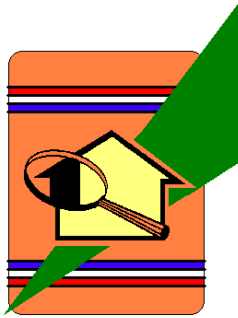


U. S. Department of Housing and Urban Development

Housing Quality Standards



September 2008

PRESENTED BY

BERNARD J. MOROSCO

CONSULTING, TRAINING AND INSPECTION SERVICES

• 56 Woodberry Road, New Hartford, NY 13413 •

PHONE (315) 794-0825 • FAX (425) 962-5854

bernie1603@aol.com

www.morosco.org

WE ARE PROUD TO BE MEMBERS AND IN ASSOCIATION WITH



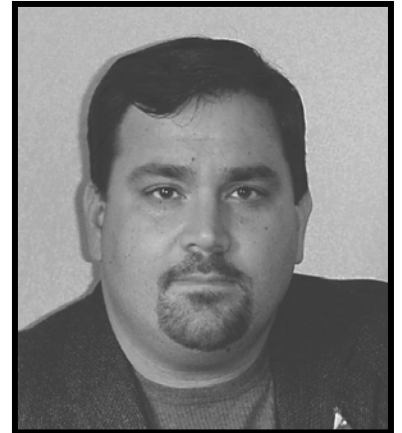
BERNARD J. MOROSCO

CONSULTING, TRAINING & INSPECTION SERVICES

YOUR TRAINER

Bernard J. Morosco, SPHM,PHM,CMH,CMM,COS,CIE

Mr. Morosco brings to class over 18 years experience in the housing field in both the Public and Private sectors. He has served as an Executive Director of two non-profit housing organizations managing low income housing and homeownership. Mr. Morosco has been a certified as an HQS inspector since 1995 and conducted thousands of HQS inspections across the nation. In addition, Mr. Morosco has been certified as a PIH-REAC inspector since the start of the program in September 1998 he has performed over 1800 official REAC inspections. Mr. Morosco was certified by REAC as a UPCS trainer in December 1999. Since then Mr. Morosco has trained over 180 classes in both UPCS & HQS. Mr. Morosco's firm also conducts HQS/UPCS annual inspections to meet PHA and Agency regulatory requirements An accomplished grant writer, Mr. Morosco has written and administered a variety of grants and proposals including HOME and CDBG, and has provided consulting services for local and state housing programs in New York State. He holds a B.A in History/Government from Columbia College and is currently pursuing a MNO/JD degree in Non-Profit Management.



Certifications

UPCS Inspector
Senior Professional Housing Manager (SPHM)

Certified Manager of Housing (CMH)
Public Housing Manager (PHM)

Certified Manager of Maintenance (CMM)
Certified Occupancy Specialist (COS)
Lead Based Paint Inspector – (NY,FL,SC,NV)
Lead Based Paint Risk Assessor– (NY,FL,SC,NV)
Certified Indoor Environmentalist (CIE)
Certified Mold Remediator (CMR)
Housing Quality Standards (HQS)

- U. S. Department of Housing and Urban Development
- National Association of Housing & Redevelopment Officials
- National Center for Housing Management
- National Association of Housing & Redevelopment Officials
- National Center for Housing Management
- National Center for Housing Management
- U.S. Environmental Protection Agency
- U.S. Environmental Protection Agency
- Indoor Air Quality Association
- Indoor Air Quality Association
- Nan McKay & Associates, Inc

*THIS PUBLICATION IS COPYWRITED BY BERNARD J. MOROSCO AND MAY NOT BE COPIED OR OTHERWISE REPRODUCED WITHOUT EXPRESS PERMISSION OF BERNARD J. MOROSCO
The use of the Term U.S. Department of Housing & Urban Development and Office of Real Estate Assessment Center does not constitute an endorsement of this document by those offices.*

Additional copies may be obtained for a fee by contacting Bernard J. Morosco at the address listed on the cover

TABLE OF CONTENTS

MODULE 1 – The HUD Requirements

Housing Quality Standards	6
Agency Responsibilities	7
Types of Housing	7-9
HQS – The players	9-11
The Inspector	11

MODULE 2 – The HQS Inspection

The HUD Inspection Checklist	13-14
How to inspect using the checklist	14-15
Multi-Unit Buildings	16
Tools & Equipment	16
Principles of a Good Inspection	17-18
Local Codes	19
The Resident Briefing	20
Sceduling	20-21

MODULE 3 – CFR 982.401 – 621 Housing Quality Standards

Part 983.401 Housing Quality Standards	23-33
Part 982.605 Single Room Occupancy	33-35
Part 982.609 Congregate Housing	35-36
Part 982.614 Group Homes	36-39
Part 982.618 Shared Housing	39-40
Part 982.621 Manufactured Homes	40

MODULE 4 – Housing Quality Standards - Specifications

Living Room	42-45
Kitchen	46-48
Bathroom	48-51
Other Rooms used for living and halls	51-54
All secondary rooms	54
Building Exterior	55-56
Heating & Plumbing	57-60
General Health & Safety	61-64

MODULE 5 – Housing Choice Voucher Program

Inspection form / Check List

The HUD Requirements



HOUSING QUALITY STANDARDS

Housing Quality Standards or “HQS” have been developed to ensure SAFE, DECENT AND SANITARY HOUSING IN GOOD REPAIR is available to qualified residents on a nationwide basis.

HQS establishes the **minimum** criteria necessary for the health and safety of persons under the Section 8 Housing Choice Voucher Program or other qualifying program and it includes both **performance requirements** (the objective of the standard) and **acceptability criteria** (minimum level of conditions to meet each standard)



HQS standards are required to be met both at **initial occupancy** and **during the term of the lease**. HQS standards apply to the building and premises, as well as the unit. Newly leased units must pass the HQS inspection before the beginning date of the assisted lease and HAP contract

HQS also provides guidance for determining unit acceptability and includes flexibility in applying the standards according to regional and local characteristics. Exceptions to the HQS criteria may be approved by the local HUD Office and may permit the Local Contracting Agency (LCA) to impose stricter standards than HQS when the LCA believes stricter criteria is in the best interest of the resident. Responsibility is split between the LCA and the resident and the LCA is the final determinant of health and safety issues while the resident determines decency and suitability.

Residents who desire a unit that has passed HQS inspection but has minor flaws may still determine the unit is suitable for their use. For example, A soiled carpet may be noted as a comment even though the resident decides they can live with the discolored carpet.



AGENCY RESPONSIBILITIES

The LCA has the responsibility and must ensure that all Section 8 Housing Choice Voucher Units meet or exceed HQS Standards.

As the housing industry moves more and more toward the voucher program the LCA must become totally familiar with the inspection process.

LCA's who do not comply with the Requirements and Guidelines are subject to sanctions such as warnings and HUD Hub office inspections or may be required to notify HUD when repairs are made in the inspected unit.



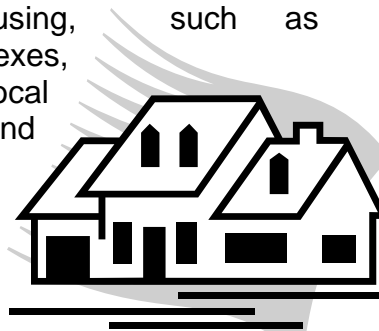
Continued failure to meet program inspection requirements may require HUD to place the LCA on a 6 to 9 month monitoring inspection schedule and reduce the Annual Contributions Contract (ACC).

In severe cases the HUD office may opt to withhold the PHA's administrative fee for the program, or impose even more penalties, such as:

- Withhold allocations of new units
- Suspend LCA authority to reissue vouchers
- Reduce the number of units leased in the program when there are unused vouchers of families who dropped out.
- Transfer the ACC and the responsibility for administration of the program to another LCA.

TYPES OF HOUSING

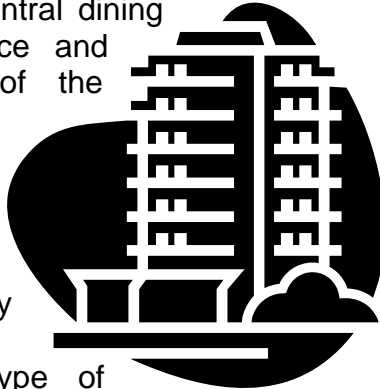
STANDARD HOUSING – (Not a HUD term) Basically all of the different kinds of housing, such as single-family homes, duplexes, apartments etc. which meet local building, plumbing, electrical and fire prevention codes.



NOTES

CONGREGATE HOUSING – Housing in which some or all of the dwelling units contain separate kitchens, and are connected with a central dining facility, some common space and related facilities for use of the residents.

One of the traditional forms is the self-contained efficiency or one-bedroom apartment in a multi-story building, such as an elderly highrise.



HQS specifies that this type of housing must contain a central dining facility and central kitchen located within the building or housing complex, and are accessible to occupants of the congregate units.

INDEPENDENT GROUP RESIDENCE (IGR) – A dwelling unit for the exclusive residential use of 2 to 12 elderly, handicapped or disabled individuals (excluding live-in assistants) The standard for IGR's include several requirements that are unique to these types of living situations. These include:

- At least one bathroom for each 4 occupants
- Barrier free accommodations for units housing persons with physical impairments.
- At least one bedroom for each two persons, plus social, recreational or community space for the IGR as a whole
- The IGR must be located in a residential neighborhood and be about the same size and have the same appearance as surrounding homes;
- Medical, commercial and community service facilities that are within walking distance or available by private or public transportation;
- Supportive services provided on a continuous, planned basis by one or more resident assistance living in the unit, or other qualified persons not living in the unit;



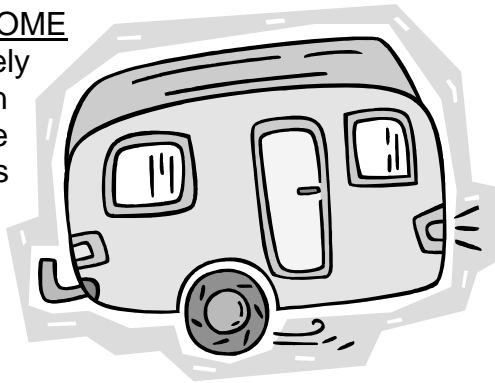
- Service Agency approval of the supportive services and the residential assistants.
- Regular monitoring throughout the term of the HAP contract of the supportive services program, by the PHA, the State or a local agency designated by the State.

A written service agreement, executed by the owner of the IGR and the service agency, submitted to the LCA with the request for lease approval, and approved by the State.

- A dwelling lease that sets for the owner's obligation for providing the supportive services executed by the owner with the individual IGR resident.
- Written approval, certification, or licensing of the IGR by the appropriate state agency.

MANUFACTURED HOME

= Must be securely anchored by tie-down devices which distribute and transform the loads imposed by the unit to appropriate ground anchors to resist sliding and overturning by wind.



SINGLE ROOM OCCUPANCY (SRO) – Must be occupied by no more than one person. In the absence of local standards for SRO's the American Public Health Association's (www.apha.org) Recommended Housing Maintenance and Occupancy Ordinance shall be used.

HQS – THE PLAYERS

THE FAMILY

Due to the fact that many families (regardless of whether they are moving into subsidized or "market-rate" housing) are currently in inadequate housing, their motivation to move in as quickly as possible is very high and they may become irritated or anxious if they cannot do so due to inspection related delays.

BERNARD J. MOROSCO

CONSULTING, TRAINING & INSPECTION SERVICES

NOTES



It is the responsibility of LCA personnel and the HQS inspector to take the time to explain that the inspection exists to protect the family against hazards in addition to meeting HUD regulations and that the overall goal is simply to increase the stock of units at a standard of health and decency.

LOCAL CONTRACTING AGENCY (LCA)

These organizations may be municipalities, public housing authorities, or non-profit corporations that contract with HUD or the State Housing Division (if they control the funding given by HUD)



They are responsible for conducting HQS inspections whenever necessary. The size of the contracting firm generally determines whether the inspection is done with in-house personnel or whether it is outsourced to an

independent agency. It is in the best interest of these agencies to quickly approve units which is positive from the perspective of the tenants and owners but can be negative if an inspection is not thorough or complete.

PROPERTY OWNER

The primary interest of the property owner is to occupy their rental units as soon and as often as possible so that they can collect rent and receive income. They may become very irritated at delays that impede the expediency of occupying their property and it is the responsibility of the inspector to have very open and clear communication with the property owners about the purpose of the inspection and the steps that will occur.

INSPECTOR

The inspector will come from a variety of backgrounds and may have extremely varying skill sets as it relates to their technical expertise. Several staffing arrangements are possible, depending upon the program needs and the available personnel. A contracting agency must consider whether it wants full time or part time staff, whether the inspections should

BERNARD J. MOROSCO

CONSULTING, TRAINING & INSPECTION SERVICES

NOTES



be in-house or outsourced and whether professionals or trained generalists (such as staff members who double in other program areas) would be more appropriate.

THE INSPECTOR – Qualifications & Responsibilities

The inspector is the single most important person in the LCA's enforcement of HQS, In addition they are equally important in public relations.

Required Skills for Success

1. Professional, Helpful and Courteous - This includes a polite respectful demeanor aware and displaying a neutral behavior on cultural, political, sexual or racial issues or questions, focus on the requirements of the program. *DO NOT DISCUSS ANYONE OR ANY PROGRAM IN A FASHION THAT COULD BE CONSTRUED AS NEGATIVE.* Additionally, appropriately dressing for the task displays clearly projects professional behavior
2. Communications Skills – This is an essential skill for explaining the requirements of the HQS program and when a unit does not meet HQS. These skills are both verbal and written.
3. Technical Skills – Assessing the need for repairs, negotiating repairs with owners and may include advising owners on where to start and possible costs for the repairs. This would demand a knowledge of construction and building systems and the desire to continually learn as construction technology continues to evolve.
4. Good Judgement – As an inspector you may be required to apply this in difficult situations. The challenge here is to apply HQS “consistently” as each unit inspected may present a unique set of conditions. Although the HUD Handbook 7420.7 and the HUD Inspection Checklist and this manual have been designed to minimize ambiguity in the application of the requirements, there will sometimes be situations where individual “field” judgment will be necessary to determine a pass or fail with respect to an existing condition.

BERNARD J. MOROSCO

CONSULTING, TRAINING & INSPECTION SERVICES

NOTES



PASS / FAIL

The HQS Inspection



THE HUD INSPECTION CHECKLIST (form HUD – 52580-A)

2. Kitchen

For each numbered item, check one box only.

Item No.	Description	Decision			If Fail, what repairs are necessary? If Inconclusive, give details. If Pass with comments, give details.	If Fail or Inconclusive, date (mm/dd/yyyy) of final approval
		Yes, Pass	No, Fail	Inconclusive		
2.1	Kitchen Area Present Is there a kitchen?	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
2.2	Electricity Are there at least one working outlet and one working, permanently installed light fixture?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
2.3	Electrical Hazards Is the kitchen free from electrical hazards?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Switch Plate missing from wall switch, replace	
2.10	Stove or Range with Oven Is there a working oven, and a stove (or range) with top burners that work? If no oven and stove (or range) are present, is there a microwave oven and, if microwave is owner-supplied, do other tenants have microwaves instead of an oven and stove (or range)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Oven door detached, repair	
2.11	Refrigerator Is there a refrigerator that works and maintains a temperature low enough so that food does not spoil over a reasonable period of time?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	dents & scratched surface, missing shelf	
2.12	Sink Is there a kitchen sink that works with hot and cold running water?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	gas turned off, no hot water	

Each item in the checklist is rated on the basis of **FAIL** or **PASS**, and some items include **INCONCLUSIVE**. The heading boxes in the decision column give the responses possible for the different conditions that could be encountered. On the page opposite of the checklist items, instructions are given for what conditions constitute Fail, Pass and Inconclusive.

FAIL

If any item fails, the unit also fails the minimum standards, it is important that the inspector explain (write in), in the far right column of the checklist, what specific conditions caused the fail rating.

The inspector should review this information with the owner to explain the failure reason and to review what would be needed to bring the unit up to standard.

NOTES

BERNARD J. MOROSCO

CONSULTING, TRAINING & INSPECTION SERVICES

PASS

The item has passed with no noticeable defects or problems, or the conditions that were present were not serious enough to warrant a fail rating.

INCONCLUSIVE

In some cases the evaluation of an item such that a PASS/FAIL decision will not be possible during the actual inspection. If this box is checked, the inspector must seek additional information from the potential or current resident, property owner, technical expert or municipal records) or discuss the item with their supervisor.

ALL INCONCLUSIVE ITEMS MUST EVENTUALLY RECEIVE A FINAL RATING OF EITHER PASS OR FAIL BEFORE CONSIDERING THE INSPECTION COMPLETED OR LEASE APPROVAL CAN OCCUR.

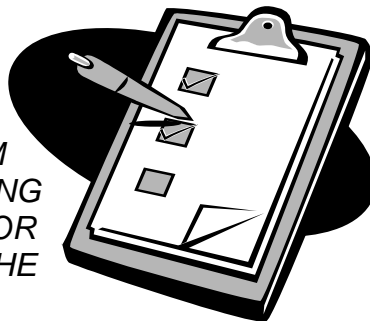
HOW TO INSPECT A UNIT USING THE CHECKLIST

The checklist has been organized in a manner so that inspectors can proceed systematically throughout the unit recording results as they go. Here are some KEY considerations:

Fill out part A General Information on the front of the checklist.

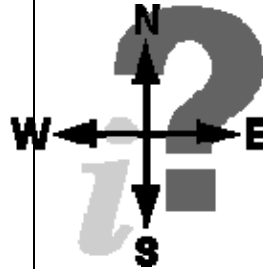
ALWAYS Complete in full the checklist on the dwelling unit to be occupied by the resident.

You as the inspector must be able to gain access to the interior of the dwelling unit **YOU CAN NOT PERFORM THE INSPECTION LOOKING THROUGH WINDOWS OR TAKING THE CLAIMS OF THE OWNER.**



Include all the areas of the Unit and any associated yards or common areas.

NOTES



AREA

Room-by-Room

CHECKLIST CATEGORY

- 1. Living Room
- 2. Kitchen
- 3. Bathroom
- 4. Other rooms used for living and halls

Basement or Utility Room

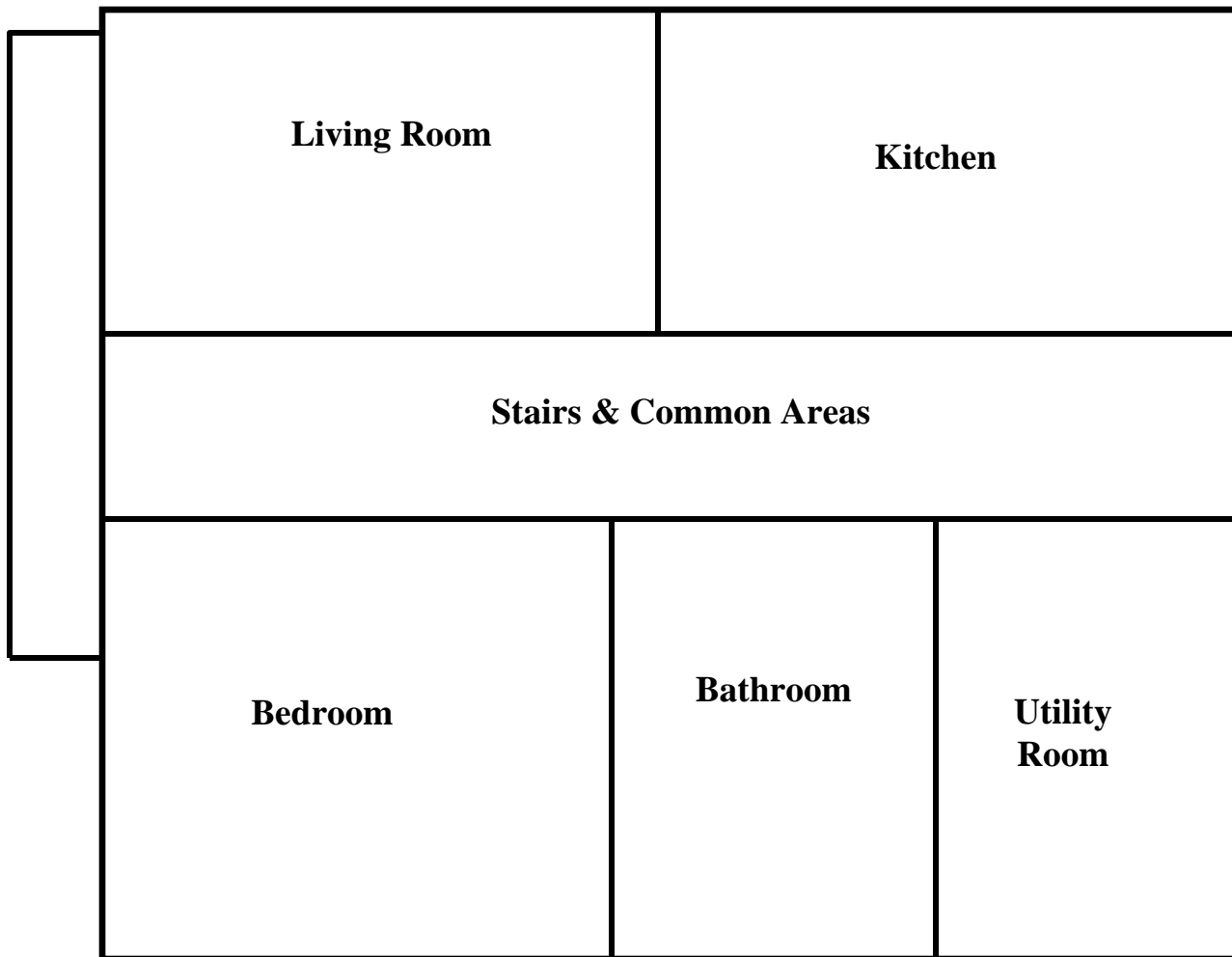
- 5. All secondary rooms
- 6. Heating and Plumbing

Building Exterior

- 7. Building Exterior

Overall

- 8. General Health & Safety



Exteriors

SAMPLE FLOOR PLAN

MULTI – UNIT BUILDINGS

BUILDING SYSTEMS - With regard to Building Systems (Heating, Plumbing and Electric Utilities) that are in a common location or serve multiple units you will need to go to that location to examine them.

Examine multi-serve systems the same as a single serve system. For example a 2 family house served by a single Hot Water tank system, you would inspect and record and deficiencies with the component in the same fashion as if it only served the HQS Unit.

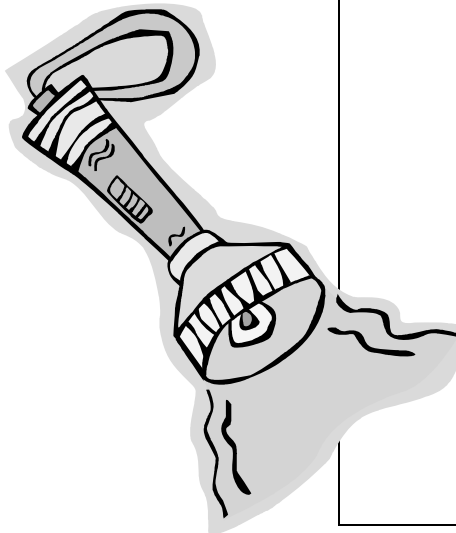
BUILDING EXTERIOR – The intent of the checklist is that the items to be inspected are those that regularly affect or could affect, the resident. For example exterior porches or railings that affect the residency.

VACANT UNITS – These units present a unique set of circumstances. You may be unable to verify the operability of certain systems because utilities may be turned off, your ONLY option is to check the items as INCONCLUSIVE at the time of inspection and obtain further verification before lease approval.

TOOLS & EQUIPMENT

An inspector should have the following tools to assist them with the HQS Inspection

Flashlight
Refrigerator/Freezer Thermometer
Oven Thermometer
Circuit Tester
Multi-purpose utility tool
Digital Camera (optional)



PRINCIPLES OF A GOOD INSPECTION

The inspector must remember that to the resident and the owner they represent the LCA and the Section 8 program. In many cases the inspector will be the single most visible contact between all parties.

Here are some of key principles for professional inspections:

CONSISTENCY AND ACCURACY – These are essential to the inspector's and LCA's position in defending decisions. If the unit fails the HQS inspection and an identical unit passes, the grounds for the LCA's defense of its decision is seriously eroded. Accuracy and Consistency measure the inspector's professional competency.

FOCUS – HQS relates to permanent aspects of the house or unit itself and not to the furnishings owned by the resident. The inspectors judgment is to concentrate only on the checklist items and should not be affected by superficial conditions such as housekeeping

OBJECTIVITY – The inspection must be conducted free of personal, ethnic or neighborhood biases. If the inspector has a background in other types of housing inspection, (e.g. code enforcement or real estate appraisal) the perspective of this previous work must not interfere with the application of the HQS Checklist.

COMPLETENESS – The inspector must completely fill out the entire checklist so that no HQS requirements are missed in evaluating the unit.

LEGIBILITY – The checklist must be filled out in a legible manner so that it can be used as a basis for assessing issues such as tenant liability for repair, reasonableness of rent charges and repair negotiations. Other individuals may need to review the checklist at a later date and must be able to read and interpret the checklist ratings and comments.

NOTES

CONFIDENTIALITY – The results of the inspection can ONLY be shared with the following parties:

LCA staff that need to know

The resident

The owner (or duly appointed representative)

JUDGMENT CALLS & EXCEPTIONS - Although both the checklist and this manual have been developed in an attempt to reduce the amount of discretion, there will be instances when an inspector must make a judgment call.

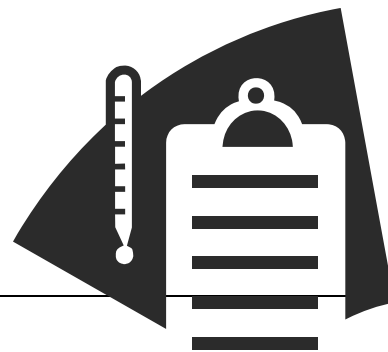
In these cases it is recommended that the inspector record in as detailed a manner as possible the reason for the decision and review that particular decision with a supervisor at the LCA.

For example the proximity of a house to an unprotected railroad right of way may pose a hazard to a family with children, but not an elderly couple. The LCA may also wish to contact the appropriate HUD field office for advice.

CREDENTIALS - It is essential that the inspector clearly represents themselves to the public as an inspector from the LCA and not from any other agency. Owners and managers may initially be hesitant to participate in the program if they confuse the HQS inspection with a municipal code inspection (with associated legal complications if the unit fails)

RECORD KEEPING - The inspector's role in the LCA's system is to guarantee that completed checklists are returned to the appropriate files as soon as possible after the inspection. At some LCA's the checklists (or a copy) will be kept with the participants folder, in a unit file or the inspector will keep the checklist (or a copy) in his or her own inspection file. Whatever the system it should allow for cross referencing of street addresses and participant ID numbers.

NOTES



LOCAL CODES

Most if not all municipalities have a variety of building related codes, these can serve as excellent backgrounds for housing inspections:

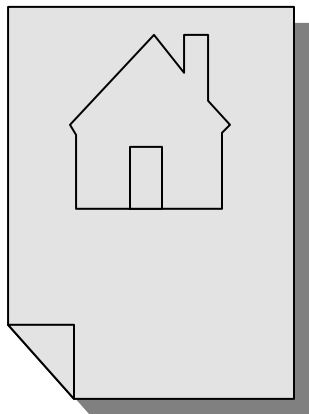
- Local Housing Code
- Local Building Code
- Local Electrical Code
- Model Codes
- Local Fire Codes

In many cases, these codes may be more stringent and comprehensive than HQS. However, specific parts of some codes may be useful as guidelines.

THE INSPECTOR MUST BE CAREFULL NOT TO APPLY AN OVERLY STRINGENT REQUIREMENT OF A LOCAL OR MODEL CODE THAT MAY BE DESIGNED PRIMARILY FOR NEW CONSTRUCTION.

THE LCA SHOULD CONSIDER REVIEWING AND APPLYING LOCAL STANDARDS AS PART OF THEIR INSPECTION STANDARDS.

There are times when the unit would pass HQS and is certified as habitable but would not be considered livable by local standards. The LCA risks litigation in this situation



NOTES

THE RESIDENT BRIEFING

An inspector may be responsible for conducting the resident briefing session in which part of the session may include an explanation of HQS. Here are some topic areas that need to be included in the brief:

1. The need and justification for HQS and the national housing policy goals to provide decent, safe, sanitary housing in good repair.
2. The HQS standards used by the LCA, at a minimum, all residents should have a basic comprehension of the concept of HQS and various elements of the HUD minimum standards
3. The LCA's own housing quality program. The briefing should explain how the LCA approaches the initial, annual and complaint inspection including procedural matters such as scheduling.
4. The HQS responsibilities of the resident, owner and LCA. These responsibilities vary among the three parties depending on the LCA.

SCHEDULING

INITIAL INSPECTION – Once a voucher holder and prospective owner have requested lease approval for a specific unit. The LCA Inspector is responsible for scheduling a unit inspection on a date the owner indicates the unit will be ready or as soon as possible thereafter. Lengthy delays (greater than 3 days) must be avoided since they may cause owners and families to lose interest in participating in the program.

Owners may incur an income loss if the unit remains unoccupied for extended periods and families may lose units to non-participating families who can move in immediately.

NOTES

ANNUAL RE-INSPECTION – The inspector must schedule the annual inspections to ensure that they are performed on a timely basis. An annual inspection should be performed no more than one year after the date of the previous inspection and must be consistent with the anniversary date of the HAP contract.

A reminder notice in advance of the intended time period for the re-inspect is required by many local laws prior to gaining entry into a unit.

The inspection should be scheduled far enough in advance of the lease renewal date to provide for potential necessary repairs to be completed for the renewal date. Also try to schedule the inspection with the resident present as they are an important source of information to the owner's provision of maintenance, services and utilities.

COMPLAINT INSPECTION – When a complaint is made by either the resident or owner as a result of an unsatisfactory item covered in HQS an inspection must be made.

The inspector should schedule this inspection as soon as possible and identify those issues which are present or not present. When possible the inspection should have both resident and owner present.

VERIFICATION RE-INSPECTION – When an issue that failed a unit on an Initial, Recertification or Complaint inspection has been corrected, the inspector must physically re-inspect the issue in question to verify that it was corrected.



NOTES

CFR 982.401 - 621

Housing Quality Standards



PERFORMANCE REQUIREMENTS & ACCEPTABILITY CRITERIA

PART 983.401 – Housing Quality Standards

Performance and acceptability requirements - This section states the housing quality standards (HQS) for housing assisted in the programs.

The HQS consist of: **Performance requirements**; and **Acceptability criteria** or HUD approved variations in the acceptability criteria.

This section states performance and acceptability criteria for these key aspects of housing quality:

- (A) Sanitary facilities;
- (B) Food preparation and refuse disposal;
- (C) Space and security;
- (D) Thermal environment;
- (E) Illumination and electricity;
- (F) Structure and materials;
- (G) Interior air quality;
- (H) Water supply;
- (I) Lead-based paint;
- (J) Access;
- (K) Site and neighborhood;
- (L) Sanitary condition; and
- (M) Smoke detectors.

All program housing must meet the HQS **performance requirements** both at commencement of assisted occupancy, and throughout the assisted tenancy.

NOTES

In addition to meeting HQS **performance requirements**, the housing must meet the acceptability criteria stated in this section, unless variations are approved by HUD.

HUD may approve acceptability criteria variations for the following purposes:

(A) Variations which apply standards in local housing codes or other codes adopted by the PHA; or

(B) Variations because of local climatic or geographic conditions.

Acceptability criteria variations may only be approved by HUD pursuant to paragraph (a)(4)(ii) of this section if such variations either:

(A) Meet or exceed the **performance requirements**; or

(B) Significantly expand affordable housing opportunities for families assisted under the program.

HUD will not approve any acceptability criteria variation if HUD believes that such variation is likely to adversely affect the health or safety of participant families, or severely restrict housing choice.

SANITARY FACILITIES

Performance Requirement

The dwelling unit must include sanitary facilities located in the unit. The sanitary facilities must be in proper operating condition, and adequate for personal cleanliness and the disposal of human waste. The sanitary facilities must be usable in privacy.

Acceptability Criteria

The bathroom must be located in a separate private room and have a flush toilet in proper operating condition.

NOTES



The dwelling unit must have a fixed basin in proper operating condition, with a sink trap and hot and cold running water.

The dwelling unit must have a shower or a tub in proper operating condition with hot and cold running water.

The facilities must utilize an approvable public or private disposal system (including a locally approvable septic system)

FOOD PREPARATION & REFUSE DISPOSAL

Performance Requirement

The dwelling unit must have suitable space and equipment to store, prepare, and serve foods in a sanitary manner.

There must be adequate facilities and services for the sanitary disposal of food wastes and refuse, including facilities for temporary storage where necessary (e.g, garbage cans)

Acceptability Criteria

The dwelling unit must have an oven, and a stove or range, and a refrigerator of appropriate size for the family. All of the equipment must be in proper operating condition.

The equipment may be supplied by either the owner or the family. A microwave oven may be substituted for a tenant-supplied oven and stove or range.

A microwave oven may be substituted for an owner-supplied oven and stove or range if the tenant agrees and microwave ovens are furnished instead of an oven and stove or range to both subsidized and unsubsidized tenants in the building or premises.

The dwelling unit must have a kitchen sink in proper operating condition, with a sink trap and hot and cold running water. The sink must drain into an approvable public or private system.

NOTES



The dwelling unit must have space for the storage, preparation, and serving of food.

There must be facilities and services for the sanitary disposal of food waste and refuse, including temporary storage facilities where necessary (e.g., garbage cans).

SPACE & SECURITY

Performance Requirement

The dwelling unit must provide adequate space and security for the family.

Acceptability Criteria

At a minimum, the dwelling unit must have a living room, a kitchen area, and a bathroom.

The dwelling unit must have at least one bedroom or living/sleeping room for each two persons. Children of opposite sex, other than very young children, may not be required to occupy the same bedroom or living/sleeping room.

Dwelling unit windows that are accessible from the outside, such as basement, first floor, and fire escape windows, must be lockable (such as window units with sash pins or sash locks, and combination windows with latches). Windows that are nailed shut are acceptable only if these windows are not needed for ventilation or as an alternate exit in case of fire.

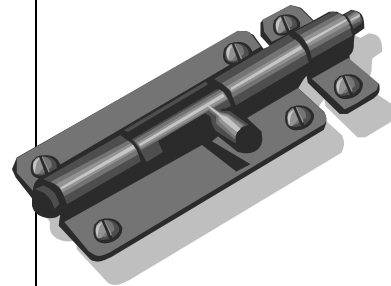
The exterior doors of the dwelling unit must be lockable. Exterior doors are doors by which someone can enter or exit the dwelling unit.

THERMAL ENVIRONMENT

Performance Requirement

The dwelling unit must have and be capable of maintaining a thermal environment healthy for the human body.

NOTES



Acceptabilty Criteria

There must be a safe system for heating the dwelling unit (and a safe cooling system, where present). The system must be in proper operating condition. The system must be able to provide adequate heat (and cooling, if applicable), either directly or indirectly, to each room, in order to assure a healthy living environment appropriate to the climate.

The dwelling unit must not contain unvented room heaters that burn gas, oil, or kerosene. Electric heaters are acceptable.

ILLUMINATION AND ELECTRICITY

Performance Requirement

Each room must have adequate natural or artificial illumination to permit normal indoor activities and to support the health and safety of occupants. The dwelling unit must have sufficient electrical sources so occupants can use essential electrical appliances.

The electrical fixtures and wiring must ensure safety from fire.

Acceptabilty Criteria

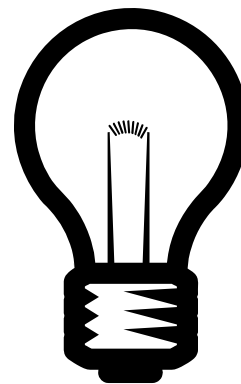
There must be at least one window in the living room and in each sleeping room.

The kitchen area and the bathroom must have a permanent ceiling or wall light fixture in proper operating condition. The kitchen area must also have at least one electrical outlet in proper operating condition.

The living room and each bedroom must have at least two electrical outlets in proper operating condition. Permanent overhead or wall-mounted light fixtures may count as one of the required electrical outlets.



NOTES



STRUCTURE & MATERIALS

Performance Requirement

The dwelling unit must be structurally sound. The structure must not present any threat to the health and safety of the occupants and must protect the occupants from the environment.

Acceptability Criteria

Ceilings, walls, and floors must not have any serious defects such as severe bulging or leaning, large holes, loose surface materials, severe buckling, missing parts, or other serious damage.

The roof must be structurally sound and weathertight.

The exterior wall structure and surface must not have any serious defects such as serious leaning, buckling, sagging, large holes, or defects that may result in air infiltration or vermin infestation.

The condition and equipment of interior and exterior stairs, halls, porches, walkways, etc., must not present a danger of tripping and falling. For example, broken or missing steps or loose boards are unacceptable.

Elevators must be working and safe.

INTERIOR AIR QUALITY

Performance Requirement

The dwelling unit must be free of pollutants in the air at levels that threaten the health of the occupants.

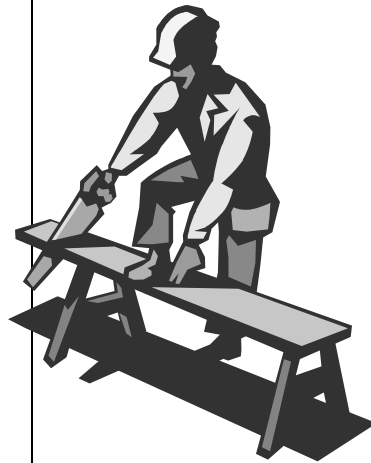
Acceptability Criteria

The dwelling unit must be free from dangerous levels of air pollution from carbon monoxide, sewer gas, fuel gas, dust, and other harmful pollutants.

There must be adequate air circulation in the dwelling unit. Bathroom areas must have one operable window or other adequate exhaust ventilation.

Any room used for sleeping must have at least one window. If the window is designed to be operable, the window must work.

NOTES



WATER SUPPLY

Performance Requirement

The water supply must be free from contamination.

Acceptabilty Criteria

The dwelling unit must be served by an approvable public or private water supply that is sanitary and free from contamination.

ACCESS

Performance Requirement and Acceptabilty Criteria

The dwelling unit must be able to be used and maintained without unauthorized use of other private properties. The building must provide an alternate means of exit in case of fire (such as fire stairs or egress through windows).

SITE & NEIGHBORHOOD

Performance Requirement

The site and neighborhood must be reasonably free from disturbing noises and reverberations and other dangers to the health, safety, and general welfare of the occupants.

Acceptabilty Criteria

The site and neighborhood may not be subject to serious adverse environmental conditions, natural or manmade, such as dangerous walks or steps; instability; flooding, poor drainage, septic tank back-ups or sewage hazards; mudslides; abnormal air pollution, smoke or dust; excessive noise, vibration or vehicular traffic; excessive accumulations of trash; vermin or rodent infestation; or fire hazards.

SANITARY CONDITION

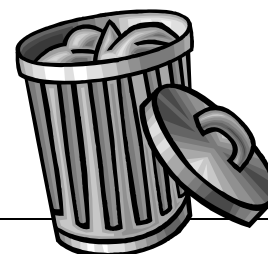
Performance Requirement

The dwelling unit and its equipment must be in sanitary condition.

Acceptabilty Criteria

The dwelling unit and its equipment must be free of vermin and rodent infestation.

NOTES



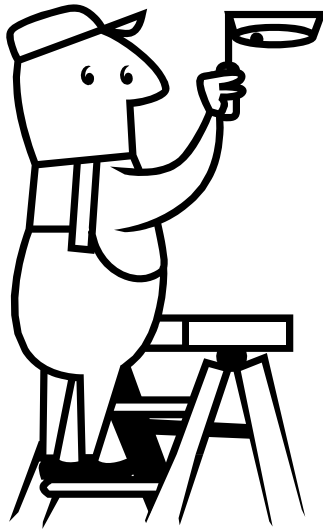
SMOKE DETECTORS

Performance Requirement

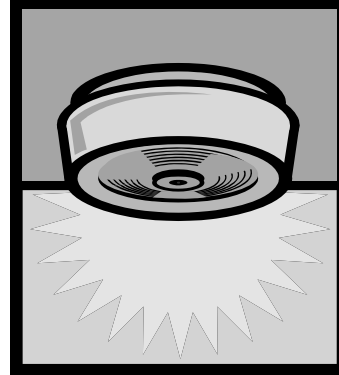
Except as provided in the below section, each dwelling unit must have **at least one battery-operated or hard-wired smoke detector**, in proper operating condition, **on each level of the dwelling unit, including basements** but excepting crawl spaces and unfinished attics.

Smoke detectors must be installed in accordance with and meet the requirements of the National Fire Protection Association Standard (NFPA) 74 (or its successor standards). If the dwelling unit is occupied by any hearing-impaired person, - smoke detectors must have an alarm system, designed for hearing-impaired persons as specified in NFPA 74 (or successor standards).

For units assisted prior to April 24, 1993, owners who installed battery-operated or hard-wired smoke detectors prior to April 24, 1993 in compliance with HUD's smoke detector requirements, including the regulations published on July 30, 1992, (57 FR 33846), will not be required subsequently to comply with any additional requirements mandated by NFPA 74 (i.e., the owner would not be required to install a smoke detector in a basement not used for living purposes, nor would the owner be required to change the location of the smoke detectors that have already been installed on the other floors of the unit).



NOTES



LEAD BASE PAINT

Purpose & Applicability erformance Requirement

The Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations at part 35, subparts A, B, M, and R of this title apply to units assisted under this part.

Definitions

Applicable Surface

All intact and non-intact interior and exterior painted surfaces of a residential structure

Chewable Surface

All chewable protruding painted surfaces up five feet from the floor or ground, which are readily accessible to children under seven years of age (e.g. protruding corners, windowsills and frames, doors and frames, and other protruding woodwork.)

Defective paint surface

Paint on applicable surfaces that is cracking, scaling, chipping, peeling or loos.

Elevated blood level or EBL

Excessive absorption of lead, that is, a confined concentration of lead in whole blood of 10 ug/dl (micrograms of lead per deciliter of whole blood) or greater.

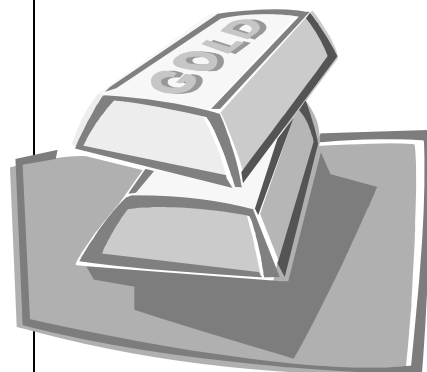
Lead-based paint

A paint surface, whether or not defective, identified as having a lead content greater than or equal to 1 mg/cm².

Defective Paint

In the case of a unit, for a family which includes a chilled under the age of seven years, which was constructed prior to 1978, the initial inspection under 982 and each periodic inspection under 982 shal include an inspection for defective paint surfaces.

NOTES



NOTES

If defective surfaces are found treatment as required by 24 CFR 35.24 shall be required in accordance with 982 as appropriate.

Correction of defective paint conditions discovered at periodic inspection shall be completed within 30 days of LCA notification to the owner.

When weather conditions prevent completion of repainting exterior surfaces within 30 day period, repainting may be delayed, but covering or removal of the defective paint must be completed within the prescribed period.

Chewable surfaces

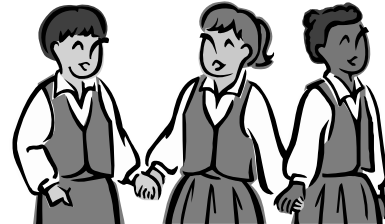
In the case of a unit constructed prior to 1978, for a family which includes a child under the age of seven years with an identified EBL condition, the initial inspection under 982, or a periodic inspection under 982 shall include a test for lead based paint on chewable surfaces. Testing shall be conducted by a state or local health or housing agency or an organization recognized by HUD. Lead content shall be tested by using an x-ray florescence anylyzer (XRF) or other method approved by HUD. Test readings of 1 mg/cm² or higher using an XRF shall be considered positive for the presence of lead –based paint. Where lead-based paint on chewable surfaces is identified, covering or removal of the paint surfaces in accordance with 24 CFR part 35 shall be required in accordance with 982 as appropriate, and correction shall be completed within the time limits set forth above.

Abatement without Testing

In lieu of the procedures set forth above, the LCA may at its discretion, forego testing and require the owner to abate all interior and exterior chewable surfaces in accordance with the method set out at 24 CFR part 35.

Tenant Protection

The owner shall take appropriate action to protect tenants from hazards associated with abatement procedures.



Records

The LCA shall keep a copy of each inspection report for at least 3 years, If a unit requires testing or if the unit requires treatment of chewable surfaces based on the testing, the LCA shall keep indefinitely the results and, if applicable, the owner certification of treatment. The records shall indicate which chewable surfaces in units have been tested and which chewable surfaces in the units have been treated. If records establish that certain chewable surfaces were tested or tested and treated in accordance with the standards prescribed in this section such as chewable surfaces do not have to be tested or treated again at a subsequent time.

PART 982.605 – Single Room Occupancy (SRO) HQS

The HQS in Sec. 982.401 apply to SRO housing. However, the standards in this section apply in place of Sec. 982.401(b) (sanitary facilities), Sec. 982.401(c) (food preparation and refuse disposal), and Sec. 982.401(d) (space and security). Since the SRO units will not house children, the housing quality standards in Sec. 982.401(j), concerning lead-based paint, do not apply to SRO housing.

Performance requirements. SRO housing is subject to the additional **performance requirements** in this paragraph.

Sanitary facilities, and space and security characteristics must meet local code standards for SRO housing. In the absence of applicable local code standards for SRO housing, the following standards apply:

Sanitary facilities. At least one flush toilet that can be used in privacy, lavatory basin, and bathtub or shower, in proper operating condition, must be supplied for each six persons or fewer residing in the SRO housing.

NOTES

If SRO units are leased only to males, flush urinals may be substituted for not more than one-half the required number of flush toilets. However, there must be at least one flush toilet in the building.

Every lavatory basin and bathtub or shower must be supplied at all times with an adequate quantity of hot and cold running water.

All of these facilities must be in proper operating condition, and must be adequate for personal cleanliness and the disposal of human waste. The facilities must utilize an approvable public or private disposal system.

Sanitary facilities must be reasonably accessible from a common hall or passageway to all persons sharing them. These facilities may not be located more than one floor above or below the SRO unit. Sanitary facilities may not be located below grade unless the SRO units are located on that level.

Space and security. No more than one person may reside in an SRO unit.

An SRO unit must contain at least one hundred ten square feet of floor space.

An SRO unit must contain at least four square feet of closet space for each resident (with an unobstructed height of at least five feet). If there is less closet space, space equal to the amount of the deficiency must be subtracted from the area of the habitable room space when determining the amount of floor space in the SRO unit. The SRO unit must contain at least one hundred ten square feet of remaining floor space after subtracting the amount of the deficiency in minimum closet space.

Exterior doors and windows accessible from outside an SRO unit must be lockable.

NOTES

Access. Access doors to an SRO unit must have locks for privacy in proper operating condition.

An SRO unit must have immediate access to two or more approved means of exit, appropriately marked, leading to safe and open space at ground level, and any means of exit required by State and local law.

The resident must be able to access an SRO unit without passing through any other unit.

Sprinkler system. A sprinkler system that protects all major spaces, hard wired smoke detectors, and such other fire and safety improvements as State or local law may require must be installed in each building. The term "major spaces" means hallways, large common areas, and other areas specified in local fire, building, or safety codes.

PART 982.609 – Congregate Housing HQS

The HQS in Sec. 982.401 apply to congregate housing. However, the standards in this section apply in place of Sec. 982.401(c) (food preparation and refuse disposal). Congregate housing is not subject to the HQS acceptability requirement in Sec. 982.401(d)(2)(i) that the dwelling unit must have a kitchen area.

Food preparation and refuse disposal:

The following additional **performance requirements** apply to congregate housing:

The unit must contain a refrigerator of appropriate size.

There must be central kitchen and dining facilities on the premises. These facilities:

NOTES

Must be located within the premises, and accessible to the residents;

Must contain suitable space and equipment to store, prepare, and serve food in a sanitary manner;

Must be used to provide a food service that is provided for the residents, and that is not provided by the residents; and

Must be for the primary use of residents of the congregate units and be sufficient in size to accommodate the residents.

There must be adequate facilities and services for the sanitary disposal of food waste and refuse, including facilities for temporary storage where necessary.

PART 982.614 – Group Home HQS

The PHA may not give approval to reside in a group home unless the unit, including the portion of the unit available for use by the assisted person under the lease, meets the housing quality standards. The HQS in Sec. 982.401 apply to assistance in a group home. However, the standards in this section apply in place of Sec. 982.401(b) (sanitary facilities), Sec. 982.401(c) (food preparation and refuse disposal), Sec. 982.401(d) (space and security), Sec. 982.401(g) (structure and materials) and Sec. 982.401(l) (site and neighborhood). The entire unit must comply with the HQS.

The following additional **performance requirements** apply to a group home:

Sanitary facilities. There must be a bathroom in the unit. The unit must contain, and an assisted resident must have ready access to:

A flush toilet that can be used in privacy;

NOTES

A fixed basin with hot and cold running water; and

A shower or bathtub with hot and cold running water.

All of these facilities must be in proper operating condition, and must be adequate for personal cleanliness and the disposal of human waste. The facilities must utilize an approvable public or private disposal system.

The unit may contain private or common sanitary facilities. However, the facilities must be sufficient in number so that they need not be shared by more than four residents of the group home.

(iv) Sanitary facilities in the group home must be readily accessible to and usable by residents, including persons with disabilities.

Food preparation and service. The unit must contain a kitchen and a dining area. There must be adequate space to store, prepare, and serve foods in a sanitary manner.

Food preparation and service equipment must be in proper operating condition. The equipment must be adequate for the number of residents in the group home. The unit must contain the following equipment:

A stove or range, and oven;

A refrigerator; and

A kitchen sink with hot and cold running water. The sink must drain into an approvable public or private disposal system.

There must be adequate facilities and services for the sanitary disposal of food waste and refuse, including facilities for temporary storage where necessary.

The unit may contain private or common facilities for food preparation and service.

NOTES

Space and security.

The unit must provide adequate space and security for the assisted person.

The unit must contain a living room, kitchen, dining area, bathroom, and other appropriate social, recreational or community space.

The unit must contain at least one bedroom of appropriate size for each two persons.

Doors and windows that are accessible from outside the unit must be lockable.

Structure and material. The unit must be structurally sound to avoid any threat to the health and safety of the residents, and to protect the residents from the environment.

Ceilings, walls, and floors must not have any serious defects such as severe bulging or leaning, loose surface materials, severe buckling or noticeable movement under walking stress, missing parts or other significant damage.

The roof structure must be firm, and the roof must be weathertight. The exterior or wall structure and exterior wall surface may not have any serious defects such as serious leaning, buckling, sagging, cracks or large holes, loose siding, or other serious damage.

The condition and equipment of interior and exterior stairways, halls, porches, walkways, etc., must not present a danger of tripping or falling. Elevators must be maintained in safe operating condition.

The group home must be accessible to and usable by a resident with disabilities.

Site and neighborhood. The site and neighborhood must be reasonably free from disturbing noises and reverberations and other hazards to the health,

NOTES

safety, and general welfare of the residents. The site and neighborhood may not be subject to serious adverse environmental conditions, natural or manmade, such as dangerous walks or steps, instability, flooding, poor drainage, septic tank back-ups, sewage hazards or mud slides, abnormal air pollution, smoke or dust, excessive noise, vibrations or vehicular traffic, excessive accumulations of trash, vermin or rodent infestation, or fire hazards. The unit must be located in a residential setting.

PART 982.618 – Shared Housing HQS

The LCA may not give approval to reside in shared housing unless the entire unit, including the portion of the unit available for use by the assisted family under its lease, meets the housing quality standards.

The HQS in Sec. 982.401 apply to assistance in shared housing. However, the HQS standards in this section apply in place of Sec. 982.401(d) (space and security).

Facilities available for family. The facilities available for the use of an assisted family in shared housing under the family's lease must include (whether in the family's private space or in the common space) a living room, sanitary facilities in accordance with Sec. 982.401(b), and food preparation and refuse disposal facilities in accordance with Sec. 982.401(c).

Space and security

The entire unit must provide adequate space and security for all its residents (whether assisted or unassisted).

Each unit must contain private space for each assisted family, plus common space for shared use by the residents of the unit. Common space must be appropriate for shared use by the residents.

The private space for each assisted family must contain at least one bedroom for each two persons in the family.

NOTES

The number of bedrooms in the private space of an assisted family may not be less than the family unit size.

A zero or one bedroom unit may not be used for shared housing.

PART 982.621 – Manufactured Homes HQS

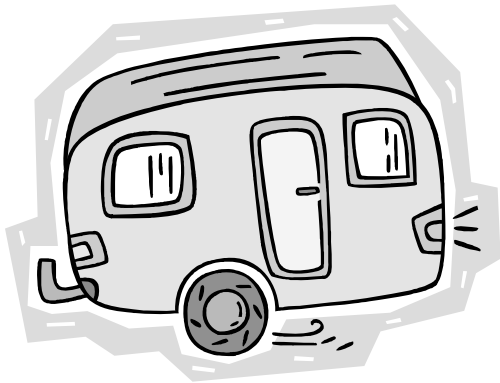
A manufactured home must meet all the HQS **performance requirements** and acceptability criteria in Sec. 982.401. A manufactured home also must meet the following requirements:

Performance requirement.

A manufactured home must be placed on the site in a stable manner, and must be free from hazards such as sliding or wind damage.

Acceptability criteria.

A manufactured home must be securely anchored by a tie-down device that distributes and transfers the loads imposed by the unit to appropriate ground anchors to resist wind overturning and sliding.



NOTES

Housing Quality Standards



ITEM BY ITEM SPECIFICATIONS

1. Living Room

1.1 Living Room Present

Note: If the unit is an efficiency apartment, consider the living room present.

1.2 Electricity

In order to qualify, the outlets must be present and properly installed in the baseboard, wall or floor of the room. Do not count a single duplex receptacle as two outlets, i.e., there must be **two** of these in the room, or **one** of these **plus a permanently installed ceiling or wall light fixture**.

Both the outlets and/or the light must be working. Usually, a room will have sufficient lights or electrical appliances plugged into outlets to determine workability. Be sure light fixture does not fail just because the bulb is burned out.

Do not count any of the following items or fixtures as outlets/fixtures:

Table or floor lamps (these are **not** permanent light fixtures); ceiling lamps plugged into socket; extension cords.

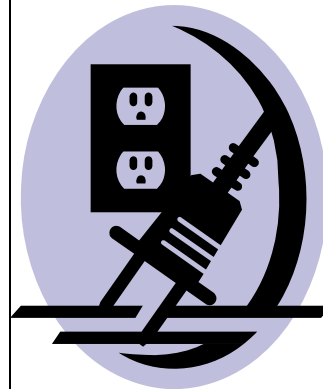
If the electric service to the unit has been temporarily turned off check "Inconclusive." Contact owner or manager after inspection to verify that electricity functions properly when service is turned on. Record this information on the checklist.

1.3 Electrical Hazards

Examples of what this means: broken wiring; noninsulated wiring; frayed wiring; improper types of wiring, connections or insulation; wires lying in or located near standing water or other unsafe places; light fixture hanging from electric wiring without other firm support or fixture; missing cover plates on switches or outlets; badly cracked outlets; exposed fuse box connections; overloaded circuits evidenced by frequently "blown" fuses (ask the tenant).

Check "Inconclusive" if you are uncertain about severity of the problem and seek expert advice.

NOTES



1.4 Security

“Accessible to outside” means: doors open to the outside or to a common public hall; windows accessible from the outside (e.g. basement and first floor); windows or doors leading onto a fire escape, porch or other outside place that can be reached from the ground.

“Lockable” means: the window or door has a properly working lock, or is nailed shut, or the window is not designed to be opened. A storm window lock that is working properly is acceptable. Windows that are nailed shut are acceptable only if these windows are not needed for ventilation or as an alternate exit in case of fire.

1.5 Window Condition

Rate the windows in the room (including windows in doors). “Severe deterioration” means that the window no longer has the capacity to keep out the wind and the rain or is a cutting hazard. Examples are: missing or broken-out panes; dangerously loose cracked panes; windows that will not close; windows that, when closed, do not form a reasonably tight seal.

If more than one window in the room is in this condition, give details in the space provided on the right of the form.

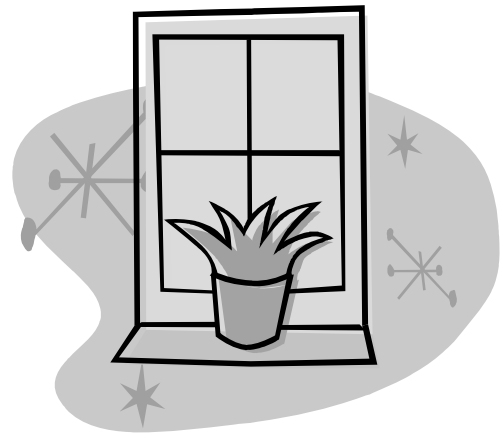
If there is only “moderate deterioration” of the windows the item should “Pass.” “Moderate deterioration” means windows which are reasonably weather-tight, but show evidence of some aging, abuse, or lack of repair. Signs of deterioration are: minor crack in window pane; splintered sill; signs of some minor rotting in the window frame or the window itself; window panes loose because of missing window putty.

Also for deteriorated and peeling paint see 1.9. If more than one window is in this condition, give details in the space provided on the right of the form.

1.6 Ceiling Condition

“Unsound or hazardous” means the presence of such serious defects that either a potential exists for

NOTES



structural collapse or that large cracks or holes allow significant drafts to enter the unit.

The condition includes: severe bulging or buckling; large holes; missing parts; falling or in danger of falling loose surface materials (other than paper or paint).

Pass ceilings that are basically sound but have some nonhazardous defects, including: small holes or cracks; missing or broken ceiling tiles; water stains; soiled surfaces; unpainted surfaces; peeling paint (for peeling paint see item 1.9).

1.7 Wall Condition

“Unsound or hazardous” includes: serious defects such that the structural safety of the building is threatened, such as severe buckling, bulging or leaning; damaged or loose structural members; large holes; air infiltration.

Pass walls that are basically sound but have some nonhazardous defects, including: small or shallow holes; cracks; loose or missing parts; unpainted surfaces; peeling paint (for peeling paint see item 1.9).

1.8 Floor Condition

“Unsound or hazardous” means the presence of such serious defects that a potential exists for structural collapse or other threats to safety (e.g., tripping) or large cracks or holes allow substantial drafts from below the floor. The condition includes: severe buckling or major movements under walking stress; damaged or missing parts.

Pass floors that are basically sound but have some nonhazardous defects, including: heavily worn or damaged floor surface (for example, scratches or gouges in surface, missing portions of tile or linoleum, previous water damage).

If there is a floor covering, also note the condition, especially if badly worn or soiled. If there is a floor covering, including paint or sealant, also note the conditions, specially if badly worn, soiled or peeling (for peeling paint, see 1.9).

NOTES



1.9 Lead-Based Paint

Housing Choice Voucher Units If the unit was built January 1, 1978, or after, no child under age six will occupy or currently occupies it, is a 0-BR, elderly or handicapped unit with no children under age six on the lease or expected, has been certified leadbased paint free by a certified lead-based paint inspector (no lead-based paint present or no lead-based paint present after removal of lead-based paint.), check NA and do not inspect painted surfaces.

This requirement applies to all painted surfaces (building components) within the unit. (Do not include tenant belongings).

Surfaces to receive a visual assessment for deteriorated paint include walls, floors, ceilings, built in cabinets (sink bases), baseboards, doors, door frames, windows systems including mullions, sills, or frames and any other painted building component within the unit. Deteriorated paint includes any painted surface that is peeling, chipping, chalking, cracking, damaged or otherwise separated from the substrate.

All deteriorated paint surfaces **more than 2 sq. ft. in any one interior room or space, or more than 10% of the total surface area of an interior type of component with a small surface area (i.e., window sills, baseboards, and trim)** must be stabilized (corrected) in accordance with all safe work practice requirements and clearance is required. **If the deteriorated painted surface is less than 2 sq. ft. or less than 10% of the component, only stabilization is required. Clearance testing is not required.** Stabilization means removal of deteriorated paint, repair of the substrate, and application of a new protective coating or paint. Lead-Based Paint Owner Certification is required following stabilization activities, except for de minimis level repairs.

NOTES



2. Kitchen

2.1 Kitchen Area Present

Note: A kitchen is an area used for preparation of meals. It may be either a separate room or an area of a larger room (for example, a kitchen area in an efficiency apartment). **2.2 - 2.9 Explanation for these items is the same as that provided for "Living Room" with the following modifications:**

2.2 Electricity

Note: The requirement is that at least one outlet and one permanent light fixture are present and working.

2.5 Window Condition

Note: The absence of a window does not fail this item in the kitchen. If there is no window, check "Pass."

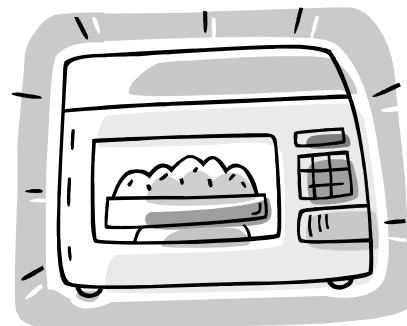
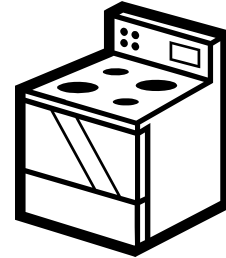
2.10 Stove or Range with Oven

Both an oven and a stove (or range) with top burners must be present and working. If either is missing and you know that the owner is responsible for supplying these appliances, check "Fail." Put check in "Inconclusive" column if the tenant is responsible for supplying the appliances and he or she has not yet moved in. Contact tenant or prospective tenant to gain verification that facility will be supplied and is in working condition. Hot plates are not acceptable substitutes for these facilities.

An oven is not working if it will not heat up. To be working a stove or range must have all burners working and knobs to turn them off and on. Under "working condition," also look for hazardous gas hook-ups evidenced by strong gas smells; these should fail. (Be sure that this condition is not confused with an unlit pilot light -a condition that should be noted, but does not fail.)

If both an oven and a stove or range are present, but the gas or electricity are turned off, check "Inconclusive." Contact owner or manager to get verification that facility works when gas is turned on. If both an oven and a stove or range are present and working, but defects exist, check "Pass" and note these to the right of the form.

NOTES



Possible defects are marked, dented, or scratched surfaces; cracked burner ring; limited size relative to family needs.

A microwave oven may be substituted for a tenant-supplied oven and stove (or range).

A microwave oven may be substituted for an owner-supplied oven and stove (or range) if the tenant agrees and microwave ovens are furnished instead of ovens and stoves (or ranges) to both subsidized and unsubsidized tenants in the building or premises.

2.11 Refrigerator

If no refrigerator is present, use the same criteria for marking either "Fail" or "Inconclusive" as were used for the oven and stove or range.

A refrigerator is not working if it will not maintain a temperature low enough to keep food from spoiling over a reasonable period of time.

If the electricity is turned off, mark "Inconclusive." Contact owner (or tenant if unit is occupied) to get verification of working condition.

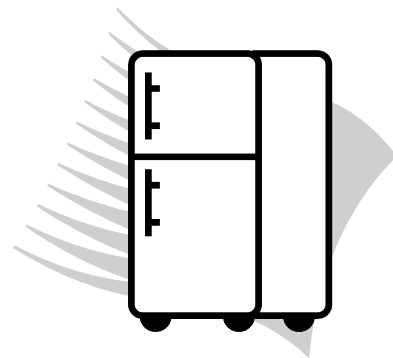
If the refrigerator is present and working but defects exist, note these to the right of the form. Possible minor defects include: broken or missing interior shelving; dented or scratched interior or exterior surfaces; minor deterioration of door seal; loose door handle.

2.12 Sink

If a permanently attached kitchen sink is not present in the kitchen or kitchen area, mark "Fail." A sink in a bathroom or a portable basin will not satisfy this requirement. A sink is not working unless it has running hot and cold water from the faucets and a properly connected and properly working drain (with a "gas trap").

In a vacant apartment, the hot water may have been turned off and there will be no hot water. Mark this "Inconclusive." Check with owner or manager to verify that hot water is available when service is turned on.

NOTES



If a working sink has defects, note this to the right of the item. Possible minor defects include: dripping faucet; marked, dented, or scratched surface; slow drain; missing or broken drain stopper.

2.13 Space for Storage, Preparation, and Serving of Food

Some space must be available for the storage, preparation, and serving of food. If there is no built-in space for food storage and preparation, a table used for food preparation and a portable storage cabinet will satisfy the requirement. If there is no built-in space, and no room for a table and portable cabinet, check "Inconclusive" and discuss with the tenant. The tenant makes the final determination as to whether or not this space is acceptable.

If there are some minor defects, check "Pass" and make notes to the right. Possible defects include: marked, dented, or scratched surfaces; broken shelving or cabinet doors; broken drawers or cabinet hardware; limited size relative to family needs.

3. Bathroom

3.1 Bathroom Present

Most units have easily identifiable bathrooms (i.e., a separate room with toilet, washbasin and tub or shower). In some cases, however, you will encounter units with scattered bathroom facilities (i.e., toilet, washbasin and tub or shower located in separate parts of the unit).

At a minimum, there must be an enclosure around the toilet. In this case, count the enclosure around the toilet as the bathroom and proceed with 3.2-3.9 below, with respect to this enclosure.

If there is more than one bathroom that is normally used, rate the one that is in best condition for Part 3. If there is a second bathroom that is also used, complete Part 4 of the checklist for this room. (See Inspection Manual for additional notes on rating the second bathroom.)

NOTES



3.2 - 3.9 Explanation for these items is the same as that provided for “Living Room” with the following modifications:

3.2 Electricity

Note: The requirement is that at least one permanent light fixture is present and working

3.3 Electrical Hazards

Note: In addition to the previously mentioned hazards, outlets that are located where water might splash or collect are considered an electrical hazard.

3.5 Window Condition

Note: The absence of a window does not fail this item in the bathroom (see item 3.13, Ventilation, for relevance of window with respect to ventilation). If there is no window, but a working vent system is present, check “Pass.”

3.7 Wall Condition

Note: Include under nonhazardous defects (that would pass, but should be noted) the following: broken or loose tile; deteriorated grouting at tub/wall and tub/floor joints, or tiled surfaces; water stains.

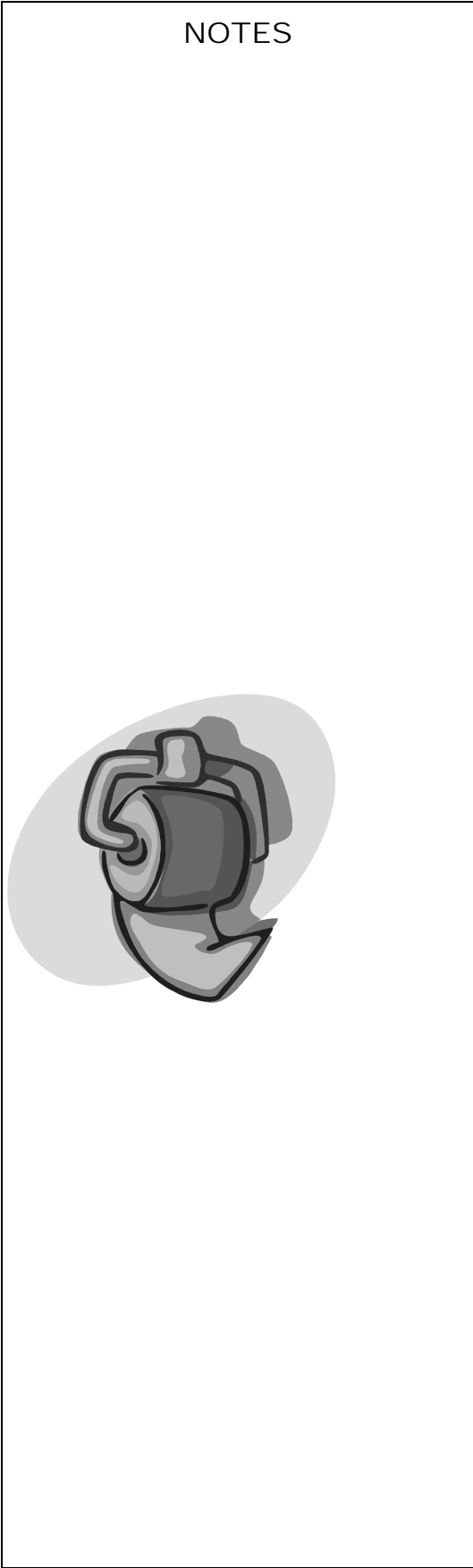
3.8 Floor Condition

Note: Include under nonhazardous defects (that would pass, but should be noted) the following: missing floor tiles; water stains.

3.10 Flush Toilet in Enclosed Room in Unit

The toilet must be contained within the unit, be in proper operating condition, and be available for the exclusive use of the occupants of the unit (i.e., outhouses or facilities shared by occupants of other units are not acceptable). It must allow for privacy.

Not working means: the toilet is not connected to a water supply; it is not connected to a sewer drain; it is clogged; it does not have a trap; the connections, vents or traps are faulty to the extent that severe leakage of water or escape of gases occurs; the flushing mechanism does not function properly. If the water to the unit has been turned off, check "Inconclusive." Obtain verification from owner or manager that facility works properly when water is turned on.



Comment to the right of the form if the toilet is “present, exclusive, and working,” but has the following types of defects: constant running; chipped or broken porcelain; slow draining.

If drain blockage is more serious and occurs further in the sewer line, causing backup, check item 7.6, “Fail,” under the plumbing and heating part of the checklist. A sign of serious sewer blockage is the presence of numerous backed-up drains.

3.11 Fixed Wash Basin or Lavatory in Unit

The wash basin must be permanently installed (i.e., a portable wash basin does not satisfy the requirement). Also, a kitchen sink used to pass the requirements under Part 2 of the checklist (kitchen facilities) cannot also serve as the bathroom wash basin. The wash basin may be located separate from the other bathroom facilities (e.g., in a hallway).

Not working means: the wash basin is not connected to a system that will deliver hot and cold running water; it is not connected to a properly operating drain; the connectors (or vents or traps) are faulty to the extent that severe leakage of water or escape of sewer gases occurs. If the water to the unit or the hot water unit has been turned off, check “Inconclusive.” Obtain verification from owner or manager that the system is in working condition.

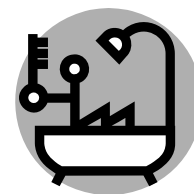
Comment to the right of the form if the wash basin is “present and working,” but has the following types of minor defects: insufficient water pressure; dripping faucets; minor leaks; cracked or chipped porcelain; slow drain (see discussion above under 3.10).

3.12 Tub or Shower in Unit

Not present means that neither a tub nor shower is present in the unit. Again, these facilities need not be in the same room with the rest of the bathroom facilities. They must, however, be private.

Not working covers the same requirements detailed above for wash basin (3.11).

NOTES



Comment to the right of the form if the tub or shower is present and working, but has the following types of defects: dripping faucet; minor leaks; cracked porcelain; slow drain (see discussion under 3.10); absent or broken support rod for shower curtain.

3.13 Ventilation

Working vent systems include: ventilation shafts (non-mechanical vents) and electric fans. Electric vent fans must function when switch is turned on. (Make sure that any malfunctions are not due to the fan not being plugged in.) If electric current to the unit has not been turned on (and there is no openable window), check "Inconclusive." Obtain verification from owner or manager that system works. Note: exhaust vents must be vented to the outside, attic, or crawlspace.

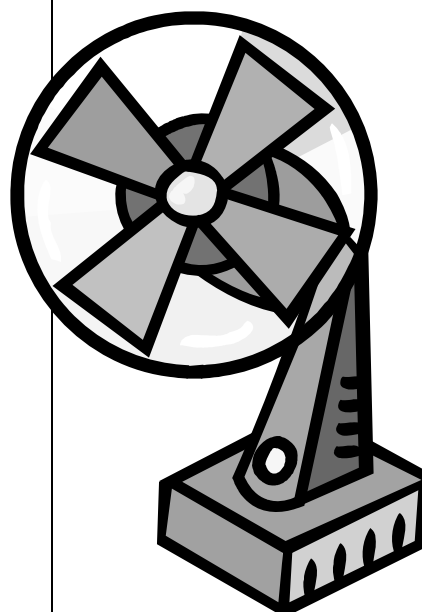
4. Other Room Used for Living and Halls

Complete an "Other Room" checklist for as many other rooms used for living" as are present in the unit and not already noted in Parts 1, 2, and 3 of the checklist. See the discussion below for definition of "used for living." Also complete an "Other Room" checklist for all entrance halls, corridors, and staircases that are located within the unit and are part of the area used for living. If a hall, entry and/or stairway are contiguous, rate them as a whole (i.e., as part of one space).

Additional forms for rating "Other Rooms" are provided in the checklist. Definition of "used for living." Rooms "used for living" are areas of the unit that are walked through or lived in on a regular basis. Do not include rooms or other areas that have been permanently, or near permanently, closed off or areas that are infrequently entered.

For example, do not include a utility room, attached shed, attached closed-in porch, basement, or garage if they are closed off from the main living area or are infrequently entered. Do include any of these areas if they are frequently used (e.g., a finished basement/playroom,

NOTES



a closed-in porch that is used as a bedroom during summer months). Occasional use of a washer or dryer in an otherwise unused room does not constitute regular use.

If the unit is vacant and you do not know the eventual use of a particular room, complete an "Other Room" checklist if there is any chance that the room will be used on a regular basis.

If there is no chance that the room will be used on a regular basis, do not include it (e.g., an unfinished basement) since it will be checked under Part 5, All Secondary Rooms (Rooms not used for living).

4.1 Room Code and Room Location

Enter the appropriate room code given below:

Room Codes:

- 1 = Bedroom or any other room used for sleeping (regardless of type of room)
- 2 = Dining Room or Dining Area
- 3 = Second Living Room, Family Room, Den, Playroom, TV Room
- 4 = Entrance Halls, Corridors, Halls, Staircases
- 5 = Additional Bathroom (also check presence of sink trap and clogged toilet)
- 6 = Other

Room Location: Write on the line provided the location of the room with respect to the unit's width, length and floor level as if you were standing outside the unit facing the entrance to the unit: right/left/center: record whether the room is situated to the right, left, or center of the unit. front/rear/center: record whether the room is situated to the back, front or center of the unit. floor level: identify the floor level on which the room is located.

If the unit is vacant, you may have some difficulty predicting the eventual use of a room. Before giving any room a code of 1 (bedroom), the room must meet all of the requirements for a "room used for sleeping" (see items 4. 2 and 4.5).

NOTES

4.2 - 4.9 Explanations of these items are the same as those provided for "Living Room" with the following modifications:

4.2 Electricity/Illumination

If the room code is not a "1," the room must have a means of natural or artificial illumination such as a permanent light fixture, wall outlet present, or light from a window in the room or near the room. If any required item is missing, check "Fail." If the electricity is turned off, check "Inconclusive."

4.5 Window Condition

Any room used for sleeping must have at least one window. If the windows in sleeping rooms are designed to be opened, at least one window must be openable. The minimum standards do not require a window in "other rooms." Therefore, if there is no window in another room not used for sleeping, check "Pass," and note "no window" in the area for comments.

4.6 Smoke Detectors

At least one battery-operated or hard-wired smoke detector must be present and working on each level of the unit, including the basement, but not the crawl spaces and unfinished attic.

Smoke detectors must be installed in accordance with and meet the requirements of the National Fire Protection Association Standard (NFPA) 74 (or its successor standards).

If the dwelling unit is occupied by any hearing-impaired person, smoke detectors must have an alarm system designed for hearing-impaired persons as specified in NFPA 74 (or successor standards).

If the unit was under HAP contract prior to April 24, 1993, owners who installed battery-operated or hard-wired smoke detectors in compliance with HUD's smoke detector requirements, including the regulations published on July 30, 1992 (57 FR 33846), will not be required subsequently to comply with any additional requirements mandated by NFPA 74 (i.e. the owner would not be required to install a smoke detector in a basement not used for living purposes, nor would the owner

NOTES



be required to change the location of the smoke detectors that have already been installed on the other floors of the unit). In this case, check "Pass" and note under comments.

Additional Notes

For staircases, the adequacy of light and condition of the stair rails and railings is covered under Part 8 of the checklist (General Health and Safety)

5. All Secondary Rooms (Rooms not used for living)

If any room in the unit did not meet the requirements for "other room used for living" in Part 4, it is to be considered a "secondary room (not used for living)," Rate all of these rooms together (i.e., a single Part 5 checklist for all secondary rooms in the unit).

Inspection is required of the following two items since hazardous defects under these items could jeopardize the rest of the unit, even if present in rooms not used for living: 5.2 Security, 5.3 Electrical Hazards. Also, be observant of any other potentially hazardous features in these rooms and record under 5.4

5.1 None

If there are no "Secondary Rooms (rooms not used for living)," check "None" and go on to Part 6.

5.2 - 5.4 Explanations of these items is the same as those provided for "Living Room"

Additional Note

In recording "other potentially hazardous features," note (in the space provided) the means of access to the room with the hazard and check the box under "Inconclusive." Discuss the hazard with the HA inspection supervisor to determine "Pass" or "Fail." Include defects like: large holes in floor, walls or ceilings; evidence of structural collapse; windows in condition of severe deterioration; and deteriorated paint surfaces.

NOTES

6. Building Exterior

6.1 Condition of Foundation

"Unsound or hazardous" means foundations with severe structural defects indicating the potential for structural collapse; or foundations that allow significant entry of ground water (for example, evidenced by flooding of basement).

6.2 Condition of Stairs, Rails, and Porches

"Unsound or hazardous" means: stairs, porches, balconies, or decks with severe structural defects; broken, rotting, or missing steps; absence of a handrail when there are extended lengths of steps (generally four or more consecutive steps); absence of or insecure railings around a porch or balcony which is approximately 30 inches or more above the ground.

6.3 Condition of Roof and Gutters

"Unsound and hazardous" means: The roof has serious defects such as serious buckling or sagging, indicating the potential of structural collapse; large holes or other defects that would result in significant air or water infiltration (in most cases severe exterior defects will be reflected in equally serious surface defects within the unit, e.g., buckling, water damage). The gutters, downspouts and soffits (area under the eaves) show serious decay and have allowed the entry of significant air or water into the interior of the structure. Gutters and downspouts are, however, not required to pass. If the roof is not observable and there is no sign of interior water damage, check "Pass."

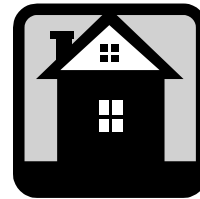
6.4 Condition of Exterior Surfaces

See definition above for roof, item 6.3.

6.5 Condition of Chimney

The chimney should not be seriously leaning or showing evidence of significant disintegration (i.e., many missing bricks).

NOTES



6.6 Lead-Based Paint: Exterior Surfaces

Housing Choice Voucher Units If the unit was built January 1, 1978 or after, no child under age six will occupy or currently occupies, is a 0-BR, elderly or handicapped unit with no children under age six on the lease or expected, has been certified leadbased paint free by a certified lead-based paint inspector (no lead-based paint present or no lead-based paint present after removal of lead), check NA and do not inspect painted surfaces .

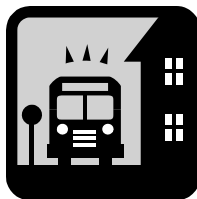
Visual assessment for deteriorated paint applies to all exterior painted surfaces (building components) associated with the assisted unit including windows, window sills, exterior walls, floors, porches, railings, doors, decks, stairs, play areas, garages, fences or other areas if frequented by children under age six.

All deteriorated paint surfaces **more than 20 sq. ft. on exterior surfaces** must be stabilized (corrected) in accordance with all safe work practice requirements. **If the painted surface is less than 20 sq. ft., only stabilization is required. Clearance testing is not required.**

Stabilization means removal of deteriorated paint, repair of the substrate, and application of a new protective coating or paint. Lead-Based Paint Owner Certification is required following stabilization activities except for de minimis level repairs.

6.7 Manufactured Homes: Tie Downs

Manufactured homes must be placed on a site in a stable manner and be free from hazards such as sliding and wind damage. Manufactured homes must be securely anchored by a tiedown device which distributes and transfers the loads imposed by the unit to appropriate ground anchors so as to resist wind overturning and sliding, unless a variation has been approved by the HUD Field Office.



NOTES

7. Heating and Plumbing

7.1 Adequacy of Heating Equipment

“Adequate heat” means that the heating system is capable of delivering enough heat to assure a healthy environment in the unit (appropriate to the climate). The HA is responsible for defining what constitutes a healthy living environment in the area of the country in which it operates.

Local codes (city or state codes) should be instructive in arriving at a reasonable local definition.

For example, for heat adequacy, local codes often require that the unit’s heating facility be capable of maintaining a given temperature level during a designated time period.

Portable electric room heaters or kitchen stoves or ranges with a built-in heat unit are not acceptable as a primary source of heat for units located in areas where climate conditions require regular heating.

“Directly or indirectly to all rooms used for living” means: “directly” means that each room used for living has a heat source (e.g., working radiator; working hot air register; baseboard heat)

“indirectly” means that, if there is no heat source present in the room, heat can enter the room easily from a heated adjacent room (e.g a dining room may not have a radiator, but would receive heat from the heated living room through a large open archway).

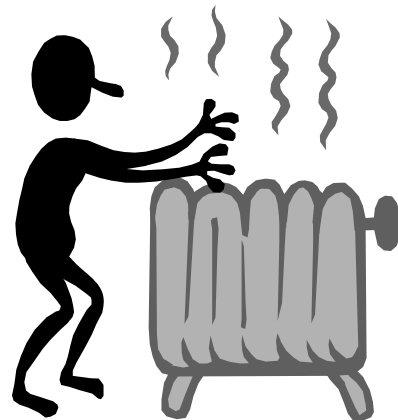
If the heating system in the unit works, but there is some question whether a room without a heat source would receive adequate indirect heat, check “Inconclusive” and verify adequacy from tenant or owner (e.g., unheated bedroom at the end of a long hallway).

How to determine the capability of the heating system: If the unit is occupied, usually the quickest way to determine the capability of the heating system over time is to question the tenant. If the unit is not occupied, or the tenant has not lived in the unit during the months when heat would be needed, check “Inclusive.”

BERNARD J. MOROSCO

CONSULTING, TRAINING & INSPECTION SERVICES

NOTES



It will be necessary to question the owner on this point after the inspection has been completed and, if possible, to question other tenants (if it is a multi-unit structure) about the adequacy of heat provided.

Under some circumstances, the adequacy of heat can be determined by a simple comparison of the size of the heating system to the area to be heated. For example, a small permanently installed space heater in a living room is probably inadequate for heating anything larger than a relatively small apartment.

7.2 Safety of Heating Equipment

Examples of “unvented fuel burning space heaters” are: portable kerosene units; unvented open flame portable units.

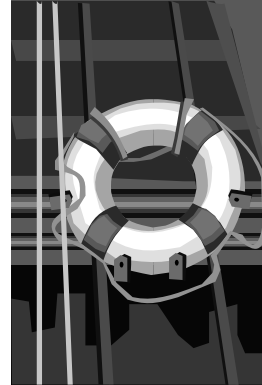
“Other unsafe conditions” include: breakage or damage to heating system such that there is a potential for fire or other threats to safety; improper connection of flues allowing exhaust gases to enter the living area; improper installation of equipment (e.g., proximity of fuel tank to heat source, absence of safety devices); indications of improper use of equipment (e.g., evidence of heavy build-up of soot, creosote, or other substance in the chimney); disintegrating equipment; combustible materials near heat source or flue. See Inspection Manual for a more detailed discussion of the inspection of safety aspects of the heating systems.

If you are unable to gain access to the primary heating system in the unit check “Inconclusive.” Contact the owner or manager for verification of safety of the system. If the system has passed a recent local inspection, check “Pass.”

This applies especially to units in which heat is provided by a large scale, complex central heating system that serves multiple units (e.g., a boiler in the basement of a large apartment building). In most cases, a large scale heating system for a multi-unit building will be subject to periodic safety inspections by a local public agency.

Check with the owner or manager to determine the date and outcome of the last such inspection, or look

NOTES



for an inspection certificate posted on the heating system.

7.3 Ventilation and Adequacy of Cooling

If the tenant is present and has occupied the unit during the summer months, inquire about the adequacy of air flow.

If the tenant is not present or has not occupied the unit during the summer months, test a sample of windows to see that they open (see Inspection Manual for instruction).

“Working cooling equipment” includes: central (fan) ventilation system; evaporative cooling system; room or central air conditioning. Check “Inconclusive” if there are no openable windows and it is impossible, or inappropriate, to test whether a cooling system works.

Check with other tenants in the building (in a multi-unit structure) and with the owner or manager for verification of the adequacy of ventilation and cooling.

7.4 Water Heater

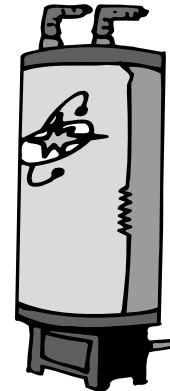
“Location presents hazard” means that the gas or oil water heater is located in living areas or closets where safety hazards may exist (e.g., water heater located in very cluttered closet with cloth and paper items stacked against it). Gas water heaters in bedrooms or other living areas must have safety dividers or shields.

Water heaters must have a temperature-pressure relief valve and discharge line (directed toward the floor or outside of the living area) as a safeguard against build up of steam if the water heater malfunctions. If not, they are not properly equipped and shall fail.

To pass, gas or oil fired water heaters must be vented into a properly installed chimney or flue leading outside. Electric water heaters do not require venting. If it is impossible to view the water heater, check “Inconclusive.”

Obtain verification of safety of system from owner or manager. Check "Pass" if the water heater has passed a local inspection. This applies primarily to hot

NOTES



water that is supplied by a large scale complex water heating system that serves multiple units (e.g., water heating system in large apartment building).
Check in the same manner described for heating system safety, item 7.2, above.

7.5 Water Supply

If the structure is connected to a city or town water system, check "Pass." If the structure has a private water supply (usually in rural areas) inquire into the nature of the supply (probably from the owner) and whether it is approvable by an appropriate public agency.

General note: If items 7.5, 7.6, or 7.7 are checked "Inconclusive," check with owner or manager for verification of adequacy.

7.6 Plumbing

"Major leaks" means that main water drain and feed pipes (often located in the basement) are seriously leaking. (Leaks present at specific facilities have already been evaluated under the checklist items for "Bathroom" and "Kitchen.")

"Corrosion" (causing serious and persistent levels of rust or contamination in the drinking water) can be determined by observing the color of the drinking water at several taps. Badly corroded pipes will produce noticeably brownish water. If the tenant is currently occupying the unit, he or she should be able to provide information about the persistence of this condition. (Make sure that the "rusty water" is not a temporary condition caused by city or town maintenance of main water lines.) See general note under 7.5.

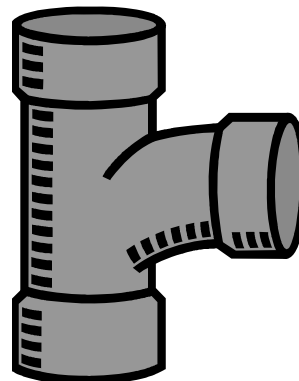
7.7 Sewer Connection

If the structure is connected to the city or town sewer system, check "Pass." If the structure has its own private disposal system (e.g., septic field), inquire into the nature of the system and determine whether this type of system can meet appropriate health and safety regulations. The following conditions constitute "evidence of sewer back up": strong sewer gas smell in the basement or outside of unit; numerous clogged or very slow drains; marshy areas outside of unit above septic field. See general note under 7.5.

BERNARD J. MOROSCO

CONSULTING, TRAINING & INSPECTION SERVICES

NOTES



8. General Health and Safety

8.1 Access to Unit

“Through another unit” means that access to the unit is only possible by means of passage through another dwelling unit.

8.2 Exits

“Acceptable fire exit” means that the building must have an alternative means of exit that meets local or State regulations in case of fire; this could include: An openable window if the unit is on the first floor or second floor or easily accessible to the ground.

A back door opening on to a porch with a stairway leading to the ground. Fire escape, fire ladder, or fire stairs.

“Blocked” means that the exit is not useable due to conditions such as debris, storage, door or window nailed shut, broken lock. Important note: The HA has the final responsibility for deciding whether the type of emergency exit is acceptable, although the tenant should assist in making the decision.

8.3 Evidence of Infestation

“Presence of rats, or severe infestation by mice or vermin” (such as roaches) is evidenced by: rat holes; droppings; rat runs; numerous settings of rat poison. If the unit is occupied, ask the tenant,

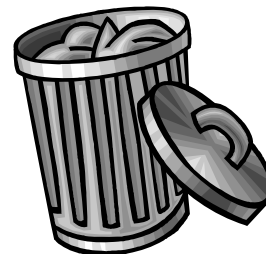
8.4 Garbage and Debris

“Heavy accumulation” means large piles of trash and garbage, discarded furniture, and other debris (not temporarily stored awaiting removal) that might harbor rodents, This may occur inside the unit, in common areas, or outside. It usually means a level of accumulation beyond the capacity of an individual to pick up within an hour or two.

8.5 Refuse Disposal

“Adequate covered facilities” includes: trash cans with covers, garbage chutes, “dumpsters” (i.e., large scale refuse boxes with lids); trash bags (if approvable by local public agency). “Approvable by local public agency” means that the local Health and Sanitation Department (city, town or county) approves the type of facility in use.

NOTES



BERNARD J. MOROSCO

CONSULTING, TRAINING & INSPECTION SERVICES

Note: During the period when the HA is setting up its inspection program, it will check with the local health and sanitation department to determine which types of facilities are acceptable and include this in the inspection requirements.

If the unit is vacant and there are no adequate covered facilities present, check “Inconclusive.” Contact the owner or manager for verification of facilities provided when the unit is occupied.

8.6 Interior Stairs and Common Halls

“Loose, broken, or missing steps” should fail if they present a serious risk of tripping or falling.

A handrail is required on extended sections of stairs (generally four or more consecutive steps). A railing is required on unprotected heights such as around stairwells.

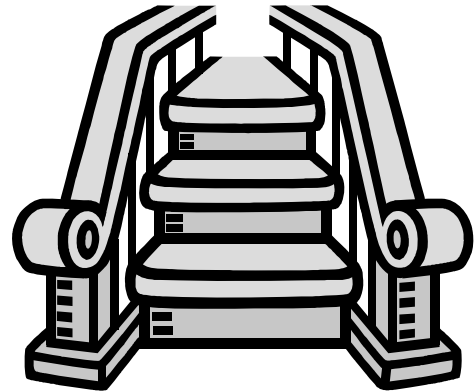
“Other hazards” would be conditions such as bare electrical wires and tripping hazards.

Housing Choice Voucher Units If the unit was built January 1, 1978, or after, no child under six will occupy or currently occupies it, is a 0-BR, elderly or handicapped unit with no children under six on the lease or expected, has been certified lead-based paint free by a certified lead-based paint inspector (no lead-based paint present or no lead-based paint present after removal of lead-based paint.), check NA and do not inspect painted surfaces.

This requirement applies to all painted surfaces (building components) within the unit. (Do not include tenant belongings).

Surfaces to receive a visual assessment for deteriorated paint include walls, floors, ceilings, built in cabinets (sink bases), baseboards, doors, door frames, windows systems including mullions, sills, or frames and any other painted building component within the unit. Deteriorated paint includes any painted surface that is peeling, chipping, chalking, cracking, damaged or otherwise separated from the substrate.

NOTES



All deteriorated paint surfaces **more than 2 sq. ft. in any one interior room or space, or more than 10% of the total surface area of an interior type of component with a small surface area (i.e., window sills, baseboards, and trim)** must be stabilized (corrected) in accordance with all safe work practice requirements and clearance is required. **If the deteriorated painted surface is less than 2 sq. ft. or less than 10% of the component, only stabilization is required. Clearance testing is not required.** Stabilization means removal of deteriorated paint, repair of the substrate, and application of a new protective coating or paint. Lead-Based Paint Owner Certification is required following stabilization activities, except for de minimis level repairs.

8.7 Other Interior Hazards

Examples of other hazards might be: a broken bathroom fixture with a sharp edge in a location where it represents a hazard; a protruding nail in a doorway.

8.8 Elevators

Note: At the time the HA is setting up its inspection program, it will determine local licensing practices for elevators. Inspectors should then be aware of these practices in evaluating this item (e.g., check inspection date). If no elevator check “Not Applicable.”

8.9 Interior Air Quality

If the inspector has any questions about whether an existing poor air quality condition should be considered dangerous, he or she should check with the local Health and Safety Department (city, town or county).

8.10 Site and Neighborhood Conditions

Examples of conditions that would “seriously and continuously endanger the health or safety of the residents” are: other buildings on, or near the property, that pose serious hazards (e.g., dilapidated shed or garage with potential for structural collapse), evidence of flooding or major drainage problems, evidence of mud slides or large land settlement or collapse, proximity to open sewage, unprotected heights (cliffs, quarries, mines, sandpits), fire hazards, abnormal air pollution or smoke which continues throughout

the year and is determined to seriously endanger health, and continuous or excessive vibration of vehicular traffic (if the unit is occupied, ask the tenant).

8.11 Lead-Based Paint: Owner Certification

If the owner is required to correct any lead-based paint hazards at the property including deteriorated paint or other hazards identified by a visual assessor, a certified lead-based paint risk assessor, or certified lead-based paint inspector, the PHA must obtain certification that the work has been done in accordance with all applicable requirements of 24 CFR Part 35. The Lead-Based Paint Owner Certification must be received by the PHA before the execution of the HAP contract or within the time period stated by the PHA in the owner HQS violation notice. Receipt of the completed and signed Lead-Based Paint Owner Certification signifies that all HQS lead-based paint requirements have been met and no re-inspection by the HQS inspector is required.

NOTES

Housing Quality Standards



INSPECTION FORM – HUD CHECKLIST SHORT FORM