

MAINTENANCE GUIDEBOOK II INSPECTION OF DEVELOPMENTS

CHAPTER FOUR - EQUIPMENT AND TIMING

SECTION A TOOLS AND INSTRUMENTS

Inspectors, no matter how competent they are, will struggle to accomplish their goals unless they are properly equipped to perform inspections. The equipment required is neither voluminous nor expensive to provide, but is extremely valuable in expediting the inspection process. The most common items required for the inspection are:

- Flashlight,
- Small hand mirror,
- Flat-head and Phillips screwdrivers,
- Pliers,
- Voltmeter,
- Thermometer,
- Smoke-detector batteries,
- Clip board and writing instrument,
- Inspection forms.

SECTION B HUMAN SENSES

In addition to the small inspection kit described in Section A, the Inspector's senses (sight, smell, touch, hearing, and common sense) are as much a tool in the inspection process as any listed above. Focusing this tool on the task at hand, in concert with good inspection techniques and a comprehensive format, will enable the Inspector to conduct a professional, well-documented annual or periodic inspection.

SECTION C DURATION OF INSPECTION

The inspection of a living unit should require approximately 30 minutes. The time allotment for the buildings, site, systems, and special-purpose facilities will vary with the size of the development. If the Inspector discovers a condition requiring a more in-depth evaluation, he or she may decide to spend the additional time for evaluation then. However, if the cause of the problem cannot be determined in a reasonable amount of time, the situation should be noted on the inspection form and resolved later through discussion with Maintenance management.

END OF CHAPTER FOUR