip lever; Chain; Flapper; Overflow tube; Trap; Closet bend

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Bathroom
<input checked="" type="checkbox"/>	Inside	Bathroom
<input type="checkbox"/>	Outside	None

**MORE INFORMATION:** None

**DEFICIENCY 1:** Toilet is missing  
**LOCATION:**  Unit  Inside

**DEFICIENCY 2:** Toilet is inoperable  
**LOCATION:**  Unit  Inside

**DEFICIENCY 3:** Toilet seat is broken, loose, or missing  
**LOCATION:**  Unit  Inside

**DEFICIENCY 4:** Toilet is not secured at the base  
**LOCATION:**  Unit  Inside

DEFICIENCY I — UNIT: TOILET IS MISSING

DEFICIENCY CRITERIA: Toilet is missing from designated bathroom area.

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 If there is only one toilet in the resident and it is non-operational then it is a 24-hour fail.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If toilet is missing, and the sewer line is not capped, then there is an increased potential for sewage gas to flow into the interior space.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is missing, then the resident's ability to dispose of human waste is limited.
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 toilet is missing, then resident is unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident or maintenance staff to report a missing toilet and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in every finished bathroom to see if a toilet is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If there are additional locations for toilets but they are not installed in unfinished spaces, or common restrooms that have been converted to another use (e.g., a storage room) the sewer line and supply valves must be properly capped to prevent exposure to sewer gas and leaks.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

---

DEFICIENCY I — INSIDE: TOILET IS MISSING

DEFICIENCY CRITERIA: Toilet is missing from designated bathroom area.

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 If there is only one toilet in the resident and it is non-operational then it is a 24-hour fail.

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If toilet is missing, and the sewer line is not capped, then there is an increased potential for sewage gas to flow into the interior space.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is missing, then the resident's ability to dispose of human waste is limited.
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 toilet is missing, then resident is unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident or maintenance staff to report a missing toilet and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look in every finished bathroom to see if a toilet is present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - If there are additional locations for toilets but they are not installed in unfinished spaces, or common restrooms that have been converted to another use (e.g., a storage room) the sewer line and supply valves must be properly capped to prevent exposure to sewer gas and leaks.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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**DEFICIENCY 2 — UNIT: TOILET IS INOPERABLE**

**DEFICIENCY CRITERIA:** Toilet does not flush, discharge, fill with water, or shut off.

**HEALTH AND SAFETY DETERMINATION:** Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.  
**CORRECTION TIMEFRAME:** 24 hours If there are multiple toilets available in the unit, and at least one is operable, then 30-day correction timeframe  
**HCV — CORRECTION TIMEFRAME:** 24 hours If there are multiple toilets available in the unit, and at least one is operable, then 30-day correction timeframe

**RATIONALE:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident’s mental, or physical, or psychological state.	A toilet that does not flush, discharge, fill or shut off may leak or overflow, exposing the resident to pathogens.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is inoperable, then the resident's ability to dispose of human waste may be limited.
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 toilet is inoperable, then resident may be unable to use a fixture that is assumed to be included in their rent.
R7	Increased Monetary Impact to Resident	Direct	Resident would incur additional costs because of this condition.	If the toilet is not shutting off and the resident is charged for water, there may be an increased expense for both water and sewer.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident to report an inoperable toilet and may indicate that complaint-based work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look to see if water drains from the bowl.
  - Look to see if water refills the bowl.
  - Listen that water has stopped running once the bowl is refilled.
- REQUEST FOR HELP:** - None
- ACTION:** - Flush the toilet.
- More Information:** - None

---

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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DEFICIENCY 2 — INSIDE: TOILET IS INOPERABLE

DEFICIENCY CRITERIA: Toilet does not flush, discharge, fill with water, or shut off.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.  
 CORRECTION TIMEFRAME: 24 hours If there are multiple toilets available in the shared space, and at least one is operable, then 30-day correction timeframe  
 HCV — CORRECTION TIMEFRAME: 24 hours If there are multiple toilets available in the shared space, and at least one is operable, then 30-day correction timeframe

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	A toilet that does not flush, discharge, fill or shut off may leak or overflow, exposing the resident to pathogens.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is inoperable, then the resident's ability to dispose of human waste may be limited.
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 toilet is inoperable, then resident may be unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident to report an inoperable toilet and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look to see if water drains from the bowl.  
 - Look to see if water refills the bowl.  
 - Listen that water has stopped running once the bowl is refilled.
- REQUEST FOR HELP: - None
- ACTION: - Flush the toilet.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight

DEFICIENCY 3 — UNIT: TOILET SEAT IS BROKEN, LOOSE, OR MISSING

DEFICIENCY CRITERIA: Toilet or toilet component is broken, loose, or missing

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If toilet component is broken, loose, or missing, then the resident could be exposed to sewer leakage.
R2	Safety	Indirect	Resident could be injured because of this condition.	If toilet component is broken, loose, or missing, and the base is unstable, then there is a potential for injury to the resident.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet component is broken, loose, or missing, then the resident's ability to dispose of human waste may be limited.
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 toilet component is broken, loose, or missing, then resident may be unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for residents or maintenance staff to report if a toilet or toilet component is broken, loose, or missing, and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look to see if the toilet seat is present.  
 - Look for any cracks in the toilet seat that separate it into separate pieces.  
 - Look for any missing bolts that secure the seat to the bowl.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

---

DEFICIENCY 3 — INSIDE: TOILET SEAT IS BROKEN, LOOSE, OR MISSING

DEFICIENCY CRITERIA: Toilet or toilet component is broken, loose, or missing

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If toilet component is broken, loose, or missing, then the resident could be exposed to sewer leakage.
R2	Safety	Indirect	Resident could be injured because of this condition.	If toilet component is broken, loose, or missing, and the base is unstable, then there is a potential for injury to the resident.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet component is broken, loose, or missing, then the resident's ability to dispose of human waste may be limited.
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 toilet component is broken, loose, or missing, then resident may be unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for residents or maintenance staff to report if a toilet or toilet component is broken, loose, or missing, and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look to see if the toilet seat is present.  
 - Look for any cracks in the toilet seat that separate it into separate pieces.  
 - Look for any missing bolts that secure the seat to the bowl.
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

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DEFICIENCY 4 — UNIT: TOILET IS NOT SECURED AT THE BASE

DEFICIENCY CRITERIA: Toilet is not secured at the base.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If toilet is not secure at the base, then the resident could be exposed to sewer leakage.
R2	Safety	Direct	Resident could be injured because of this condition.	If toilet is not secure at the base, then there is a potential for injury to the resident.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is not secure at the base, then the resident's ability to dispose of human waste may be limited.
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 toilet is not secure at the base, then resident may be unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for residents or maintenance staff to report if a toilet or toilet component is broken, loose, or missing, and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for evidence of seepage at the base of the toilet.

REQUEST FOR HELP: - None

ACTION: - Apply pressure to the base of the toilet to ensure that it is securely attached to the base.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

---

DEFICIENCY 4 — INSIDE: TOILET IS NOT SECURED AT THE BASE

DEFICIENCY CRITERIA: Toilet is not secured at the base.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If toilet is not secure at the base, then the resident could be exposed to sewer leakage.
R2	Safety	Direct	Resident could be injured because of this condition.	If toilet is not secure at the base, then there is a potential for injury to the resident.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If toilet is not secure at the base, then the resident's ability to dispose of human waste may be limited.
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 toilet is not secure at the base, then resident may be unable to use a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for residents or maintenance staff to report if a toilet or toilet component is broken, loose, or missing, and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look for evidence of seepage at the base of the toilet.

REQUEST FOR HELP: - None

ACTION: - Apply pressure to the base of the toilet to ensure that it is securely attached to the base.

More Information: - None



TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

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**SUMMARY OF CHANGES**

**TITLE:** TOILET  
**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
Name Variants	Revised name variants	VI.3	2020-07-31
Common Materials	Revised common materials	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 and Inside</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”; added note if there is only one toilet and it is non-operational, then it is a 24-hour fail.		
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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		

Health and Safety Determination	Revised to "Life-Threatening" determination; added standardized description		
Correction Timeframe	Field added; response input as "24 hours"		
HCV – Correction Timeframe	Field added; response input as "24 hours"		
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 3</b>	<b>Separated by inspectable locations – Unit and Inside</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 "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 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>Deficiency 4</b>	<b>Added by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added title; added inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV – Correction Timeframe	Field added; response input as "Within 30 days"		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency; response added		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-27</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-27</b>

TITLE: [TRASH CHUTE](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: A large tube through which refuse is carried by means of gravity to a large waste receptacle at the bottom end.

PURPOSE: A means of discarding trash, typically located in high-rise buildings.

NAME VARIANTS: Garbage chute; Rubbish chute

COMMON MATERIALS: Metal

COMMON COMPONENTS: Chute; Door; Latch; Compactor; Chute discharge fire door with fusible link; Wash valve; Spray head; Springs; Handle; Counterbalance

LOCATION:  Unit None  
 Inside Hallways of high-rises, hallway closets of high-rises, typically located in the same place on every floor  
 Outside None

MORE INFORMATION: None

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DEFICIENCY 1: Chute door does not open, self-close, or latch

LOCATION:  Inside

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DEFICIENCY 2: Chute is clogged

LOCATION:  Inside

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DEFICIENCY I — INSIDE: [CHUTE DOOR DOES NOT OPEN, SELF-CLOSE, OR LATCH](#)

DEFICIENCY CRITERIA: Chute door does not open.

OR

Chute door does not self-close and latch.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If chute door does not self-close and latch, then it may present a fall risk for residents. Additionally, if there is a fire, then it may provide a route for fire to move between locations through a building.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If chute door does not open or self-close and latch, then resident's ability to dispose of garbage in a sanitary manner may be impacted.
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 chute door does not open or self-close and latch, then resident may be unable to utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If chute door does not open or self-close and latch, then residents would likely call report it because they want to be able to easily dispose of their trash, and the presence of this defect may indicate complaint-based work orders are not being addressed.
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 chute door does not open or self-close and latch, then this should be identified during regular maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:** - Look to see if door closes automatically.
- REQUEST FOR HELP:** - None
- ACTION:** - Engage latch and attempt to open door.  
- If door opens, release door handle.  
- Ensure the door closes by itself.  
- Attempt to open the door without engaging the latch.
- More Information:** - None

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 2 — INSIDE: CHUTE IS CLOGGED

DEFICIENCY CRITERIA: Trash is overflowing or backed up inside chute.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If chute is clogged, then there may be an increased risk of infestation which may expose the resident to potential health risks (e.g. disease).
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If chute is clogged, then resident's ability to dispose of garbage in a sanitary manner may be impacted.
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 chute is clogged, then resident may be unable to utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If chute is clogged, then residents would likely call report it because they want to be able to easily dispose of their trash, and the presence of this defect may indicate complaint-based work orders are not being addressed.
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 chute is clogged, then this should be identified during regular maintenance activities and the presence of this defect may indicate self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look to see if trash is accumulated anywhere inside the chute above and below the door.

REQUEST FOR HELP: - None

ACTION: - Open the chute door.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - Flashlight

USEFUL: - None

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**SUMMARY OF CHANGES**

**TITLE:** TRASH CHUTE  
**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 location – Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 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		
<b>Deficiency 2</b>	<b>Separated by inspectable location – Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added inspectable location		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		

Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		
Tools or Equipment	Field added to deficiency; response revised		
<b>Deficiency 3</b>	<b>Removed deficiency</b>	<b>VI.3</b>	<b>2020-07-31</b>
Rationales	Updated following in-house review and public comment	VI-2	2019-12-26
Health and Safety Determinations	Updated following in-house review and public comment	VI-2	2019-12-26
Copy edits	----	VI-2	2019-12-26

TITLE: [TRIP HAZARD](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

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DEFINITION: Hazard caused by an abrupt change in vertical elevation or horizontal separation on any walking surface.

PURPOSE: None

NAME VARIANTS: Tripping hazard; Walking hazard; Obstacle

COMMON MATERIALS: Cords; Concrete; Tile; Carpet; Buckling floors; Metal

COMMON COMPONENTS: None

LOCATION:  Unit Anywhere inside the dwelling unit  
 Inside Anywhere inside the common areas  
 Outside Anywhere outside the dwelling

MORE INFORMATION: None

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DEFICIENCY 1: Trip hazard on walking surface

LOCATION:  Unit  Inside  Outside

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DEFICIENCY I — UNIT: [TRIP HAZARD ON WALKING SURFACE](#)

**DEFICIENCY CRITERIA:** There is an abrupt change in vertical elevation or horizontal separation on any walking surface along the normal path of travel, consisting of the following criteria:

- An unintended ¼ inch or greater vertical difference, OR
- An unintended 2-inch horizontal separation perpendicular to the path of travel.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If there is a trip hazard, then there is an increased probability of falls that may lead to injury.
M1	Corrective Maintenance	Direct	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.	If there is a trip hazard, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is a trip hazard, then it should be observed through regular maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:** - Look at the walking surface along the normal path of travel to identify significant difference in vertical elevation or horizontal separation.

**REQUEST FOR HELP:** - None

**ACTION:** - If identified, measure to determine if there is a ¼ inch vertical separation or 2-inch horizontal separation.

**More Information:** - If the walking area has an engineered designed gap or vertical difference; this is not a tripping hazard (e.g. a raised manhole, a plant grate designed in the middle of a path of travel).

**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

DEFICIENCY I — INSIDE: [TRIP HAZARD ON WALKING SURFACE](#)

**DEFICIENCY CRITERIA:** There is an abrupt change in vertical elevation or horizontal separation on any walking surface along the normal path of travel, consisting of the following criteria:

- An unintended ¼ inch or greater vertical difference, OR
- An unintended 2-inch horizontal separation perpendicular to the path of travel.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If there is a trip hazard, then there is an increased probability of falls that may lead to injury.
M1	Corrective Maintenance	Direct	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.	If there is a trip hazard, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is a trip hazard, then it should be observed through regular maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:** - Look at the walking surface along the normal path of travel to identify significant difference in vertical elevation or horizontal separation.

**REQUEST FOR HELP:** - None

**ACTION:** - If identified, measure to determine if there is a ¼ inch vertical separation or 2-inch horizontal separation.

**More Information:** - If the walking area has an engineered designed gap or vertical difference; this is not a tripping hazard (e.g. a raised manhole, a plant grate designed in the middle of a path of travel).

**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

DEFICIENCY I — OUTSIDE: [TRIP HAZARD ON WALKING SURFACE](#)

**DEFICIENCY CRITERIA:** There is an abrupt change in vertical elevation or horizontal separation on any walking surface along the normal path of travel, consisting of the following criteria:

- An unintended ¼ inch or greater vertical difference, OR
- An unintended 2-inch horizontal separation perpendicular to the path of travel.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If there is a trip hazard, then there is an increased probability of falls that may lead to injury.
M1	Corrective Maintenance	Direct	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.	If there is a trip hazard, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 there is a trip hazard, then it should be observed through regular maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:** - Look at the walking surface along the normal path of travel to identify significant difference in vertical elevation or horizontal separation.

**REQUEST FOR HELP:** - None

**ACTION:** - If identified, measure to determine if there is a ¼ inch vertical separation or 2-inch horizontal separation.

**More Information:** - If the walking area has an engineered designed gap or vertical difference; this is not a tripping hazard (e.g. a raised manhole, a plant grate designed in the middle of a path of travel).

**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

**SUMMARY OF CHANGES**

**TITLE:** TRIP HAZARD  
**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 Materials	Revised common materials	VI.3	2020-07-31
Location	Revised inspectable locations	VI.3	2020-07-31
More Information	Field added	VI.3	2020-07-31
Deficiency I	Separated by inspectable locations – Unit, Inside, and Outside	VI.3	2020-07-31
Title	Added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Revised rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Revised request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
Rationales	Updated following in-house review and public comment	VI-2	2019-12-26
Health and Safety Determinations	Updated following in-house review and public comment	VI-2	2019-12-26

**TITLE:** [WALL COVERING AND FINISH — INTERIOR](#)

**VERSION:** VI.3

**DATE PUBLISHED:** 7/31/20

**DEFINITION:** A surface that may define an area, provide security, shelter, or sound proofing

**PURPOSE:** The surface that provides a vertical separation between rooms or spaces and may provide security/privacy, sound proofing, climate control, and fire protection

**NAME VARIANTS:** Partition

**COMMON MATERIALS:** Plaster; Drywall; Paneling; Paint; Wallpaper; Brick; Stone; Tile; Stucco; Wood

**COMMON COMPONENTS:** Covering; Finish; Molding; Baseboards

**LOCATION:**

<input checked="" type="checkbox"/>	Unit	Dining room, living room, kitchen, bathroom, bedroom, closet, hallway, other interior space
<input checked="" type="checkbox"/>	Inside	Dining room, living room, kitchen, bathroom, closet, hallway, other interior space
<input type="checkbox"/>	Outside	None

**MORE INFORMATION:** None

**DEFICIENCY 1:** Hole that penetrates to the adjoining room or space

**LOCATION:**  Unit  Inside

**DEFICIENCY 2:** Interior wall is buckling, bulging, or material is detached

**LOCATION:**  Unit  Inside

**DEFICIENCY 3:** Hole is greater than 2 inches in diameter or any accumulation of holes that is greater than 6 inches by 6 inches

**LOCATION:**  Unit  Inside



DEFICIENCY I — UNIT: [HOLE THAT PENETRATES TO THE ADJOINING ROOM OR SPACE](#)

DEFICIENCY CRITERIA: Hole penetrates to the adjoining room or space.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If interior wall has a hole that penetrates to the adjoining room or space, then the resident may be exposed to items behind the wall (e.g., insulation, lead dust, asbestos, wires) that may harm their health.
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 interior wall has a hole that penetrates to the adjoining room or space, then resident may be unable to fully utilize a feature (i.e., wall without hole) 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.	If interior wall has any unintended hole that penetrates the wall surface, then it should be identified during routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at wall for presence of hole(s) that penetrate to the adjoining room or space.

REQUEST FOR HELP: - None

ACTION: - Determine if the hole penetrates adjoining room or space.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY I — INSIDE: [HOLE THAT PENETRATES TO THE ADJOINING ROOM OR SPACE](#)

DEFICIENCY CRITERIA: Hole penetrates to the adjoining room or space.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If interior wall has a hole that penetrates to the adjoining room or space, then the resident may be exposed to items behind the wall (e.g., insulation, lead dust, asbestos, wires) that may harm their health.
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 interior wall has a hole that penetrates to the adjoining room or space, then resident may be unable to fully utilize a feature (i.e., wall without hole) 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.	If interior wall has any unintended hole that penetrates the wall surface, then it should be identified during routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at wall for presence of hole(s) that penetrate to the adjoining room or space.

REQUEST FOR HELP: - None

ACTION: - Determine if the hole penetrates adjoining room or space.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight

DEFICIENCY 2 — UNIT: [INTERIOR WALL IS BUCKLING, BULGING, OR MATERIAL IS DETACHED](#)

DEFICIENCY CRITERIA: Wall is buckling, bulging, or bowing which occurs when part of the wall has weakened and is being pushed inward or outward.

OR

Wall has loose surface covering.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If walls are buckling, bulging, or material is detached, then resident could be concerned that wall may collapse and that their health or safety is in jeopardy.
R2	Safety	Direct	Resident could be injured because of this condition.	If walls are buckling, bulging, or material is detached, then the resident may be injured by falling wall coverings.
M1	Corrective Maintenance	Direct	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.	If walls are buckling, bulging, or material is detached, then resident will likely report it and this defect's presence may indicate that complaint-based work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If walls are buckling, bulging, or material is detached, then it may be a sign of moisture entrance into the wall or structural issue cost to repair could be significant.

INSPECTION PROCESS:

OBSERVATION: - Look at interior wall for presence of any buckling, bulging, or loose surface covering.

REQUEST FOR HELP: - None

ACTION: - Confirm interior wall is absent of bows, bulging, or buckling and the surface area is stable.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

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DEFICIENCY 2 — INSIDE: [INTERIOR WALL IS BUCKLING, BULGING, OR MATERIAL IS DETACHED](#)

DEFICIENCY CRITERIA: Wall is buckling, bulging, or bowing which occurs when part of the wall has weakened and is being pushed inward or outward.

OR

Wall has loose surface covering.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If walls are buckling, bulging, or material is detached, then resident could be concerned that wall may collapse and that their health or safety is in jeopardy.
R2	Safety	Direct	Resident could be injured because of this condition.	If walls are buckling, bulging, or material is detached, then the resident may be injured by falling wall coverings.
M1	Corrective Maintenance	Direct	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.	If walls are buckling, bulging, or material is detached, then resident will likely report it and this defect's presence may indicate that complaint-based work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If walls are buckling, bulging, or material is detached, then it may be a sign of moisture entrance into the wall or structural issue cost to repair could be significant.

INSPECTION PROCESS:

OBSERVATION: - Look at interior wall for presence of any buckling, bulging, or loose surface covering.

REQUEST FOR HELP: - None

ACTION: - Confirm interior wall is absent of bows, bulging, or buckling and the surface area is stable.

More Information: - None



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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 3 — UNIT: [HOLE IS GREATER THAN 2 INCHES IN DIAMETER OR ANY ACCUMULATION OF HOLES THAT IS GREATER THAN 6 INCHES BY 6 INCHES](#)

DEFICIENCY CRITERIA: Hole is greater than 2 inches in diameter.

OR

An accumulation of holes in any one wall is greater than 6 inches by 6 inches.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If hole is greater than 2 inches in diameter or any accumulation of holes that is greater than 6 inches by 6 inches, then the resident may be exposed to items behind the wall (e.g., insulation, lead dust, asbestos, wires) that may harm their health.
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 hole is greater than 2 inches in diameter or any accumulation of holes that is greater than 6 inches by 6 inches, then resident may be unable to fully utilize a feature (i.e., wall without hole) 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.	If hole is greater than 2 inches in diameter or any accumulation of holes that is greater than 6 inches by 6 inches, then it should be identified during routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Look at wall for presence of hole(s).  
 - Determine if hole penetrates to adjoining space.
- REQUEST FOR HELP: - None
- ACTION: - Measure hole (or number of holes taken cumulatively).
- More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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**DEFICIENCY 3 — INSIDE:** [HOLE IS GREATER THAN 2 INCHES IN DIAMETER OR ANY ACCUMULATION OF HOLES THAT IS GREATER THAN 6 INCHES BY 6 INCHES](#)

**DEFICIENCY CRITERIA:** Hole is greater than 2 inches in diameter.

OR

An accumulation of holes in any one wall is greater than 6 inches by 6 inches.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If hole is greater than 2 inches in diameter or any accumulation of holes that is greater than 6 inches by 6 inches, then the resident may be exposed to items behind the wall (e.g., insulation, lead dust, asbestos, wires) that may harm their health.
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 hole is greater than 2 inches in diameter or any accumulation of holes that is greater than 6 inches by 6 inches, then resident may be unable to fully utilize a feature (i.e., wall without hole) 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.	If hole is greater than 2 inches in diameter or any accumulation of holes that is greater than 6 inches by 6 inches, then it should be identified during routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.

**INSPECTION PROCESS:**

- OBSERVATION:**
- Look at wall for presence of hole(s).
  - Determine if hole penetrates to adjoining space.
- REQUEST FOR HELP:**
- None
- ACTION:**
- Measure hole (or number of holes taken cumulatively).
- More Information:**
- None

## SUMMARY OF CHANGES

**TITLE:** WALL COVERING AND FINISH - INTERIOR

**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
Classification	Field removed	VI.3	2020-07-31
Definition	Revised definition	VI.3	2020-07-31
Purpose	Field added	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 and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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>Deficiency 2</b>	<b>Separated by inspectable locations — Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Revised title; added inspectable locations		
Deficiency Criteria	Revised deficiency criteria		
Health and Safety Determination	Revised to "Standard" determination; added standardized description		
Correction Timeframe	Field added; response input as "Within 30 days"		
HCV — Correction Timeframe	Field added; response input as "Within 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		
<b>Deficiency 3</b>	<b>Added deficiency by inspectable locations – Unit and Inside</b>	<b>VI.3</b>	<b>2020-07-31</b>
Title	Added “Hole is greater than 2 inches in diameter or any accumulation of holes that is greater than 6 inches by 6 inches” by inspectable locations		
Deficiency Criteria	Added deficiency criteria		
Health and Safety Determination	Added “Standard” determination; added standardized description		
Correction Timeframe	Field added; response input as “Within 30 days”		
HCV – Correction Timeframe	Field added; response input as “Within 30 days”		
Rationale	Added rationale categories, types, and explanations; added standardized codes and descriptions		
Inspection Process	Added observation, request for help, action, and more information		
Tools or Equipment	Field added to deficiency		
<b>Rationales</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-27</b>
<b>Health and Safety Determinations</b>	<b>Updated following in-house review and public comment</b>	<b>VI-2</b>	<b>2019-12-27</b>

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TOOLS OR EQUIPMENT:

REQUIRED: - Distance measuring device

USEFUL: - None

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TITLE: [WALL OR WALL COVERING – EXTERIOR](#)  
 VERSION: VI.3  
 DATE PUBLISHED: 7/31/20

**DEFINITION:** Exterior wall: The finished or unfinished surface that provides a vertical separation between the interior and exterior of the building and may provide security/privacy, sound proofing, and weather resistance.  
Wall covering: Material such as siding, or stucco used as a covering for exterior walls.  
 Note: *Unfinished* within this standard refers to Concrete Masonry Unit or poured concrete walls.

**PURPOSE:** Exterior wall: typically forms part of a building envelope, separating the accommodation inside from that outside. Its functions include:

- Environmental control
- Security
- Privacy
- Fire control
- Aesthetics

Wall covering: Covering for exterior wall

**NAME VARIANTS:** None

**COMMON MATERIALS:** Brick; Stone; Masonry; Mortar; Stucco; Wood; Vinyl; Cement (such as Hardie Board); Paint; Siding

**COMMON COMPONENTS:** Cladding; Air barrier; Sheathing; Framing; Vapor control layer; Insulation; Inside finish

**LOCATION:**

<input type="checkbox"/>	Unit	None
<input type="checkbox"/>	Inside	None
<input checked="" type="checkbox"/>	Outside	Exterior of the unit

**MORE INFORMATION:** None

**DEFICIENCY 1:** Exterior wall covering has missing sections of at least 1 square foot per wall  
**LOCATION:**  Outside

**DEFICIENCY 2:** Exterior wall has any size hole that penetrates through to the interior of the building  
**LOCATION:**  Outside

**DEFICIENCY 3:** Exterior wall or wall covering has peeling paint of 10 square feet or more  
**LOCATION:**  Outside

**DEFICIENCY 4:** Evidence of structural failure  
**LOCATION:**  Outside

DEFICIENCY I — OUTSIDE: [EXTERIOR WALL COVERING HAS MISSING SECTIONS OF AT LEAST 1 SQUARE FOOT PER WALL](#)

DEFICIENCY CRITERIA: If the wall is designed to have a covering and 1 square foot of wall covering is missing cumulatively per wall.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If the building envelope has been compromised, then moisture could penetrate and cause mold buildup in the interior wall cavity of the building. This could also apply to infestation as the section could allow insects/vermin to penetrate to the interior wall cavity. With vermin inside the wall, it may affect the mental state of the residents.
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.	Shows a lack of routine maintenance. Maintenance should identify and respond to missing sections in the exterior as part of self-generated work orders.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If there are missing wall coverings, and they allow enough moisture or water into the interior cavity, especially over a period of time, a capital cost could be incurred to make significant repairs.
M6	Structural	Indirect	This condition indicates potential structural failure of the building or a load-bearing component.	If wall covering or finish is missing, then the interior wall structure could be compromised due to rot and weather exposure.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If there is missing wall covering on the exterior, then there is a direct impact on the market appeal of the property.

INSPECTION PROCESS:

- OBSERVATION:
- Approach the building and observe the exterior walls and wall coverings.
  - If no wall coverings are readily visible, look for indications that the exterior wall was designed to have, or at one time had, wall coverings (e.g. outlines, fasteners, and wall covering remnants).
  - Look at exterior wall for signs of missing wall coverings.

REQUEST FOR HELP: - None

ACTION: - Measure the square footage of the missing sections.

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Distance measuring device

DEFICIENCY 2 — OUTSIDE: EXTERIOR WALL HAS ANY SIZE HOLE THAT PENETRATES THROUGH TO THE INTERIOR OF THE BUILDING

DEFICIENCY CRITERIA: Any hole that penetrates through to the interior of the building.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident's mental, or physical, or psychological state.	If there is a hole, and the building envelope has been compromised, then moisture could penetrate and cause mold buildup in the building. This could also apply to infestation as the hole could allow insects/vermin to penetrate to the interior of the building. If the hole is large enough, it could allow cold air in creating a potential for illness.
R5	Privacy	Direct	Condition limits the resident's reasonable expectation of privacy in their dwelling.	If the hole penetrates to the interior of the building, then a resident's privacy could be compromised.
R7	Increased Monetary Impact to Resident	Indirect	Resident would incur additional costs because of this condition.	If the hole is large enough, and the resident is responsible for utilities, then they may incur added heating and cooling costs.
M1	Corrective Maintenance	Direct	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.	If there is a hole, then it is likely the resident will report, and its presence may indicate that complaint-based work orders are not being addressed.
M2	Routine Maintenance	Indirect	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.	Shows a lack of routine maintenance. Maintenance should identify and respond to missing sections in the exterior as part of self-generated work orders.
M6	Structural	Indirect	This condition indicates potential structural failure of the building or a load-bearing component.	If the hole is of a certain size, nature, and location, there may have been water penetration which could result in rot or other degradation of the walls and other structural components.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If hole is large enough, then there is a direct impact on the market appeal of the property.



INSPECTION PROCESS:

- OBSERVATION: - Look at exterior wall for holes.  
- Investigate any damage to determine extent and if it penetrates into the building
- REQUEST FOR HELP: - None
- ACTION: - None
- More Information: - None

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TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - Flashlight
-

**DEFICIENCY 3 — OUTSIDE:** [EXTERIOR WALL OR WALL COVERING HAS PEELING PAINT OF 10 SQUARE FEET OR MORE](#)

**DEFICIENCY CRITERIA:** Any single exterior wall or wall covering that was built after 1978 has peeling paint of 10 square feet or more cumulatively.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident’s mental, or physical, or psychological state.	If there is peeling paint, and the building envelope has been compromised, then moisture could penetrate and cause mold buildup in the building.
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 exterior wall covering has peeling paint, then it may indicate a lack of routine maintenance. Maintenance should identify and repair peeling paint on the exterior as part of self-generated work orders.
M4	Capital Cost	Indirect	This defect, on its own, is significant enough to be a capital cost to repair.	If exterior wall covering has peeling paint, and the damage is extensive, then it will likely be a capital cost to repair.
PPI	Market Appeal	Direct	If this defect occurs, HUD or the property would suffer reputational harm.	If there is peeling paint on the exterior wall, then it has a direct impact on the market appeal of the property.

**INSPECTION PROCESS:**

**OBSERVATION:** - Visually examine the exterior of the building, including the wall and wall covering to identify any peeling paint.

**REQUEST FOR HELP:** - None

**ACTION:** - If peeling paint is present, measure the square footage of the missing sections.

**More Information:** - None

**TOOLS OR EQUIPMENT:**

**REQUIRED:** - Distance measuring device

**USEFUL:** - None

DEFICIENCY 4 — OUTSIDE: [EVIDENCE OF STRUCTURAL FAILURE](#)

DEFICIENCY CRITERIA: Dwelling has evidence of structural failure.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If structural failure present, then resident's physical health may be in jeopardy.
R2	Safety	Direct	Resident could be injured because of this condition.	If structural failure present, then resident is exposed to safety hazards.
M1	Corrective Maintenance	Direct	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.	If the structural failure present, then it is likely the resident will report, and its presence may indicate that complaint-based work orders are not being addressed.
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 the structural failure present, then it will likely be identified through routine maintenance activities and its presence may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If the structural failure present, then it is likely the repair cost will be significant.
M6	Structural	Direct	This condition indicates potential structural failure of the building or a load-bearing component.	If the structural defect present, then there could be a structural failure.

INSPECTION PROCESS:

- OBSERVATION:
- Observe for cracked masonry walls and warped wooden siding.
  - Observe for signs of deterioration of the vertical load (e.g., wall buckling or bowing).
  - Identify any window or door that is out of plumb and does not fit into the frame.
  - Identify any large holes in the exterior wall.
  - Identify any rotting or deteriorating columns.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

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TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

TITLE: [WATER HEATER](#)

VERSION: VI.3

DATE PUBLISHED: 7/31/20

DEFINITION: Water heating is a heat transfer process that uses an energy source to heat water above its initial temperature.

PURPOSE: Typical domestic uses of hot water heater include providing hot water for cooking, cleaning, bathing, and space heating.

NAME VARIANTS: Hot water heater; Gas water heater; Electric water heater; Tankless water heater; Boiler

COMMON MATERIALS: Steel; Sheet metal; Copper; Fiberglass insulation; Glass-lined structure interior; Stainless-steel structure interior

COMMON COMPONENTS: Storage tank; Electric heating element; Water supply inlet and water discharge outlet plumbing connections; Pressure relief valve and line; Low-voltage electrical connection (auto-ignition); Temperature control module; Flue gas chimney or stack; Gas fired burner; Gas shutoff valve; Thermocouple

LOCATION:  Unit Mechanical rooms, mechanical closets, basements, under stairs, kitchens  
 Inside Mechanical rooms, mechanical closets, basements, under stairs, kitchens  
 Outside Back or side yard

MORE INFORMATION: None

DEFICIENCY 1: Temperature and Pressure Relief (TPR) Valve is missing, disabled, blocked, or discharging water

LOCATION:  Unit  Inside  Outside

DEFICIENCY 2: No hot water

LOCATION:  Unit  Inside

DEFICIENCY 3: The relief valve discharge piping is improperly installed, incorrect length, terminates less than 2-inches, or incorrect material

LOCATION:  Unit  Inside  Outside

DEFICIENCY 4: Chimney or flue piping is misaligned, missing, or blocked

LOCATION:  Unit  Inside

DEFICIENCY 5: Missing safety divider

LOCATION:  Unit  Inside

DEFICIENCY I — UNIT: TEMPERATURE AND PRESSURE RELIEF (TPR) VALVE IS MISSING, DISABLED, BLOCKED, OR DISCHARGING WATER

DEFICIENCY CRITERIA: TPR Valve is:

- not installed in the top 6 inches of the tank,
- missing,
- disabled,
- blocked, or
- discharging any amount of water.

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	Indirect	Resident could be injured because of this condition.	If TPR Valve is not installed in the top 6 inches of the tank, missing, disabled, blocked, or discharging any amount of water, then water heater could release excessive hot water that could be in contact with the resident.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident or maintenance staff to report if the TPR Valve is not installed properly, missing, disabled, blocked, or discharging any amount of water and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the water heater to verify the presence of TPR Valve.  
 - Look to see if TPR valve is installed in the top 6 inches of the tank, not blocked where the release lever cannot be actuated, or disabled in any way.  
 - Observe if the TRP valve is discharging any amount of water.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

**DEFICIENCY I — INSIDE:**      TEMPERATURE AND PRESSURE RELIEF (TPR) VALVE IS MISSING, DISABLED, BLOCKED, OR DISCHARGING WATER

**DEFICIENCY CRITERIA:**              TPR Valve is:

- not installed in the top 6 inches of the tank,
- missing,
- disabled,
- blocked, or
- discharging any amount of water.

**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	Indirect	Resident could be injured because of this condition.	If TPR Valve is not installed in the top 6 inches of the tank, missing, disabled, blocked, or discharging any amount of water, then water heater could release excessive hot water that could be in contact with the resident.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident or maintenance staff to report if the TPR Valve is not installed properly, missing, disabled, blocked, or discharging any amount of water and may indicate that complaint-based work orders are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:**                    - Look at the water heater to verify the presence of TPR Valve.  
 - Look to see if TPR valve is installed in the top 6 inches of the tank, not blocked where the release lever cannot be actuated, or disabled in any way.  
 - Observe if the TRP valve is discharging any amount of water.

**REQUEST FOR HELP:**                - None

**ACTION:**                                - None

**More Information:**                - None

**TOOLS OR EQUIPMENT:**

**REQUIRED:**                            - None

**USEFUL:**                                - Flashlight; Inspection mirror

DEFICIENCY I — OUTSIDE: [TEMPERATURE AND PRESSURE RELIEF \(TPR\) VALVE IS MISSING, DISABLED, BLOCKED, OR DISCHARGING WATER](#)

DEFICIENCY CRITERIA: TPR Valve is:

- not installed in the top 6 inches of the tank,
- missing,
- disabled,
- blocked, or
- discharging any amount of water.

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	Indirect	Resident could be injured because of this condition.	If TPR Valve is not installed in the top 6 inches of the tank, missing, disabled, blocked, or discharging any amount of water, then water heater could release excessive hot water that could be in contact with the resident.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident or maintenance staff to report if the TPR Valve is not installed properly, missing, disabled, blocked, or discharging any amount of water and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Look at the water heater to verify the presence of TPR Valve.  
 - Look to see if TPR valve is installed in the top 6 inches of the tank, not blocked where the release lever cannot be actuated, or disabled in any way.  
 - Observe if the TRP valve is discharging any amount of water.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror



DEFICIENCY 2 — UNIT: NO HOT WATER

DEFICIENCY CRITERIA: Hot water does not dispense after handle is engaged.

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If hot water is not present, then resident cannot maintain personal hygiene, which may result in sickness.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If no hot water, then resident is unable to maintain household hygiene, washing clothes dishes, cleaning, etc.
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 hot water is not present, then resident is unable to fully utilize a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident or maintenance staff to report if there is no hot water and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - None

REQUEST FOR HELP: - None

ACTION: - Turn faucet handle to activate hot water.  
 - Feel the water coming out of the faucet to determine if it is heating up.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 2 — INSIDE: NO HOT WATER

DEFICIENCY CRITERIA: Hot water does not dispense after handle is engaged.

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If hot water is not present, then resident cannot maintain personal hygiene, which may result in sickness.
R3	Sanitary	Direct	Special sub-set of health hazards related to hygiene. Resident cannot clean or dispose of waste or does not have clean drinking water.	If no hot water, then resident is unable to maintain household hygiene, washing clothes dishes, cleaning, etc.
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 hot water is not present, then resident is unable to fully utilize a fixture that is assumed to be included in their rent.
M1	Corrective Maintenance	Direct	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.	It is reasonable for resident or maintenance staff to report if there is no hot water and may indicate that complaint-based work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - None

REQUEST FOR HELP: - None

ACTION: - Turn faucet handle to activate hot water.  
 - Feel the water coming out of the faucet to determine if it is heating up.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

**DEFICIENCY 3 — UNIT:**      THE RELIEF VALVE DISCHARGE PIPING IS IMPROPERLY INSTALLED, INCORRECT LENGTH, TERMINATES LESS THAN 2-INCHES, OR INCORRECT MATERIAL

**DEFICIENCY CRITERIA:**      The relief valve discharge piping is improperly installed or terminates less than 2 inches above the floor or above 6 inches from waste receptor flood-level.

OR

The relief valve discharge piping is not at least 18 inches long.

OR

The relief valve discharge piping is made from something other than galvanized steel, copper or approved CPVC.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If the relief valve discharge piping is improperly installed or terminates less than 2 inches, and the pressure valve is released, then resident could suffer burns.
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 the relief valve discharge piping is improperly installed or terminates less than 2 inches, then it is likely that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:**      - Observe the water heating system to determine if the relief discharge piping is properly installed, the correct length, terminates less than 2 inches above the floor or waste receptor flood-level and is the correct material.

**REQUEST FOR HELP:**      - None

**ACTION:**      - Measure the relief discharge line for compliance.

**More Information:**      - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror; Distance measuring device

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**DEFICIENCY 3 — INSIDE:** THE RELIEF VALVE DISCHARGE PIPING IS IMPROPERLY INSTALLED, INCORRECT LENGTH, TERMINATES LESS THAN 2-INCHES, OR INCORRECT MATERIAL

**DEFICIENCY CRITERIA:** The relief valve discharge piping is improperly installed or terminates less than 2 inches above the floor or above 6 inches from waste receptor flood-level.

OR

The relief valve discharge piping is not at least 18 inches long.

OR

The relief valve discharge piping is made from something other than galvanized steel, copper or approved CPVC.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If the relief valve discharge piping is improperly installed or terminates less than 2 inches, and the pressure valve is released, then resident could suffer burns.
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 the relief valve discharge piping is improperly installed or terminates less than 2 inches, then it is likely that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:** - Observe the water heating system to determine if the relief discharge piping is properly installed, the correct length, terminates less than 2 inches above the floor or waste receptor flood-level and is the correct material.

**REQUEST FOR HELP:** - None

**ACTION:** - Measure the relief discharge line for compliance.

**More Information:** - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror; Distance measuring device

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**DEFICIENCY 3 — OUTSIDE:** THE RELIEF VALVE DISCHARGE PIPING IS IMPROPERLY INSTALLED, INCORRECT LENGTH, TERMINATES LESS THAN 2-INCHES, OR INCORRECT MATERIAL

**DEFICIENCY CRITERIA:** The relief valve discharge piping is improperly installed or terminates less than 2 inches above the floor or above 6 inches from waste receptor flood-level.

OR

The relief valve discharge piping is not at least 18 inches long.

OR

The relief valve discharge piping is made from something other than galvanized steel, copper or approved CPVC.

**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:**

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Indirect	Resident could be injured because of this condition.	If the relief valve discharge piping is improperly installed or terminates less than 2 inches, and the pressure valve is released, then resident could suffer burns.
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 the relief valve discharge piping is improperly installed or terminates less than 2 inches, then it is likely that routine maintenance activities are not being addressed.

**INSPECTION PROCESS:**

**OBSERVATION:** - Observe the water heating system to determine if the relief discharge piping is properly installed, the correct length, terminates less than 2 inches above the floor or waste receptor flood-level and is the correct material.

**REQUEST FOR HELP:** - None

**ACTION:** - Measure the relief discharge line for compliance.

**More Information:** - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror; Distance measuring device

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DEFICIENCY 4 — UNIT: CHIMNEY OR FLUE PIPING IS MISALIGNED, MISSING, OR BLOCKED

DEFICIENCY CRITERIA: Chimney or flue piping is misaligned, missing, or blocked.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If chimney or flue piping is misaligned, missing, or blocked, then resident may be exposed to carbon monoxide leaks.
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 chimney or flue piping is misaligned, missing, or blocked, then it is likely that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Look at fuel fired water heaters to ensure that the flue is present and not negatively pitched.
  - Look for holes, disconnected pieces, or misalignment at connections along the run of the flue pipe that could allow the venting of dangerous gasses into the dwelling.
  - Check taped joints to ensure that the tape is not covering a void in the flue pipe.
  - Look at horizontal flue vent connection and confirm that there is not a negative pitch in the vent.
  - Verify supports present on the pipe to maintain clearances and to avoid separation of joints or other damage.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror; Distance measuring device; Level

DEFICIENCY 4 — INSIDE: [CHIMNEY OR FLUE PIPING IS MISALIGNED, MISSING, OR BLOCKED](#)

DEFICIENCY CRITERIA: Chimney or flue piping is misaligned, missing, or blocked.

HEALTH AND SAFETY DETERMINATION: Life-Threatening This is a life-threatening issue requiring a 24-hour repair, correction, or act of abatement.

CORRECTION TIMEFRAME: 24 hours

HCV — CORRECTION TIMEFRAME: 24 hours

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If chimney or flue piping is misaligned, missing, or blocked, then resident may be exposed to carbon monoxide leaks.
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 chimney or flue piping is misaligned, missing, or blocked, then it is likely that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

- OBSERVATION:
- Look at fuel fired water heaters to ensure that the flue is present and not negatively pitched.
  - Look for holes, disconnected pieces, or misalignment at connections along the run of the flue pipe that could allow the venting of dangerous gasses into the dwelling.
  - Check taped joints to ensure that the tape is not covering a void in the flue pipe.
  - Look at horizontal flue vent connection and confirm that there is not a negative pitch in the vent.
  - Verify supports present on the pipe to maintain clearances and to avoid separation of joints or other damage.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror; Distance measuring device; Level

DEFICIENCY 5 — UNIT: [MISSING SAFETY DIVIDER](#)

DEFICIENCY CRITERIA: Fuel-fired water heater is not isolated by a safety divider or shield.

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 fuel-fired water heater is not isolated by a safety divider or shield, then resident could be exposed to carbon monoxide.
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 fuel-fired water heater is not isolated by a safety divider or shield, then it is likely that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe gas or fuel-fired water heaters to verify safety dividers are present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - The location of the water heater cannot present a hazard. The water heater's safety divider isolates the water heater.  
 - The gas or fuel-fired water heater must have design features that allow for "combustion make-up air" (e.g., vents or air ducts providing air into the water heater area).  
 - Electric water heaters are exempt from this requirement.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

DEFICIENCY 5 — INSIDE: [MISSING SAFETY DIVIDER](#)

DEFICIENCY CRITERIA: Fuel-fired water heater is not isolated by a safety divider or shield.

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 fuel-fired water heater is not isolated by a safety divider or shield, then resident could be exposed to carbon monoxide.
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 fuel-fired water heater is not isolated by a safety divider or shield, then it is likely that routine maintenance activities are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Observe gas or fuel-fired water heaters to verify safety dividers are present.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - The location of the water heater cannot present a hazard. The water heater's safety divider isolates the water heater.  
 - The gas or fuel-fired water heater must have design features that allow for "combustion make-up air" (e.g., vents or air ducts providing air into the water heater area).  
 - Electric water heaters are exempt from this requirement.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - Flashlight; Inspection mirror

TITLE: WINDOW  
 VERSION: VI.3  
 DATE PUBLISHED: 7/31/20

DEFINITION: Opening in a wall or roof of a building that is fitted with glass or other transparent material.  
 PURPOSE: To admit light or air and allow people to see out.  
 NAME VARIANTS: Casement window; Bay window; Dormer; Double hung window; Slider; Fixed pane; Skylight  
 COMMON MATERIALS: Glass; Vinyl; Fiberglass; Aluminum; Wood  
 COMMON COMPONENTS: Frame; Balance; Header; Sill; Pane; Jambs; Glass; Sash; Jamb liner; Rail  
 LOCATION:  Unit Any room that shares an exterior wall  
 Inside Any room that shares an exterior wall  
 Outside None  
 MORE INFORMATION: None

DEFICIENCY 1: Window will not open or stay open  
 LOCATION:  Unit  Inside

DEFICIENCY 2: Pane or sash is damaged or missing  
 LOCATION:  Unit  Inside

DEFICIENCY 3: Window does not close or lock  
 LOCATION:  Unit

DEFICIENCY 4: Window is missing where required  
 LOCATION:  Unit

DEFICIENCY 5: Weather stripping is damaged or missing  
 LOCATION:  Unit  Inside

DEFICIENCY I — UNIT: [WINDOW WILL NOT OPEN OR STAY OPEN](#)

DEFICIENCY CRITERIA: Window will not open.

OR

Once opened, window will not stay open without the use of a tool.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident’s mental, or physical, or psychological state.	If the window does not open or remain opened, then it may not provide appropriate ventilation. Reduced ventilation may increase indoor humidity, which provides an environment favorable for mold growth, which may trigger respiratory issues, including asthma.
R2	Safety	Indirect	Resident could be injured because of this condition.	If the window does not open or remain opened, and it closes suddenly, then it may injure the resident.
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 the window does not open or remain opened, then the resident may be unable to utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If the window does not open or remain opened, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 the window does not open or remain opened, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If the window does not open or remain opened, then it may result in capital expenditures depending on the number of windows impacted.

---

**INSPECTION PROCESS:**

- OBSERVATION:** - Look to verify the window stays open.
- REQUEST FOR HELP:** - None
- ACTION:** - Unlock and open the window fully by lifting or via crank.  
- Step back from window.  
- Following evaluation, close and lock the window.
- More Information:** - None

---

**TOOLS OR EQUIPMENT:**

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

DEFICIENCY I — INSIDE: [WINDOW WILL NOT OPEN OR STAY OPEN](#)

DEFICIENCY CRITERIA: Window will not open.

OR

Once opened, window will not stay open without the use of a tool.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Indirect	Condition could affect resident’s mental, or physical, or psychological state.	If the window does not open or remain opened, then it may not provide appropriate ventilation. Reduced ventilation may increase indoor humidity, which provides an environment favorable for mold growth, which may trigger respiratory issues, including asthma.
R2	Safety	Indirect	Resident could be injured because of this condition.	If the window does not open or remain opened, and it closes suddenly, then it may injure the resident.
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 the window does not open or remain opened, then the resident may be unable to utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If the window does not open or remain opened, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 the window does not open or remain opened, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.
M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If the window does not open or remain opened, then it may result in capital expenditures depending on the number of windows impacted.



---

**INSPECTION PROCESS:**

- OBSERVATION:** - Look to verify the window stays open.
- REQUEST FOR HELP:** - None
- ACTION:** - Unlock and open the window fully by lifting or via crank.  
- Step back from window.  
- Following evaluation, close and lock the window.
- More Information:** - None

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**TOOLS OR EQUIPMENT:**

- REQUIRED:** - None
- USEFUL:** - None
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DEFICIENCY 2 — UNIT: [PANE OR SASH IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Pane or sash is damaged (i.e. visibly defective; impacts functionality) so that it impedes a function of the window.

OR

Pane or sash 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If pane or sash is damaged or not present, then resident may be exposed to the outside elements, which could be detrimental to their health.
R2	Safety	Direct	Resident could be injured because of this condition.	If pane or sash is damaged or not present, then it may present a hazard to the resident (e.g. fall hazard for children).
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If pane or sash is damaged or not present, then the resident may be unable to control access or secure property.
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 pane or sash is damaged or not present, then resident may be unable to fully utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If pane or sash is damaged or not present, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 pane or sash is damaged or not present, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If pane or sash is damaged or not present, then it may result in capital expenditures depending on the number of windows impacted.
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**INSPECTION PROCESS:**

- OBSERVATION:**
- Look to ensure pane and sash are present.
  - Look for any damage (e.g. cracks or render the pane unstable).
- REQUEST FOR HELP:**
- None
- ACTION:**
- None
- More Information:**
- If pane is broken, then record under the sharp edges standard.

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 2 — INSIDE: [PANE OR SASH IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Pane or sash is damaged (i.e. visibly defective; impacts functionality) so that it impedes a function of the window.

OR

Pane or sash 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

HCV — CORRECTION TIMEFRAME: Within 30 days

RATIONALE:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If pane or sash is damaged or not present, then resident may be exposed to the outside elements, which could be detrimental to their health.
R2	Safety	Direct	Resident could be injured because of this condition.	If pane or sash is damaged or not present, then it may present a hazard to the resident (e.g. fall hazard for children).
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If pane or sash is damaged or not present, then the resident may be unable to control access or secure property.
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 pane or sash is damaged or not present, then resident may be unable to fully utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If pane or sash is damaged or not present, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 pane or sash is damaged or not present, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If pane or sash is damaged or not present, then it may result in capital expenditures depending on the number of windows impacted.
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**INSPECTION PROCESS:**

- OBSERVATION:**
- Look to ensure pane and sash are present.
  - Look for any damage (e.g. cracks or render the pane unstable).
- REQUEST FOR HELP:**
- None
- ACTION:**
- None
- More Information:**
- If pane is broken, then record under the sharp edges standard.

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 3 — UNIT: [WINDOW DOES NOT CLOSE OR LOCK](#)

DEFICIENCY CRITERIA: The window does not close completely.

OR

At least one window lock is not present.

OR

The window can be opened once the lock is engaged.

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
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If window does not close or lock, then resident may be exposed to the outside elements, which could be detrimental to their health.
R4	Security	Direct	Resident cannot control access to unit or property because of this condition.	If window does not close or lock, then the resident may be unable to control access or secure property.
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 window does not close or lock, then resident may be unable to fully utilize a feature that is expected to be provided and maintained as part of their rent.
M1	Corrective Maintenance	Direct	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.	If window does not close or lock, then resident will likely report it and the presence of this defect may indicate that complaint-based work orders are not being addressed.
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 window does not close or lock, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

M4	Capital Cost	Direct	This defect, on its own, is significant enough to be a capital cost to repair.	If window does not close or lock, then it may result in capital expenditures depending on the number of windows impacted.
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**INSPECTION PROCESS:**

- OBSERVATION:** - None
- REQUEST FOR HELP:** - None
- ACTION:**
- Open window and attempt to close completely.
  - If the window closes completely and the lock is present, engage lock and attempt to open window.
- More Information:**
- Windows above 8 feet and not adjacent to a structure that would allow access do not require a lock.
  - Thumb latches, "charley" bars and various pinning devices can provide adequate security for older windows where hardware is not available

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**TOOLS OR EQUIPMENT:**

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

DEFICIENCY 4 — UNIT: [WINDOW IS MISSING WHERE REQUIRED](#)

DEFICIENCY CRITERIA: Window missing in a bedroom.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R2	Safety	Direct	Resident could be injured because of this condition.	If window is missing, then illumination of the bedroom may be limited and increase the opportunity for injury due to trip hazards.

INSPECTION PROCESS:

OBSERVATION: - Verify that each bedroom has at least one window.

REQUEST FOR HELP: - None

ACTION: - None

More Information: - A window is required in kitchen and bathroom if alternate ventilation is not available and should be evaluated under the respective standards.

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None



DEFICIENCY 5 — UNIT: [WEATHER STRIPPING IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Weather stripping or seal is damaged (i.e. visibly defective; impacts functionality) and light can be seen, or air can be felt.

OR

Weather stripping or seal is missing (i.e. evidence of prior installation, but now not present or is incomplete) and light can be seen, or air can be felt.

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:

CODE	CATEGORY	TYPE	DESCRIPTION	EXPLANATION
R1	Health	Direct	Condition could affect resident's mental, or physical, or psychological state.	If weather stripping or seal is damaged or missing, then resident may be exposed to the outside elements, which could be detrimental to their health.
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 weather stripping or seal is damaged or missing, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

OBSERVATION: - Inspect the weather stripping to identify any damage (e.g. missing material or compression).

REQUEST FOR HELP: - None

ACTION: - Close the window and verify proper seal by identifying any passage of light or air.

More Information: - None

TOOLS OR EQUIPMENT:

REQUIRED: - None

USEFUL: - None

DEFICIENCY 5 — INSIDE: [WEATHER STRIPPING IS DAMAGED OR MISSING](#)

DEFICIENCY CRITERIA: Weather stripping or seal is damaged (i.e. visibly defective; impacts functionality) and light can be seen, or air can be felt.

OR

Weather stripping or seal is missing (i.e. evidence of prior installation, but now not present or is incomplete) and light can be seen, or air can be felt.

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
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 weather stripping or seal is damaged or missing, then it should be identified during routine maintenance activities and the presence of this defect may indicate that self-generated work orders are not being addressed.

INSPECTION PROCESS:

- OBSERVATION: - Inspect the weather stripping to identify any damage (e.g. missing material or compression).
- REQUEST FOR HELP: - None
- ACTION: - Close the window and verify proper seal by identifying any passage of light or air.
- More Information: - None

TOOLS OR EQUIPMENT:

- REQUIRED: - None
- USEFUL: - None