

THDA Uniform Physical Condition Standards Checklist

NOTE: If any item on any of these lists is in a condition that could possibly cause damage to the structure or the health and safety of a person, or persons in or around the structure, the issue must be recorded on this UPCS checklist as an Emergency Repair (ER) item and reported to the resident, if applicable, and, if a rental property, to the property owner. Rental property owners must correct the issue and protect the health and safety of the occupants within 24 hours as provided in the applicable program manual.

Inspectable Area: **Site**

Property ID / Name: _____

Inspection Date: _____

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
Fencing and Gates	Damaged/Falling/Leaning			An interior or exterior fence, security fence, or gate is damaged and does not function as it should or could threaten safety or security.
	Holes			The hole is larger than 6 inches by 6 inches.
	Missing Sections			An exterior fence, security fence, or gate is missing a section, which could threaten safety or security.
Grounds	Erosion / Rutting Areas			Advanced erosion threatens the safety of pedestrians or makes an area of the grounds unusable.
	Overgrown / Penetrating Vegetation			Plants have visibly damaged a component, area, or system of the property or have made them unusable/unpassable.
	Ponding / Site Drainage			Accumulation has made a large section of the grounds—unusable for its intended purpose.
Health & Safety	Air Quality - Sewer Odor Detected			You detect sewer odors that could pose a health risk if inhaled for prolonged periods.
	Air Quality - Propane / Natural Gas / Methane Gas Detected			You detect strong propane, natural gas, or methane gas odors.
	Electrical Hazards - Exposed Wires / Open Panels			You see exposed bare wires or openings in electrical panels.
	Electrical Hazards - Water Leaks on/near Electrical Equipment			You see water leaking, puddling, or ponding on or immediately near any electrical apparatus.

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Flammable Materials - Improperly Stored			Flammable / Combustible Materials or fluids must be stored in the proper, and marked container.
	Garbage and Debris - Outdoors			Excessive amounts of garbage or debris or not stored in proper containers.
	Hazards - Other			If you see any general defects or hazards that pose risk of bodily injury, you must note them.
	Hazards - Sharp Edges			You see any physical defect that could cause cutting or breaking human skin or other bodily harm--generally in commonly used or traveled areas.
	Hazards - Tripping			You see any physical defect that poses a tripping risk, generally in walkways or other traveled areas.
	Infestation - Insects			You see evidence of infestation of insects--including roaches and ants--throughout a unit or room.
	Infestation - Rats / Mice / Vermin			If you see insects, mice, etc. or the signs of an infestation (droppings, etc.), rat or mice holes.
Mailboxes	Mailbox Missing / Damaged			The U.S. Postal Service resident/unit mailbox is missing or unusable.
	Signs Damaged			If you see directional or informational signs missing or damaged.
Market Appeal	Graffiti			You see graffiti in 2-5 places.
	Litter			You see excessive litter on the property.
Parking Lots/Driveways/Roads	Cracks			If the height differential is greater than ¼ inch, consider this a safety hazard. If the condition of the surface could cause tripping or falling.
	Ponding			3 inches of water--or more--has accumulated making a parking lot/driveway unusable or unsafe.
	Potholes / Loose Material			Potholes or loose material have made a parking lot/driveway unusable/unpassable for vehicles and/or pedestrians.
	Settlement / Heaving			Settlement/heaving has made a parking lot/driveway unusable/unpassable or creates unsafe conditions for pedestrians and vehicles.
Play Areas and Equipment	Damaged / Broken Equipment			If you see damaged or broken equipment or equipment with missing parts.

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Deteriorated Play Area Surface			If you see holes, depressions or other tripping hazards in the surface of the play area.
Refuse Disposal	Damaged Enclosure-Inadequate Outside Storage Space			Trash cannot be stored in the designated area because it is too small to store refuse until disposal, OR a wall or gate of the enclosure has collapsed or is in danger of falling.
Retaining Walls	Damaged / Falling / Leaning			A retaining wall is damaged and does not function as it should or is a safety risk.
Storm Drainage	Damaged / Obstructed			The system is partially blocked by a large quantity of debris, causing backup into adjacent area(s).
Walkways/Steps	Broken / Missing Hand / Guard Railing			The hand rail for four or more stairs, or the guard rail is missing, damaged, loose, or otherwise unusable.
	Cracks / Settlement / Heaving			Cracks greater than 3/4", hinging/tilting, or missing section(s) OR If the walkways or steps could cause tripping or falling.
	Spalling			More than 5% of the walkway/steps have large areas of spalling—larger than 4 inches by 4 inches—and this affects traffic ability.

Comments:

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Inspectable Area: **Building Exterior**

Property ID / Name: _____

Inspection Date: _____

Building Number: _____

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
Exterior Doors	Damaged Frames / Threshold / Lintels / Trim			At least one door is not functioning or cannot be locked because of damage to the frame, threshold, lintel, or trim.
	Damaged Hardware / Locks			One entry door or fire/emergency door does not function as it should or cannot be locked because of damage to the door's hardware.
	Damaged Surface (Holes / Paint / Rusting / Glass)			One door has a hole or holes larger than 1/2 inch in diameter, significant peeling/cracking/no paint, rust that affects the integrity of the door surface, or broken/missing glass.
	Damaged / Missing Screen / Storm / Security Door			At least one screen door or storm door is damaged or is missing screens or glass—shown by an empty frame or frames.
	Deteriorated / Missing Caulking / Seals			The seals/caulking is missing on one entry door, or they are so damaged that they do not function as they should.
	Missing Door			A door is missing.
Fire Escapes	Blocked Egress / Ladders			Stored items or other barriers restrict or block people from exiting. Ladders inoperable, missing or broken.
	Visibly Missing Components			You see that any of the functional components that affect the function of the exits, like a railing or step, for example--are missing.
Foundations	Cracks / Gaps			You see cracks more than 1/8 inch wide by 1/8 inch deep by 6 inches long. OR You see large pieces--many bricks, for example--that are separated or missing from the wall or floor.
	Spalling / Exposed Rebar			You see obvious, large spalled area(s) affecting 10-50% of any foundation wall. You see any exposed reinforcement.

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Crawl Space Insulation			The crawl space insulation is inadequate, not energy code compliant, or non-existent.
	Vapor Barrier			The crawl space floor (ground) vapor is inadequate or missing.
	Crawl Space Door			The crawl space door is missing, not functioning, or broken and will not fasten in the closed position.
Health and Safety	Electrical Hazards - Exposed Wires / Open Panels			If any of the wiring is nicked, exposed, bare, or not properly connected; or the electric panel has openings that are not filled.
	Electrical Hazards - Water Leaks on/near Electrical Equipment			If you see signs of water leaking, draining or falling on any electrical equipment or into equipment openings.
	Emergency Fire Exits - Blocked / Unsafe			Any part of the fire escape--including ladders--is blocked, limiting or restricting people from exiting.
	Emergency Fire Exits - Missing Signage / Components			You see that any of the components that affect the function of the fire escape are missing.
	Flammable / Combustible Materials - Improperly Stored			Flammable / Combustible Materials or fluids must be stored in the proper, and marked container.
	Garbage and Debris - Outdoors			Garbage has gathered in an area that is not sanctioned for staging or storing garbage or debris
	Hazards - Sharp Edges			You see any physical defect that could cause cutting or breaking human skin or other bodily harm--generally in commonly used or traveled areas.
	Hazards - Tripping			You see any physical defect that poses a tripping risk, generally in walkways or other traveled areas.
	Hazards - Other			If you see any general defects or hazards that pose risk of bodily injury, you must note them.
	Infestation - Insects			If you see insects, or the signs of an infestation.
	Infestation - Rats / Mice / Vermin			If you see mice, etc. or the signs of an infestation (droppings, etc.), rat or mice holes.
Lighting	Broken Fixtures / Bulbs			If any of the lighting fixtures and bulbs surveyed are broken or missing,

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
Roofs	Damaged Soffits / Fascia			Soffits or fascia that should be there are missing or so damaged that water penetration is visibly possible.
	Damaged Vents			Vents are missing or so visibly damaged that further roof damage is possible.
	Damaged / Clogged Drains			The drain is so damaged or clogged with debris that the drain no longer functions
	Damaged / Torn Membrane / Missing Ballasts			You see signs of damage to the membrane that may result in water penetration.
	Damaged Materials / Structural Failure			The roof structure shows signs of failure or stress, or the materials show signs of failure.
	Missing / Damaged Components from Downspout / Gutter			You see that drainage system components are missing or damaged, causing visible damage to the roof, structure, exterior wall surface, or interior.
	Missing / Damaged Shingles			One square or more of surface material or shingles is missing from roof areas you survey.
	Ponding			You see evidence of standing water on the roof, causing potential or visible damage to roof surface or underlying materials.
Stairs	Broken / Missing Hand Railing			The hand-rail is damaged or missing.
	Broken / Damaged / Missing Steps			The horizontal tread or stair surface is damaged or missing
	Baluster / Side Railings Damaged			A baluster or side railing on the porch/patio/balcony is loose, damaged, or does not function,
Walls	Cracks / Gaps			You see pieces of bricks, for example that are separated from the wall, or You see sections of the wall that are broken apart.
	Damaged Chimneys			Part or all of the chimney has visibly separated from the adjacent wall, or there are cracked or fallen pieces or sections. Or there is a risk that falling pieces could create a safety hazard.
	Missing / Damaged Caulking / Mortar			Mortar is missing around masonry units.
	Missing Pieces / Holes / Spalling			You see a hole of any size that completely penetrates the exterior wall.
	Stained / Peeling / Needs Paint			Paint is cracking, flaking, or otherwise deteriorated. Water damage or related problems have stained the paint.

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
Windows	Broken / Missing / Cracked Panes Damaged Sills / Frames / Lintels / Trim			A glass pane is broken, missing, or cracked. Window sills, frames, sash lintels, or trim are damaged by decay, rust, rot, corrosion, or other deterioration.
	Damaged / Missing Screens			Screens are punctured, torn, otherwise damaged, or missing.
	Missing / Deteriorated Caulking / Seals / Glazing Compound			There are missing or deteriorated caulk, seals, or glazing compound.
	Peeling / Needs Paint			Paint covering the window assembly or trim is cracking, flaking, or otherwise failing.
	Security Bars Prevent Egress			The ability to exit through the window is limited by security bars that do not function properly and, therefore, pose safety risks.

Comments:

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Inspectable Area: **Building Systems**

Property ID / Name: _____

Inspection Date: _____

Building Number: _____

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
Domestic Water	Inoperable / Leaking Hose Bibb			The hose bibb is inoperable, broken or not of the frost-free type.
	Leaking Central Water Supply			You see water leaking from any water system component, including valve flanges, stems, bodies, hose bibs, or any domestic water tank or its pipe or pipe connections.
	Misaligned Chimney / Ventilation System			The ventilation system on a gas-fired or oil-fired appliance is misaligned.
	Missing Pressure Relief Valve			The pressure relief valve on the central hot water heating system is missing or does not extend to the floor.
	Rust / Corrosion on Heater Chimney			The water heater chimney shows evidence of flaking, discoloration, pitting, or crevices.
	Water Supply Inoperable			There is no running water in any the building, in areas water is intended to be supplied.
Electrical System	Blocked Access / Improper Storage			There is less than a 30"inch clearance due to storage or blockage in front of the electrical panel.
	Burnt Breakers			You see any carbon residue, melted breakers, or arcing scars.
	Evidence of Leaks / Corrosion			You see liquid stains, rust marks, or other signs of corrosion on electrical enclosures or hardware.
	Frayed Wiring			You see nicks, abrasions, or fraying of the insulation that expose wires that conduct current.
	Loose Connectors / Double Taps / Wire Size Capacity			You see loose connections, wires double tapped on a nut or screw, or the wire is improperly sized for the application.

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Missing Breakers / Fuses			In a panel board, main panel board, or other electrical box containing circuit breakers, you see an open circuit breaker position that is not appropriately blanked off.
	Missing Covers			The cover is missing from any electrical device box, panel box, switch gear box, or control panel with exposed electrical connections.
	Service Panel Breakers Not Labeled / Improperly Sized			The service panel does not have each breaker labeled. Or the breakers / fuses are not properly sized.
Elevators	Not Operable			Elevators are inoperable.
Emergency Power	Auxiliary Lighting Inoperable			Auxiliary lighting is inoperable>
	Run-Up Records / Documentation Not Available			Run-up records and documentation is missing.
Fire Protection	Missing Sprinkler Head			Sprinkler Head is missing.
	Missing / Damaged / Expired Extinguishers			Fire extinguishers are missing, damaged, or expired.
Health & Safety	Air Quality - Mold or Mildew Observed			You detect sewer odors that could pose a health risk if inhaled for prolonged periods.
	Air Quality - Propane / Natural Gas / Methane Gas Detected			You detect strong propane, natural gas, or methane gas odors
	Air Quality - Sewer Odor Detected			You see evidence of mold or mildew, especially in bathrooms and air outlets.
	Electrical Hazards - Exposed Wires / Open Panels			You see exposed bare wires or openings in electrical panels.
	Electrical Hazards - Water Leaks on / near Electrical Equipment			You see water leaking, puddling, or ponding on or immediately near any electrical apparatus.
	Elevator - Tripping			You see any physical defect that poses a tripping risk in or providing access to elevator.
	Emergency Fire Exits - Exits Blocked our Unusable			You see that emergency fire exits are blocked or unusable.
	Emergency Fire Exits - Missing Exit Signs			You see that emergency fire exit signs are missing or broken.
	Flammable Materials - Improperly Stored			Flammable / Combustible Materials or fluids must be stored in the proper, and marked container.
	Garbage and Debris - Indoors			Excessive amounts of garbage or debris or not stored in proper containers.

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Hazards - Sharp Edges			You see any physical defect that could cause cutting or breaking human skin or other bodily harm.
	Hazards - Tripping			You see any physical defect that poses a tripping risk, generally in walkways or other traveled areas.
	Hazards - Other			If you see any general defects or hazards that pose risk of bodily injury, you must note them.
	Infestation - Insects			You see evidence of infestation of insects--including roaches and ants--throughout a unit or room.
	Infestation - Rats / Mice / Vermin			If you see insects, mice, etc. or the signs of an infestation (droppings, etc.), rat or mice holes.
HVAC	Boiler / Pump Leaks			Water or steam is escaping from unit casing or system piping.
	Fuel Supply Leaks			There is evidence that fuel is escaping from a fuel storage tank or fuel line.
	Ducts Leaking / Uninsulated			The ducts are not insulated per the Energy Code. Ducts are not sealed at the joints and connections.
	General Rust / Corrosion			The equipment or associated piping and ducting shows evidence of flaking, discoloration, pitting, or crevices.
	Misaligned Chimney / Ventilation System			You see a misalignment of an exhaust system on a gas-fired or oil-fired unit that causes improper or dangerous venting of gases.
Roof System	Roof Exhaust Fan(s) Inoperable			The ventilation system to exhaust kitchen or bathroom air does not function.
	Roof Ventilation Inadequate / Non-Existing			The ventilation system for the attic ventilation is not properly sized or non-existent.
	Attic Insulation			The attic insulation is inadequate, not energy code compliant, or non-existent.
Sanitary System	Broken / Leaking / Clogged Pipes or Drains			You see that a drain is clogged or that components of the sanitary system are leaking, or broken.
	Missing Drain / Cleanout / Manhole Covers			You see that a protective cover is missing.
Gas	Missing / Inoperative / Abandoned / Piping / Meter / Shut-Off Valve			If the shut off valve is inoperable, missing, or unlabeled.

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Rust / Corrosion / Damaged / Missing Components			If the gas piping is corroded, rusted, damage or missing parts. If the pipe size is adequate for the appliance.
	Storage Tank or Bottles Unsafe / Not Functional / Not Grounded			If the storage tanks are found to be unsafe, not grounded or located within the structure.
Water Heater	Inoperative Components/Noncompliant Connections			If the water heater is non-operational or non-code compliant.
	Leaking Valves / Tank / Pipes			If the tank or piping shows signs of leakage.
	Missing / Leaking TPR Valve / Discharge Pipe / Overflow Pan			If the water heater is missing the discharge pipe or pan. If the TPR Valve is not functioning or against the wall.
	Missing / Damaged Insulation / Evidence of Rust / Corrosion			If the water heater is not insulated or if there are signs of rust or corrosion.
	Misaligned / Damaged Chimney / Ventilation System			If the water heater is gas fired and the chimney / flue is misaligned or not properly connected or sized.

Comments:

THDA Uniform Physical Condition Standards Checklist

Inspectable Area: **Common Areas**

Property ID / Name: _____

Inspection Date: _____

Building Number: _____

X	Inspectable Item Location	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Basement / Garage / Carport	Balusters / Side Railings - Damaged			A section of a railing or gate has been destroyed or removed, and the structure no longer supports or protects residents.
	Closet /Utility / Mechanical	Cabinets - Missing / Damaged			Cabinets are missing or the laminate is separating. Primarily used for storage--mounted on walls or floors.
	Community Room	Call For Aid - Inoperable			If you see that the emergency call-for-aid equipment is not properly working
	Daycare	Ceilings - Bulging / Buckling			The ceiling surface has punctures that may or may not penetrate completely or panels or tiles are missing or damaged.
	Halls / Corridor / Stairs	Ceilings - Holes / Missing Tiles / Panels / Cracks			The ceiling surface has punctures that may or may not penetrate completely or panels or tiles are missing or damaged.
	Kitchen	Ceilings - Peeling / Needs Paint			You see paint that is peeling, cracking, flaking, or otherwise deteriorated on ceilings
	Laundry Room	Ceilings - Water Stains / Water Damage / Mold / Mildew			You see evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure.
	Lobby	Countertops - Missing / Damaged			Cabinets are missing or the laminate is separating. Primarily used for storage--mounted on walls or floors.
	Office	Dishwasher / Garbage Disposal - Inoperable			Dishwasher or garbage disposal does not operate.
	Other Community Spaces	Doors - Damaged Frames/Threshold/Lintels/Trim			You see a frame, header, jamb, threshold, lintel, or trim that is warped, split, cracked, or broken.
	Patio / Porch / Balcony	Doors - Damaged Hardware/Locks			One entry door or fire/emergency door does not function as it should or cannot be locked because of damage to the door's hardware.

X	Inspectable Item Location	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Restrooms / Pool Structures	Doors - Damaged Surface (Holes/Paint/Rust/Glass)			One door has a hole or holes larger than 1/2 inch in diameter, significant peeling/cracking/no paint, rust that affects the integrity of the door surface, or broken/missing glass.
	Storage	Doors - Damaged / Missing Screen / Storm / Security Door			At least one screen door or storm door is damaged or is missing screens or glass—shown by an empty frame or frames.
		Doors - Deteriorated / Missing Seals (Entry Only)			The seals/caulking is missing on one entry door, or they are so damaged that they do not function as they should.
		Doors - Missing Door			A door is missing, or broken to the point it no longer is operable.
		Dryer Vent -Missing / Damaged / Inoperable			There is no adequate way to vent heat and lint to the outside.
		Electrical - Blocked Access to Electrical Panel			There is less than a 30"inch clearance due to storage or blockage in front of the electrical panel.
		Electrical - Burnt Breakers			You see any carbon residue, melted breakers, or arcing scars.
		Electrical - Evidence of Leaks / Corrosion			You see liquid stains, rust marks, or other signs of corrosion on electrical enclosures or hardware.
		Electrical - Frayed Wiring			You see nicks, abrasions, or fraying of the insulation that expose wires that conduct current.
		Electrical - Missing Breakers			In a panel board, main panel board, or other electrical box containing circuit breakers, you see an open circuit breaker position that is not appropriately blanked off.
		Electrical - Missing Covers			The cover is missing from any electrical device box, panel box, switch gear box, or control panel with exposed electrical connections.
		Floors - Bulging / Buckling			The floor is bowed, deflected, sagging, or is no longer aligned horizontally
		Floors - Floor Covering Damaged			You see damage to carpet tiles, wood, sheet vinyl, or other floor covering.

X	Inspectable Item Location	Observable Deficiency	NOD	ER	Repairs / Replacement Required
		Floors - Missing Floor / Tiles			You see that flooring--terrazzo, hardwood, ceramic tile, or other flooring material--is missing.
		Floors - Peeling / Needs Paint			For floors that are painted, you see paint that is peeling, cracking, flaking, or otherwise deteriorated.
		Floors - Rot / Deteriorated Subfloor			The subfloor has decayed or is decaying.
		Floors - Water Stains / Water Damage / Mold / Mildew			You see evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure.
		GFI - Inoperable			There are no GFCI or functioning GFCI receptacles in areas as required by the National Electrical Code.
		Graffiti			You see graffiti in 2-5 places.
		HVAC - Convection / Radiant Heat System Covers Missing / Damaged			A cover on the convection/radiant heat system is missing or damaged, which could cause a burn or related injury.
		HVAC - General Rust/Corrosion			The equipment or associated piping and ducting shows evidence of flaking, discoloration, pitting, or crevices.
		HVAC - Inoperable			The heating, cooling, or ventilation system does not function.
		HVAC - Misaligned Chimney / Ventilation System			The exhaust system on a gas-fired unit is misaligned.
		HVAC - Noisy / Vibrating / Leaking			The HVAC distribution components, including fans, are the source of abnormal noise, unusual vibrations, or leaks.
		Lavatory Sink - Damaged / Missing			A basin (sink) is missing or shows signs of deterioration or distress.
		Lighting - Missing / Damaged / Inoperable Fixture			There are broken, missing, or inoperative light fixtures.
		Mailbox - Missing / Damaged			The U.S. Postal Service resident/unit mailbox is missing or unusable.
		Outlets/Switches/Cover Plates - Missing/Broken			There are no receptacles, switches or no functioning receptacles or switches or covers for each.
		Pedestrian/Wheelchair Ramp			A ramp is rusted, deteriorated, or non-compliant which may threaten security, health, or safety.

X	Inspectable Item Location	Observable Deficiency	NOD	ER	Repairs / Replacement Required
		Plumbing - Clogged Drains			Water does not drain adequately from the shower, sink, tub, or basin. You see that the sink faucet or piping is clogged.
		Plumbing - Leaking Faucet / Pipes			You see that the piping for the shower, sink, tub, or basin is leaking.
		Range Hood / Exhaust Fans - Excessive Grease / Inoperable			The apparatus that draws out cooking exhaust does not function as it should.
		Range / Stove - Missing / Damaged / Inoperable			The unit is missing or damaged.
		Refrigerator - Damaged / Inoperable			The refrigerator is missing or does not cool adequately to store food safely.
		Restroom Cabinet - Damaged / Missing			You see damaged or missing cabinets, vanity tops, drawers, shelves, doors, medicine cabinets, or vanities.
		Shower/Tub - Damaged / Missing			The shower, tub, or components are damaged or missing.
		Sink - Missing / Damaged			A sink, faucet, or accessories are missing, damaged, or not functioning.
		Smoke / CO Detector - Missing / Inoperable			Missing / Inoperative Smoke Detector and / or CO Detector if fuel-fired appliances are used.
		Stairs - Broken/Damaged/Missing Steps			The horizontal tread or stair surface is damaged or missing.
		Stairs - Broken/Missing Hand Railing			The hand-rail is damaged or missing.
		Ventilation/Exhaust System - Inoperable			The apparatus used to exhaust air has failed.
		Walls - Bulging / Buckling			A wall is bowed, deflected, sagged, or is no longer vertically aligned.
		Walls - Damaged			You see punctures in the wall surface that may or may not penetrate completely.
		Walls - Damaged / Deteriorated Trim			Cove molding, chair rail, base molding, or other decorative trim is damaged or has decayed.
		Walls - Peeling/Needs Paint			Paint is peeling, cracking, flaking, or otherwise deteriorated, or a surface is not painted.
		Walls - Water Stains / Water Damage / Mold / Mildew			Walls are not watertight. You see evidence of water infiltration, mold, or mildew--or damage caused by saturation or surface failure.
		Water Closet / Toilet - Damaged / Clogged / Missing			A water closet/toilet is damaged or missing.
		Windows - Cracked / Broken / Missing Panes			A glass pane is cracked, broken, or missing from the window sash.

X	Inspectable Item Location	Observable Deficiency	NOD	ER	Repairs / Replacement Required
		Windows - Damaged Window Sill			The sill--the horizontal part of the window that bears the upright portion of the frame--is damaged.
		Windows - Inoperable / Not Lockable			A window cannot be opened or closed because of damage to the frame, faulty hardware, or another cause.
		Windows - Missing / Deteriorated Caulking / Seals / Glazing Compound			The caulking or glazing compound that resists weather is missing or deteriorated.
		Windows - Peeling / Needs Paint			Paint covering the window assembly or trim is cracking, flaking, or otherwise failing.
		Windows - Security Bars Prevent Egress			Exiting (egress) is severely limited or impossible, because security bars are damaged or improperly constructed or installed.
	Health & Safety	Air Quality - Mold and/or Mildew Observed			You see evidence of mold or mildew, especially in bathrooms and air outlets.
		Air Quality - Propane / Natural Gas / Methane Gas Detected			You detect strong propane, natural gas, or methane gas odors that could, pose a risk of explosion/fire or pose a health risk if inhaled
		Air Quality - Sewer Odor Detected			You detect sewer odors that could pose a health risk if inhaled for prolonged periods.
		Electrical Hazards - Exposed Wires/Open Panels			You see exposed bare wires or openings in electrical panels.
		Electrical Hazards - Water Leaks on/near Electrical Equipment			You see water leaking, puddling, or ponding on or immediately near any electrical apparatus. This could pose a risk of fire, electrocution, or explosion.
		Emergency Fire Exits - Emergency / Fire Exits Blocked / Unusable			Any part of the fire escape--including ladders--is blocked, limiting or restricting people from exiting.
		Emergency Fire Exits - Missing Exit Signs			You see that any of the components that affect the function of the fire escape are missing.
		Flammable/Combustible Materials - Improperly Stored			Flammable materials are improperly stored, causing the potential risk of fire or explosion.
		Garbage and Debris - Indoors			Too much garbage has gathered, more than the planned storage capacity.
		Garbage and Debris - Outdoors			Garbage has gathered in an area that is not sanctioned for staging or storing garbage or debris.

X	Inspectable Item Location	Observable Deficiency	NOD	ER	Repairs / Replacement Required
		Hazards - Other			If you see any general defects or hazards that pose risk of bodily injury, you must note them. Note: This includes hazards that are not specifically defined elsewhere.
		Hazards - Sharp Edges			You see any physical defect that could cause cutting or breaking human skin or other bodily harm--generally in commonly used or traveled areas.
		Hazards - Tripping			You see any physical defect that poses a tripping risk, generally in walkways or other traveled areas.
		Infestation - Insects			You see evidence of infestation of insects--including roaches and ants--throughout a unit or room, especially in food preparation and storage areas.
		Infestation - Rats / Mice / Vermin			You see evidence of rats or mice--sightings, rat or mouse holes, or droppings.
	Pools & Related Structures	Fencing - Damaged / Not Intact			A fence or gate is rusted, deteriorated, or uprooted which may threaten security, health, or safety.
		Pool - Not Operational			The pool or spa is not operational due to deterioration, damage, pump not working, water level or contamination.
	Trash Collection Areas	Chutes - Damaged / Missing Components			Equipment is broken into pieces, shattered, incomplete, or inoperable.
	Energy Code Standards	Attic Insulation			Must have the proper amount of insulation to meet or exceed an R-38 Insulation Value.
		Attic Door Access			Must have the proper sized opening and materials to include insulation either on or over the opening (tent).
		Crawl Space / Floor Insulation			Must have the proper amount of insulation to meet or exceed a R-19 Insulation Value.
		Crawl Space Access			Must have the proper sized opening and materials to include insulation either on the opening. Door must be constructed of weather resistant or durable wood, or metal, and painted.

THDA Uniform Physical Condition Standards Checklist

Inspectable Area: **Unit**

Property ID / Name: _____

Inspection Date: _____

Building Number: _____

Unit Number: _____

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
Bathroom	Accessories Damaged / Missing / Loose			This include the towel rack, toilet paper holder, mirror, etc.
	Bathroom Cabinets - Damaged / Deteriorated / Missing			You see damaged or missing cabinets, vanity tops, drawers, shelves, doors, medicine cabinets, or vanities.
	Lavatory Sink - Damaged / Deteriorated / Missing			A sink, faucet, or accessories are missing, damaged, or not functioning.
	Plumbing - Clogged Leaking Drains			Water does not drain adequately from the shower, sink, tub, or basin. You see that the sink faucet or piping is clogged.
	Plumbing - Leaking Faucet / Pipes			You see that the piping for the shower, sink, tub, or basin is leaking.
	Shower / Tub - Damaged / Missing			The shower, tub, or components are damaged or missing.
	Ventilation / Exhaust System - Inoperative / Missing			The apparatus used to exhaust air has failed or non-existent.
	Water Closet / Toilet - Damaged / Clogged / Missing			A water closet/toilet is clogged, damaged or missing.
Call-for-Aid	Inoperable			If you see that the emergency call-for-aid equipment is not properly working
Ceiling	Bulging / Buckling / Uneven			You see bulging, buckling, sagging, or a lack of horizontal alignment.
	Holes / Missing Tiles / Panels / Cracks			The ceiling surface has punctures that may or may not penetrate completely.or panels or tiles are missing or damaged.
	Peeling / Deteriorated Paint			You see paint that is peeling, cracking, flaking, or otherwise deteriorated on ceilings

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Water Stains / Water Damage / Mold / Mildew			You see evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure.
Doors	Damaged Frames / Threshold / Trim			You see a frame, header, jamb, threshold, lintel, or trim that is warped, split, cracked, or broken.
	Damaged/Inoperative/Missing Hardware/Locks			The attachments to a door that provide hinging, hanging, opening, closing, or security are damaged or missing.
	Damaged/Missing Screen / Storm or Security Door			Visible damage to surfaces including screens, glass, frames, hardware, and door surface.
	Damaged Surface - Holes / Paint / Rusting / Glass			Damage to the door that may affect the surface protection, the strength of the door, or may compromise building security.
	Deteriorated /Missing Seals (Entry Only)			Seals to the entry door are missing or deteriorated.
	Missing / Inoperative Door			A door is missing, or does not function as intended.
Electrical System	Blocked Access to Electrical Panel			There is less than a 30"inch clearance due to storage or blockage in front of the electrical panel.
	Burnt Breakers			You see any carbon residue, melted breakers, or arcing scars.
	Evidence of Leaks / Rust / Corrosion			You see liquid stains, rust marks, or other signs of corrosion on electrical enclosures or hardware.
	Frayed / Exposed Wiring			You see nicks, abrasions, or fraying of the insulation that expose wires that conduct current.
	GFCI - Inoperative / Missing			There are no GFCI or functioning GFCI receptacles in areas as required by the National Electrical Code.
	Missing / Inoperative Outlets / Switches			There are no receptacles, switches or no functioning receptacles or switches or covers for each.
	Missing / Broken Cover Plates			The cover is missing from any electrical device box, panel box, switch gear box, control panel, etc., with exposed electrical connections.
	Missing / Inoperative Lighting / Combo Light & Ventilation Fixture			There is no mechanical means of exhausting moisture and no openable window.

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
Floors	Bulging / Buckling / Uneven			The floor is bowed, deflected, sagging, or is no longer aligned horizontally
	Floor Covering Damaged / Deteriorated			You see damage to carpet tiles, wood, sheet vinyl, or other floor covering.
	Missing Flooring Tile / Grout / Caulking			You see that flooring--terrazzo, hardwood, ceramic tile, or other flooring material--is missing.
	Peeling / Deteriorated Paint			For floors that are painted, you see paint that is peeling, cracking, flaking, or otherwise deteriorated.
	Rot / Deteriorated Subfloor			The subfloor has decayed or is decaying.
	Water Stains / Water Damage / Mold / Mildew			You see evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure.
Health & Safety	Air Quality - Mold and/or Mildew Observed			You see evidence of mold or mildew, especially in bathrooms and air outlets.
	Air Quality - Propane / Natural Gas / Methane Gas Detected			You detect strong propane, natural gas, or methane gas odors
	Air Quality - Sewer Odor Detected			You detect a strong sewer odor.
	Electrical Hazards - Exposed Wires / Open Panels			You see exposed bare wires or openings in electrical panels.
	Electrical Hazards - Water Leaks on/near Electrical Equipment			You see water leaking, puddling, or ponding on or immediately near any electrical apparatus.
	Emergency Fire Exits - Blocked / Unsafe			Any part of the fire escape--including ladders--is blocked, limiting or restricting people from exiting.
	Emergency Fire Exits - Missing Signage / Components			You see that any of the components that affect the function of the fire escape are missing.
	Flammable Materials - Improperly Stored			Flammable / Combustible Materials or fluids must be stored in the proper, and marked container.
	Garbage and Debris - Outdoors			Garbage has gathered in an area that is not sanctioned for staging or storing garbage or debris
	Garbage and Debris - Indoors			Garbage has gathered in an area that is not sanctioned for staging or storing garbage or debris

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Hazards - Sharp Edges			You see any physical defect that could cause cutting or breaking human skin or other bodily harm
	Hazards - Tripping			You see any physical defect that poses a tripping risk, generally in walkways or other traveled areas.
	Hazards - Other			If you see any general defects or hazards that pose risk of bodily injury, you must note them.
	Infestation - Insects			If you see insects, nests to include ants, roaches, etc. or the signs of an infestation.
	Infestation - Rats / Mice / Vermin			If you see mice, rodents, etc. or the signs of an infestation (droppings, etc.), rat or mice holes.
Water Heater	Misaligned Chimney / Ventilation System			You see a misalignment of an exhaust system on a gas-fired or oil-fired unit that causes improper or dangerous venting of gases.
	Inoperable Unit / Components			Hot water supply is not available, because the system or system components have malfunctioned.
	Leaking Valves / Tanks / Pipes			You see water leaking from any hot water system component, including valve flanges, stems, bodies, domestic hot water tank, or its piping.
	Pressure Relief Valve Missing			The pressure relief valve on the central hot water heating system is missing or does not extend to the floor.
	Rust / Corrosion			The water heater chimney shows evidence of flaking, discoloration, pitting, or crevices.
HVAC	Convection / Radiant Heat System Covers Missing / Damaged			A cover on the convection/radiant heat system is missing or damaged, which could cause a burn or related injury.
	Inoperable			The heating, cooling, or ventilation system does not function.
	Noisy / Vibrating / Leaking			The HVAC distribution components, including fans, are the source of abnormal noise, unusual vibrations, or leaks.
	Rust / Corrosion			The equipment or associated piping and ducting shows evidence of flaking, discoloration, pitting, or crevices.

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
	Misaligned Chimney / Ventilation System			You see a misalignment of an exhaust system on a gas-fired or oil-fired unit that causes improper or dangerous venting of gases.
Kitchen	Cabinets - Missing / Deteriorated / Damaged			Cabinets are missing or the laminate is separating. Primarily used for storage--mounted on walls or floors.
	Countertops - Missing / Deteriorated / Damaged			A flat work surface in a kitchen often integral to lower cabinet space is missing or deteriorated.
	Dishwasher / Garbage Disposal Inoperable			Dishwasher or garbage disposal does not operate.
	Plumbing - Clogged/Leaking Drains			Water does not drain adequately from the shower, sink, tub, or basin.
	Plumbing - Inoperative / Leaking Faucet / Pipes / Valves			You see that the sink faucet or piping is leaking.
	Range Hood/Exhaust Fans - Excessive Grease/Inoperative			The apparatus that draws out cooking exhaust does not function as it should.
	Range/Stove - Missing/Damaged/Inoperative			The unit is missing or damaged.
	Refrigerator-Missing / Damaged / Inoperative			The refrigerator is missing or does not cool adequately to store food safely.
	Sink - Damaged/Deteriorated/Missing			A sink, faucet, or accessories are missing, damaged, or not functioning.
Laundry Area	Dryer Vent - Missing/Damaged/Inoperative			There is no adequate way to vent heat and lint to the outside.
Lighting	Missing / Inoperable Fixtures			This covers all or part of the lighting associated with the building, including lighting attached to the building used to light the site. If you see lighting that is not directly attached to a specific building, assign it to the nearest building.
Outlets / Switches	Missing Inoperable			There are no receptacles, switches or no functioning receptacles or switches or covers for each.
	Missing / Broken Cover Plates			There are missing or broken covers on receptacles or switches.
Patio/Porch/Balcony	Baluster / Side Railings Damaged			A section of a railing or gate has been destroyed or removed, and the structure no longer supports or protects residents.
Smoke / CO Detector	Missing / Inoperable Smoke and/or CO Detector			The Smoke / CO Detector is either missing or inoperable.

Inspectable Item	Observable Deficiency	NOD	ER	Repairs / Replacement Required
Stairs	Broken / Damaged / Missing Steps			The horizontal tread or stair surface is damaged or missing
	Broken / Missing Hand Railing			The hand-rail is damaged or missing.
Walls	Bulging / Buckling			A wall is bowed, deflected, sagging, or is no longer aligned horizontally.
	Damaged			You see punctures in the wall surface that may or may not penetrate completely.
	Damaged / Deteriorated Trim			Cove molding, chair rail, base molding, or other decorative trim is damaged or has decayed.
	Peeling / Needs Paint			Paint covering the window assembly or trim is cracking, flaking, or otherwise failing.
	Water Stains / Water Damage / Mold / Mildew			Walls are not watertight. Evidence of water infiltration, mold, or mildew--or damage caused by saturation or surface failure.
Windows	Cracked/Broken/Missing Panes			A glass pane is cracked, broken, or missing from the window sash.
	Damaged Window Sill			The sill--the horizontal part of the window that bears the upright portion of the frame--is damaged.
	Missing / Deteriorated Caulking / Seals / Glazing Compound			The caulking or seals that resists weather is missing or deteriorated.
	Inoperable / Not Lockable			A window cannot be opened or closed because of damage to the frame, faulty hardware, or another cause.
	Peeling / Needs Paint			Paint covering the window assembly or trim is cracking, flaking, or otherwise failing.
	Security Bars Prevent Egress			Exiting by window is severely limited or impossible because security bars are damaged or improperly constructed or installed.

Comments: