

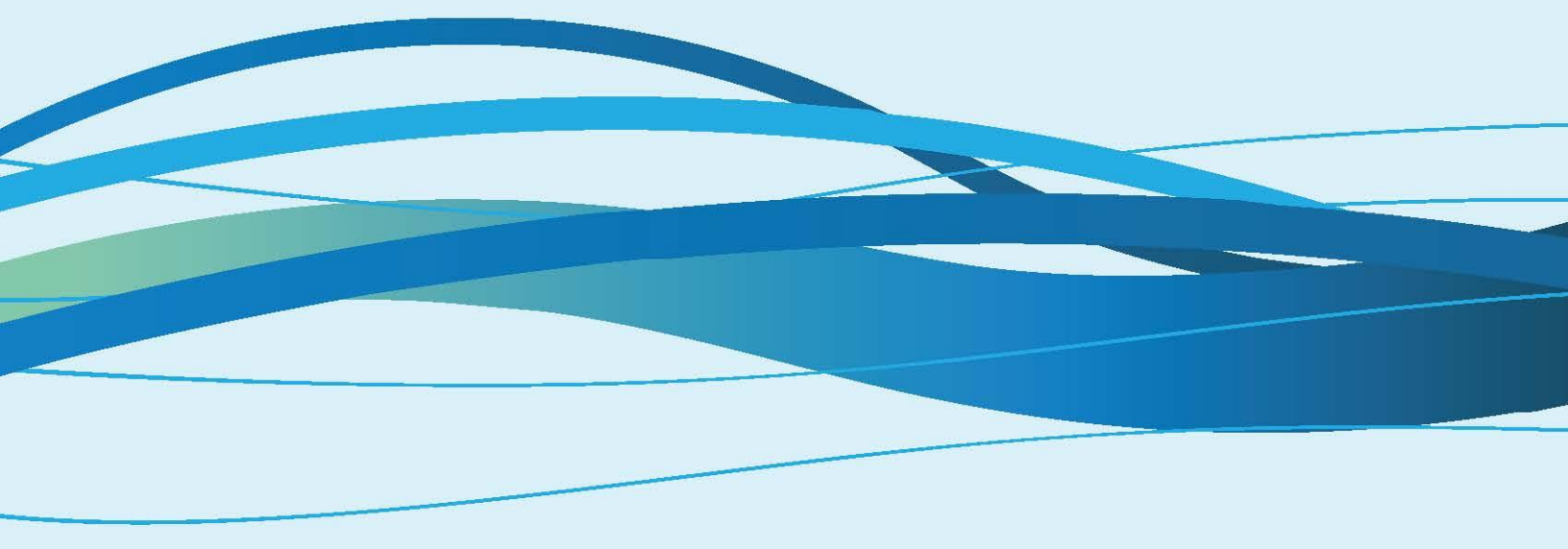


# Uniform Physical Condition Standards for Vouchers (UPCS-V) Protocol

Changes from Version 2.0 to 2.5

---

U.S. Department of Housing and Urban Development



Item	Section	Section Name	V 2.0 Page	V 2.5 Page	Global Change	Correction Type	Version 2.0 Language	Version 2.5 Language	Justification
1	n/a	n/a	n/a	n/a	YES	Mechanics	Inconsistent comma use when listing 3 or more words, phrases, or clauses	Use commas to separate 3 or more words, phrases, or clauses written in a series (also known as the Oxford comma)	Language revised to conform with style rules.
2	n/a	n/a	n/a	n/a	YES	Grammar	inspector owner tenant	Inspector Owner Tenant	Language revised to capitalize common terms.
3	n/a	n/a	n/a	n/a	YES	Grammar	PHAs Inspectors Tenants Owners	PHA Inspector Tenant Owner	Language revised to provide for singular subject and give clear messaging, statements, and guidelines.
4	n/a	n/a	n/a	n/a	YES	Mechanics	n/a	Standardize numbered vs. bulleted lists	Information re-formatted for agreement with style rules.
5	n/a	n/a	n/a	n/a	YES	Typo	Health and Safety section names are not presented correctly.	Revise Health and Safety to reflect section names as presented in the Protocol.	Language revised to correct Health and Safety section names.
6	1	Purpose	1	1	YES	Technical	n/a	HCV Unit	Global rule: all references to a unit as a whole (including all Inspectable Areas) will be "HCV Unit" whereas references to the unit Inspectable Area will be "Unit."
7	1	Purpose	1	1	NO	Grammar	Uniform Physical Condition Standards for Vouchers (UPCS-V) has been developed by the U.S. Department of Housing and Urban Development (HUD) to provide Public Housing Agency (PHA) staff, inspectors, owners, and tenants with an improved method for the inspection of housing units in the Housing Choice Voucher (HCV) program and to provide deeper insight to the condition of assisted housing units.	The U.S. Department of Housing and Urban Development (HUD) developed the Uniform Physical Condition Standards for Vouchers (UPCS-V) Protocol to provide Public Housing Agency (PHA) staff, Inspectors, Owners, and Tenants with an improved method for the inspection of Housing Choice Voucher (HCV) program units. Additionally, HUD intended for the UPCS-V Protocol to provide HUD, Owners, and Tenants a deeper insight to the condition of HCV Units.	Language revised for clarity and grammar.
8	1	Purpose	1	1	NO	Grammar	This protocol establishes a set of standards and procedures to be followed when conducting inspections of HCV units utilizing the UPCS-V model. These guidelines reduce subjectivity to create an objective approach for thorough and effective inspections. The application of a fully electronic inspection platform with data sharing capabilities increases HUD's ability to adequately assess the physical condition of HCV units.	The UPCS-V Protocol establishes a set of standards and procedures for the Inspector to follow when conducting an inspection of an HCV Unit utilizing the UPCS-V Protocol. These standards reduce subjectivity and create an objective approach for thorough and effective inspections. Additionally, the application of an electronic inspection platform with data sharing capabilities increases HUD's ability to adequately assess the physical condition of HCV Units.	Language revised for clarity and grammar.
9	1	Purpose	1	1	NO	Consistency	For the purposes of this protocol, "tenant" refers to all individuals, residents, and/or families participating in HUD's HCV Program. "Owner" refers to all individuals and/or landlords who own the unit under inspection.	For the purposes of the UPCS-V Protocol, "Tenant" refers to all individuals, residents, and/or families participating in HUD's HCV program. "Owner" refers to all individuals and/or landlords who own the Unit under inspection.	Language revised for consistency with document.
10	2	Roles and Responsibilities	2	2	YES	Consistency	The PHA, inspector, owner, and the tenant are all involved in the process of ensuring an HCV unit meets the UPCS-V standard.	The PHA, Inspector, Owner, and Tenant are all involved in the process of ensuring an HCV unit meets the UPCS-V Protocol.	Language revised for consistency with document.
11	2.1	PHA	2	2	YES	Consistency	"The PHA is responsible for adopting the UPCS-V standard and implementing the electronic inspection process described in this protocol..."	"The PHA is responsible for adopting the UPCS-V Protocol, implementing the electronic inspection process described in this Protocol."	Language revised for consistency with document.
12	2.1	PHA	2	2	NO	Grammar	and ensuring that units participating in the HCV Program meet UPCS-V.	"...and ensuring that an HCV Unit meet UPCS-V Protocol."	Language revised for clarity.
13	2.1.1	Administrative Plans	2	2	NO	Grammar	The PHA is responsible for adopting the UPCS-V Protocol, implementing the electronic inspection process described in this Protocol, and ensuring that HCV Units meet UPCS-V.	The PHA is responsible for adopting the UPCS-V Protocol and enforcing all UPCS-V Protocol processes, procedures, and requirements.	Language revised for clarity.
14	2.1.1	Administrative Plans	2	2	NO	Policy	The PHA must adopt a written Administrative Plan that establishes local policies for program administration.	The PHA must amend their written Administrative Plan which identifies how the PHA administers the HCV program.	Language revised to clarify intent.
15	2.1.1	Administrative Plans	2	2	NO	Grammar	The plan must conform to HUD regulations and state the PHA's policy in those areas where the PHA has been given discretion to establish local policy.	The Administrative Plan must conform to HUD regulations and state the PHA's policy in those areas where HUD approved the PHA's discretion to establish local policy.	Language revised for clarity.
16	2.1.1	Administrative Plans	2	2	NO	Grammar	The PHA is responsible for ensuring that the plan is kept up to date and that staff operate under the policies spelled out in the plan. The PHA must include sections in its Administrative Plan addressing:	The PHA is responsible for keeping the Administrative Plan up-to-date and ensuring that all PHA staff operate under the policies detailed in the plan. When the PHA adopts the UPCS-V Protocol and process, the PHA must amend their Administrative Plan to include the sections listed below.	Language revised for clarity.
17	2.1.1.1	Tenancy Approval	2	2	NO	Grammar	"tenancy approval"	"Tenancy Approval"	Language revised to capitalize common terms.
18	2.1.1.1	Tenancy Approval	2	2	NO	Grammar	The PHA is responsible for establishing a tenancy approval procedure in its Administrative Plan.	The PHA is responsible for establishing a Tenancy Approval procedure in their Administrative Plan.	Language revised to correct grammar.
19	2.1.1.1	Tenancy Approval	2	2	NO	Grammar	Clearly describe the process for the tenant and owner to request an inspection;	Describe the process for the Tenant and Owner to request an inspection;	Language revised for clarity.
20	2.1.1.2	Including Amenities in Calculating Rent Reasonableness	2	2	NO	Grammar	Including Amenities in Calculating Rent Reasonableness	Incorporate Amenities in Calculating Rent Reasonableness	Language revised for clarity.
21	2.1.1.3	Local Variances	2	2	NO	Grammar	The PHA must include in its Administrative Plan any Local Variances to the UPCS-V Protocol that will be used by inspectors to evaluate unit conditions. The PHA must also identify specific inspection requirements for these variances in their Administrative Plans.	The PHA's Administrative Plan must include any Local Variances to the UPCS-V Protocol that will be used by an Inspector to evaluate Unit conditions. The PHA must also identify specific inspection requirements for these variances in their Administrative Plan.	Language revised for clarity.
22	2.1.1.4	Scheduling Inspections	2	2	NO	Grammar	The PHA must establish specific policies and procedures in its Administrative Plan for scheduling inspections, prioritizing scheduling, and addressing potential scheduling issues. Such issues may include, but are not limited to: instances when Owner requests for scheduling inspections are not timely, one or more inspections are cancelled, access to the unit is denied, or the unit does not pass the inspection within the allocated timeframe.	The PHA must establish specific policies and procedures in their Administrative Plan for scheduling inspections, prioritizing scheduling, and addressing potential scheduling issues. Scheduling issues may include, but are not limited to: instances when Owner requests for scheduling inspections are not timely, one or more inspections are cancelled, access to the HCV unit is denied, or the Unit does not pass the inspection within the allotted timeframe.	Language revised for clarity.
23	2.1.1.5	Devices and Equipment	3	2-3	NO	Grammar	The PHA has the discretion to require inspectors to use other testing devices during inspections in addition to those included in Section 4.2.2 Required Devices. Additional information on the use and maintenance of any other required or optional testing devices, or personal protection equipment, should be included in the PHA's Administrative Plan.	The UPCS-V Protocol requires an Inspector to use certain required testing devices to conduct an inspection (as listed in Section 4.2.2 Required Devices). The PHA has the discretion to require an Inspector to use other testing devices during an inspection in addition to the testing devices required by UPCS-V. If the PHA elects to require the Inspector to use other testing devices, the PHA must amend their Administrative Plan to include information on the use and maintenance of these additional testing devices as well as personal protection equipment.	Language revised for clarity.
24	2.1.1.6	Deficiency Repair Verification	3	3	NO	Grammar	The PHA shall include in its Administrative Plan a procedure to verify the correction of UPCS-V Deficiencies in accordance with HUD guidelines. The procedure must require the party responsible for the correction to prove that the Deficiency was corrected within the timeframe set by HUD guidelines. The responsible party must take remedial actions to timely address instances in which the evidence submitted does not clearly indicate that a Deficiency was corrected. The PHA shall establish a procedure for identifying units with Deficiencies that have not been corrected within the required timeframe to determine whether abatement of rent and/or termination of Housing Assistance Payments (HAP) is appropriate.	The PHA's Administrative Plan must include a Deficiency Repair Verification procedure to verify the repair of Deficiencies identified by an Inspector during an inspection of an HCV unit. In accordance with HUD guidelines, the party responsible for repairing the Deficiency must be identified, and the responsible party must submit evidence to prove they corrected the Deficiency within the timeframe set by HUD guidelines. In instances when submitted evidence does not clearly prove a corrected Deficiency, the Administrative Plan must require the responsible party to take timely, remedial actions. Additionally, the PHA's Administrative Plan must also include a procedure to identify HCV units with Deficiencies that are not corrected within the required timeframe to enable the PHA to determine whether abatement of rent and/or termination of Housing Assistance Payments (HAP) is appropriate.	Language revised for clarity.
25	2.1.1.6	Deficiency Repair Verification	3	3	NO	Grammar	The PHA shall establish a procedure for resolving Deficiencies that were falsely verified as having been corrected. The procedure shall include remedial actions to be taken against the party responsible for certifying to the false correction. These actions can include suspension of the privilege to submit evidence of corrected Deficiencies, abatement of HAP (based on the date the Deficiency was originally identified by the PHA inspector), or termination from the program.	The PHA's Administrative Plan must include an additional procedure to resolve Deficiencies in instances when the responsible party falsely verifies the repair of a Deficiency. This procedure must also include the PHA's remedial actions against the responsible party for falsely certifying to the correction. These remedial actions can include suspension of the privilege to submit evidence of corrected Deficiencies, abatement of HAP (based on the date the Deficiency was originally identified by the Inspector), or termination from the HCV program.	Language revised for clarity.
26	2.1.3	Enforcing Administrative Procedures	3	3-4	NO	Grammar	Enforcing Administrative Procedures	Enforce Administrative Procedures	Language revised to provide active voice.
27	2.1.4	Maintaining Confidentiality	4	4	NO	Grammar	Maintaining Confidentiality	Maintain Confidentiality	Language revised to provide active voice.
28	2.1.5	Maintaining Records	4	4	NO	Grammar	Maintaining Records	Maintain Records	Language revised to provide active voice.
29	2.2.1	Participating in Training	4	4	NO	Grammar	Participating in Training	Participate in Training	Language revised to provide active voice.
30	2.2.2	Conducting Inspections	4	4-5	NO	Grammar	Conducting Inspections	Conduct Inspections	Language revised to provide active voice.
31	2.4	Tenant	4	5	NO	Grammar	Within the timeframe established by HUD, correct UPCS-V fail items resulting from:	Correct UPCS-V fail items within the timeframe established by HUD that are a result of:	Language revised for clarity.
32	3.1.3.2	Quality Control Inspections	7	7	NO	Grammar	Completed UPCS-V inspections included in the sample must be no older than three months at the time of the re-inspection.	UPCS-V inspections included in the sample must have been completed within three months of the time of the re-inspection.	Language revised for clarity.
33	3.3.1	Types of Defects	8-9	8-9	NO	Grammar	Defects are generally assignable to tenants when there is evidence that the tenant, a member of the tenant's household, or a guest caused the damage and it is above the normal wear and tear of living in a unit.	Defects are generally assignable to the Tenant when there is evidence that the Tenant or Tenant guest caused the damage, and it is above the normal wear and tear of living in a dwelling unit.	Language revised for clarity.
34	3.3.2	Life Threatening or Emergency Deficiencies	9	9	YES	Typo	3.3.2 Life Threatening and Emergency Deficiencies	3.3.2 Life Threatening or Emergency Deficiencies	Language revised to correct typo.
35	3.3.2	Life Threatening or Emergency Deficiencies	9	9	NO	Grammar	Life-Threatening Deficiencies are defined as conditions that present imminent probability of serious injury. These Deficiencies could be 1) large and/or sharp enough to cut and/or pierce the skin, resulting in bleeding, 2) cause an injury that would damage part of the body rendering it useless or unable to be used as intended, and 3) allow exposure to toxic substances or other health hazards that can shorten life or cause substantial reduction in physical or mental efficiency. The harm caused by the health hazard does not have to manifest immediately upon contact with the Deficiency.	Life-Threatening Deficiencies are defined as conditions that present imminent probability of serious injury. The harm caused by the health hazard does not have to manifest immediately upon contact with the Deficiency. Life-Threatening Deficiencies could: • Cut and/or puncture the skin, due to large size or sharpness, and result in bleeding; • Cause an injury that would damage part of the body, rendering that part of the body useless or unable to be used as intended; or • Allow exposure to toxic substances or other health hazards that can shorten life or cause substantial reduction in physical or mental efficiency.	Language revised for clarity.
36	3.3.2	Life Threatening or Emergency Deficiencies	9	9	NO	Grammar	Emergency Deficiencies are defined as conditions that do not present an imminent probability of serious injury, but if left unchecked for 24 hours, would most likely lead to a health and safety condition directly affecting the Tenant. Emergency Deficiencies may also cause undue burden on the Tenant if the Deficiency is not repaired or mitigated for 30 days. Table 1 below provides a list of common LTE Deficiencies.	Emergency Deficiencies are defined as conditions that do not present an imminent probability of serious injury, but if left unchecked for 24 hours, the condition would likely lead to a health and safety hazard directly affecting the Tenant. Emergency Deficiencies may also cause undue burden on the Tenant if the Deficiency is not repaired or mitigated for 30 days. Table 1 below provides a list of common LTE Deficiencies.	Language revised for clarity.

37	3.4	Local Variances	10	10	YES	Consistency	HUD can approve the PHA's use of Local Variances to the UPCS-V standard.	HUD can approve the PHA's use of Local Variances to the UPCS-V Protocol.	Language revised for consistency with document.
38	3.5	Inspection Outcomes	10	10	NO	Formatting	"There are four possible inspection outcomes: Pass, Fail, Unsuccessful, and Incomplete. An inspection is considered complete when the PHA Inspector..."	There are four possible inspection outcomes: Pass, Fail, Unsuccessful, and Incomplete. 3.5.1 Pass	Move sentence to after discussion on complete inspections.
39	3.5.4	Incomplete	11	11	NO	Grammar	An inspection is "Incomplete" when an inspector arrives on site at the scheduled date and time, and begins the inspection, but the inspection is interrupted.	An inspection is "Incomplete" when an Inspector arrives on site and begins the inspection but the inspection is interrupted.	Language revised for clarity.
40	3.5.4	Incomplete	11	11	NO	Grammar	The Inspector should consult the PHA Administrative Plan for additional guidance and information for additional conditions that may result in an Incomplete inspection. The PHA may continue with the inspection when it has been determined that an inspection cannot be completed, however the Inspector must still return at a later date or time to fully inspect the unit before the inspection will be considered complete. Remote verification cannot be used to change the status of a unit from "Incomplete" to "Pass" or "Fail."	The Inspector must consult the PHA's Administrative Plan for guidance and information on additional conditions that may result in an Incomplete inspection. Once the Inspector determines an inspection cannot be completed, the inspection may continue however the Inspector must still return to fully inspect the HCV Unit at a later date or time before the inspection will be considered complete. The Inspector cannot utilize remote verification to change the status of an HCV Unit from "Incomplete" to "Pass" or "Fail."	Language revised for clarity.
41	3.5.4	Incomplete	12	12	NO	Typo	IMPORTANT: All LTE Deficiencies must be reported to the owner and tenant immediately for Incomplete, Biennial, and Special Inspections.	IMPORTANT: All LTE Deficiencies must be reported to the Owner and Tenant immediately for all inspections.	Language revised to correct grammar.
42	4.1	Scheduling Inspections	13	13	NO	Policy	For all other matters, the PHA should schedule inspections within seven days.	Deleted from V2.5	Language deleted, as guidance is not necessary.
43	4.1	Scheduling Inspections	13	13	NO	Grammar	When scheduling Complaint Inspections, the PHA should distinguish between LTE and all other matters, and prioritize scheduling accordingly. Inspections for LTE matters must be scheduled as quickly as possible after receipt of a complaint, and must not be scheduled beyond the next business day.	When scheduling Complaint Inspections, the PHA must schedule inspections for LTE Deficiencies as quickly as possible after receipt of a complaint, and cannot delay scheduling beyond the next business day.	Language revised for clarity.
44	4.1.1	Rescheduling Inspections	14	13-14	NO	Grammar	Inspectors should not cancel inspections within 72 hours if at all possible. When it is within 72 hours of the inspection's start time, the inspection should only be rescheduled for acceptable reasons.	The Inspector should not cancel inspections within 72 hours if possible. When an inspection is scheduled to begin within 72 hours, an Inspector should only reschedule an inspection for acceptable reasons.	Language revised for clarity.
45	4.2.1	Data Collection Device (DCD)	14	14	NO	Consistency	To meet HUD guidelines, PHAs are required to use a software that adheres to the UPCS-V standard and HUD's reporting requirements, and is compatible with their DCD.	To meet HUD guidelines, a PHA must use a software that adheres to the UPCS-V Protocol and HUD's reporting requirements and is compatible with their DCD.	Language revised for consistency with document.
46	4.2.2	Required Devices	14	14	NO	Grammar	These include:	These required devices include:	Language revised for clarity.
47	4.3	Confirming the Inspection	14	14	YES	Consistency	"...review the inspection profile to become familiar with the voucher unit..."	"...review the inspection profile to become familiar with the HCV unit..."	Language revised for consistency with document.
48	5.1.1	Professionalism and Conduct	14-15	14	NO	Grammar	It is essential for inspectors to carry out their work functions with the highest levels of professionalism.  The following activities are among those that an inspector should not engage in: • Purposeful violations or omissions of the UPCS-V Protocol. • Carrying a firearm during an inspection. • Theft or intentional property damage when at a property. • Fraudulent activity associated with an inspection. • Threat of or actual violence against a person while conducting an inspection. • Sexual or other harassment when at a property. • Other unprofessional conduct.	It is essential for an Inspector to carry out their work functions with the highest levels of professionalism. The Inspector should not: • Purposefully violate or make omissions of the UPCS-V Protocol. • Carry a firearm during an inspection; • Steal or intentionally damage property when at a property; • Engage in fraudulent activity associated with an inspection; • Make threat of, or engage in actual violence against a person while conducting an inspection; • Engage in sexual or other harassment when at a property; or • Engage in other unprofessional conduct.	Language revised for clarity.
49	5.1.2	Interacting with the Required Parties	15	15	NO	Grammar	• After arriving on-site, the Inspector should verify the unit address under inspection and identify inspection boundaries, including common areas and detached structures specific to the voucher unit. • Prior to beginning the inspection, inspectors should explain to the required parties (the tenant and/or owner) how the inspection will be conducted. This should include where the inspector plans to start and the direction in which the inspector will move. • The tenant or owner must accompany the inspector during the entire time on the property.	After arriving on-site, the Inspector should verify the HCV Unit address under inspection and identify inspection boundaries, including common areas and detached structures specific to the HCV Unit. Prior to beginning the inspection, the Inspector should explain to the Tenant and/or Owner how the Inspector will conduct the inspection. This should include where the Inspector plans to start and the direction in which the Inspector will move.	Language revised for clarity.
50	5.1.2	Interacting with the Required Parties	15	15	NO	Grammar	• The inspector should also specify that any closed or locked doors must be opened by the tenant or owner. In addition, if personal property, block access to an inspectable item, the tenant is responsible for moving the artifact. Inspectors should make clear they are not permitted to touch personal property, including the moving of furniture. • During the inspection, when a Deficiency is identified, the inspector should also note the party (owner or tenant) responsible for correcting the Deficiency.	The Tenant or Owner must accompany the Inspector during the entire time on the property. The Inspector should also specify that the Tenant or Owner must open any closed or locked doors. In addition, if personal property blocks access to an Inspectable Item, the Tenant is responsible for moving the artifact. The Inspector should make clear they are not permitted to touch personal property, including the moving of furniture. During the inspection, the Inspector must note the party (Owner or Tenant) that is responsible for correcting a Deficiency when it is identified.	Language revised for clarity.
51	5.1.2	Interacting with the Required Parties	15	15	NO	Grammar	During the inspection, when a Deficiency is identified, the inspector should also note the party (owner or tenant) responsible for correcting the Deficiency.	During the inspection, the Inspector must note the party (owner or tenant) that is responsible for correcting a Deficiency when it is identified.	Language revised for clarity.
52	5.2	Inspection Sequence	15	15	YES	Grammar	When an Inspector is ready to begin the inspection, it is recommended that he/she proceed in the following order:	When an Inspector is ready to begin the inspection, it is recommended that the Inspector proceed in the following order:	Language revised for clarity.
53	5.2.1	Building Exterior	15	15	NO	Grammar	• Weather-permitting, inspectors are recommended to conduct the Building Exterior inspection prior to moving inside the unit.	• Weather-permitting, the inspector is recommended to inspect the Building Exterior prior to moving inside the Unit.	Language revised for active voice.
54	5.2.2	Unit	15	15	NO	Grammar	When conducting the inspection, inspectors should record identified defects as soon as they are observed.	The Inspector should record a defect as soon as the Inspector observes it when conducting the inspection.	Language revised for clarity.
55	5.2.3	Building Systems	16	15-16	NO	Grammar	Only Building Systems associated with the unit under inspection are to be considered in the inspection; Building System components not associated with the unit under inspection are not to be considered.	The Inspector should only consider Building Systems components associated with the HCV Unit under inspection; the Inspector should not consider Building System components not associated with the HCV Unit.	Language revised for clarity.
56	5.2.4	Common Areas	16	16	NO	Grammar	Inspectors are to stay within the Common Area boundaries of the inspection in evaluating Inspectable Items.	The Inspector must stay within the Common Area boundaries of the inspection when evaluating Inspectable Items.	Language revised to provide a requirement rather than a recommendation.
57	5.2.5	Site	16	16	NO	Grammar	Similar to Common Area procedures, inspectors are to stay within the Site boundaries of the inspection in evaluating Inspectable Items.	The Inspector must stay within the Site boundaries of the inspection when evaluating Inspectable Items.	Language revised for clarity.
58	5.3	Recording Defects	16	16	NO	Grammar	All defects must be recorded on the DCD at the time they are observed.	The Inspector must record all defects on the DCD at the time the Inspector observes the defects.	Language revised for clarity.
59	5.3.1	Photographing Deficiencies	16	16	NO	Grammar	Inspectors must take photographs of all Deficiencies.	The Inspector must photograph all Deficiencies.	Language revised for clarity.
60	5.3.1	Photographing Deficiencies	16	16	NO	Grammar	As necessary, include an item for scale, such as a ruler, to identify the size of the condition; and	Include an item for scale, as necessary, such as a ruler to identify the size of the condition; and	Language revised for clarity.
61	5.3.1	Photographing Deficiencies	16	16	NO	Grammar	The inspector must indicate the reason for not taking a photograph of a Deficiency, in the event a photograph is not uploaded with a Deficiency.	In the event a photograph is not taken of a Deficiency or a photograph is not uploaded to the DCD with the Deficiency, the Inspector must indicate the reason for not taking a photograph.	Language revised for clarity.
62	5.3.1	Photographing Deficiencies	18	17	NO	Grammar	Figure 2: UPCS-V Required Photos depicts a decision-making process flowchart for inspectors to determine when to take a picture of a Deficiency.	Figure 2 depicts a decision-making process flowchart for an Inspector to determine when to take a picture of a Deficiency.	Language revised for clarity.
63	5.3.1	Photographing Deficiencies	19	17	NO	Grammar	Once HUD-approved Local Variances are utilized in the PHA's inspection process, the inspector must take these approved variances into account when evaluating the compliance status of an Inspectable Item.	Once the PHA utilizes HUD-approved Local Variances in the inspection process, the Inspector must take these approved variances into account when evaluating the compliance status of an Inspectable Item.	Language revised for clarity.
64	5.3.1	Photographing Deficiencies	19	18	NO	Grammar	See Figure 3 for additional guidance on recording HUD-approved variances.	Figure 3 depicts a decision-making process on recording HUD-approved variances.	Language revised for clarity.
65	5.4	Assessing Fundamental Requirements	20	18	NO	Grammar	Potential voucher units must meet certain fundamental requirements in order to comply with the UPCS-V standard.	The potential HCV Unit must meet certain fundamental requirements to comply with the UPCS-V Protocol.	Language revised for clarity.
66	5.4.1	Space and Security	20	18	NO	Grammar	• All units at a minimum must have a living room, a kitchen and a bathroom. • If the unit is an efficiency apartment, the living room should be considered present.	• All units must have a living room, a kitchen, and a bathroom at a minimum. • If the Unit is an efficiency apartment, the Inspector must consider the living room present.	Language revised for clarity.
67	5.4.1	Space and Security	20	18	NO	Grammar	• A habitable room is a room used for, or intended to be used, for living, sleeping, or eating purposes, excluding...	• A habitable room is a room used, or intended, for living, sleeping, or eating purposes and excludes...	Language revised for clarity.
68	5.4.1	Space and Security	20	18	NO	Consistency	• The unit must have at least one bedroom or living/sleeping room for every two persons. • A living room may be used as a sleeping space, but no more than two persons may occupy the space.	• The Unit must have at least one bedroom or living/sleeping room for every two Tenants. • A living room may be used as a sleeping space, but no more than two tenants may occupy the sleeping space.	Language revised for consistency.
69	5.4.1	Space and Security	21	18	NO	Grammar	• All bathroom plumbing fixtures (tub/shower, toilet or lavatory) if present, must be properly plumbed and in operable condition (connected to a functioning drain supplied with hot and cold running water and serving its intended function). • At a minimum, there must be an enclosure around the toilet. • The wash basin must be permanently installed (i.e., a portable wash basin does not satisfy the requirement).	• All bathroom plumbing fixtures (tub/shower, toilet, or lavatory) that are present must be properly plumbed and in operable condition (connected to a functioning drain supplied with hot and cold running water and serving its intended function). • All Units must have an enclosure around the toilet, at a minimum. • The Unit must have a permanently installed wash basin (i.e., a portable wash basin does not satisfy the requirement).	Language revised for clarity.
70	5.4.2	Illumination and Electricity	21	19	YES	Consistency	occupants	Tenants	Language revised for consistency with document.
71	5.5	Amenities	23	20	NO	Grammar	Amenities are not required to be inspected, but PHAs may take amenities into consideration when establishing or calculating rent reasonableness.	The Inspector is not required to inspect Amenities, but the PHA may take Amenities into consideration when establishing or calculating rent reasonableness.	Language revised to provide active voice.
72	5.5	Amenities	23	20	NO	Formatting	Examples of amenities PHAs may consider include:  • Double sink; • Working fireplace; • Glass door on shower or tub; or • Modern appliances.	Examples of Amenities the PHA may consider include a double sink, a working fireplace, a glass door on shower or tub, or modern appliances.	Language revised for ease of use.
73	6.1	Inspection Report	24	21	NO	Grammar	The owner, PHA, and tenant must receive copies of the inspection report regardless of the type of inspection that was conducted – Initial, Biennial, or Special. Inspectors are encouraged to obtain an electronic signature in the DCD from the required parties (owner and/or tenant, as applicable) acknowledging receipt of the results prior to leaving the property. If required party refuses to sign acknowledging receipt, the inspector should note such refusal.	The Inspector must give the PHA, Owner, and Tenant copies of the inspection report regardless of the type of inspection that was conducted – Initial, Biennial, or Special.	Language revised for clarity.

74	6.1	Inspection Report	24	21	NO	Remove from Protocol	Upon completion, the inspection report data is transferred to HUD. Inspection reports must cite all defects identified during the inspection process.	Upon completion, the inspection report data is transferred to HUD. Inspection reports must cite all defects identified during the inspection process. The Inspector must give the PHA, Owner, and Tenant a copy of the inspection report regardless of the type of inspection conducted – Initial, Biennial, or Special.	Sentence clarity
75	6.2	Enforcement	26	21	NO	Grammar	A unit will not pass the UPCS-V inspection process until the PHA has verified that all Deficiencies have been corrected.	The PHA must verify all Deficiencies are corrected for a Unit to pass the UPCS-V inspection process.	Language revised for clarity.
76	6.2.1	Deficiency Correction and Remote Verification	26	21	NO	Grammar	1. Acceptable photographs and videos must, upon submission: 1. Fully illustrate that the observed Deficiency has been corrected; and 2. Be accompanied by supporting documentation that provides: a. The inspection number or unit number and date of inspection; b. The specific UPCS-V Deficiency represented in the photograph or video; and c. The time and date the photograph or video was taken.	* Upon submission, acceptable photographs and videos must fully illustrate that the observed Deficiency is corrected and be accompanied by supporting documentation that provides: o The inspection number or unit number and date of inspection; o The specific UPCS-V Deficiency represented in the photograph or video; and o The time and date the photograph or video was taken.	Information re-formatted to provide consistency with document.
77	6.2.1	Deficiency Correction and Remote Verification	27	22	NO	Grammar	5) The tenant or owner certifies within 60 days after move-in that the appliance(s) have been installed and are in proper operating condition.	The Tenant or Owner certifies within 60 days after move-in that the appliance(s) is installed and is in proper operating condition.	Language revised for clarity.
78	6.2.1	Deficiency Correction and Remote Verification	27	22	NO	Grammar	As part of its ongoing quality control process, a PHA shall verify the correction of a sampling of Deficiencies previously verified as corrected by means that did not require a re-inspection.	As part of its ongoing quality control process, a PHA must verify the correction of a sampling of Deficiencies previously verified as corrected by means that did not require a re-inspection.	Language revised for clarity.
79	6.2.1	Deficiency Correction and Remote Verification	27	22	NO	Grammar	The PHA shall notify HUD that all Deficiencies have been corrected in a timely manner and indicate which method was used to resolve a Deficiency.	The PHA must notify HUD that all Deficiencies have been corrected in a timely manner and indicate which method was used to resolve a Deficiency.	Language revised for clarity.
80	6.2.2	Abatement	28	23	NO	Grammar	The PHA must abate HAP to owners who do not comply with notifications to correct UPCS-V Deficiencies within the specified time period. Both the owner and the tenant must be notified of intent to abate. HAP is not to be abated for Deficiencies attributed to the tenant.	Both the Owner and the Tenant must be notified of intent to abate. The PHA must not abate HAP to Owners for Deficiencies attributed to the Tenant.	Language revised for clarity.
81	7	Appendix A: Defect Dictionary	N/A	N/A	YES	Mechanics	"Note" "Notes" Comment" are used in the DD	Use only the singular form of both words: "Note" and "Comment"	Language revised for consistency.
82	7	Appendix A: Defect Dictionary	N/A	N/A	YES	Mechanics	Incorrect placement of periods outside of quotation marks	Place periods on the inside of a quotation.  For example:  If the defect results in a structural failure, the Inspector must record a Health & Safety Deficiency under "Health & Safety/Structural Hazard."	Language revised to correct grammar.
83	7.1	Building Exterior	N/A	N/A	YES	Mechanics	Use of "Unit" and "HCV Unit" and "unit"	n/a	Language revised for consistency.
84	7.1	Building Exterior	29	24	NO	Grammar	Lights controlled by a switch inside of or attached to the voucher unit are evaluated under Lighting (Unit). All other outside light fixtures on the building exterior are evaluated under Lighting (Site).	The Inspector must evaluate lights controlled by a switch inside of, or attached to the HCV Unit under Electrical Distribution (Electrical System - Unit). The Inspector must evaluate all other outside light fixtures on the building exterior under Lighting (Site).	Language revised for clarity.
85	7.1	Building Exterior	29	24	NO	Grammar	Exterior stairs are to be associated with the Inspectable Area that they service. For example, the front steps and stoop that lead to the voucher unit's front door are evaluated under Stairs (Unit). If a set of stairs serve to provide access to multiple units, the inspector would record defects in Stairs/Handrails Damaged (Common Areas). All stairs and walkways outside the drip line of a building's roof and not directly servicing a building or voucher unit are considered Site elements.	The Inspector must associate exterior stairs with the Inspectable Area that the stairs service. For example, the Inspector must evaluate the front steps and stoop that lead to the HCV Unit's front door under Stairs/Patio/Porch/Balcony (Structures and Finishes – Unit). If a set of stairs service multiple dwelling units, the Inspector must record defects under Stairs/Patio/Porch/Balcony (Structures and Finishes – Common Areas). The Inspector must evaluate all stairs and walkways outside the drip line of a building's roof, and not directly servicing a building or dwelling unit under Walkways and Steps (Site).	Language revised for clarity.
86	7.1.2	Foundations/Slabs (Building Exterior)	30	26	NO	Grammar	Lowest level structural wall or floor (slab) responsible for transferring the building's load to the appropriate footings and soil.	Foundations/Slabs are the lowest level structural wall or floor (slab) responsible for transferring the building's load to the appropriate footings and soil.	Language revised for clarity.
87	7.1.2	Foundations/Slabs (Building Exterior)	31	26	YES	Grammar	If the inspector believes that the foundation Deficiency has resulted in a structural failure they must record a Health & Safety Deficiency under "Health & Safety/Structural Hazard".	If the defect results in a structural failure that may threaten the health and safety of the Tenant, the Inspector must record a Health & Safety Deficiency under "Structural Hazards (Health and Safety)."	Language revised to correct grammar.
88	7.1.2	Foundations/Slabs (Building Exterior)	31	26	NO	Grammar	Note: 1) Evidence of water penetration should be evaluated here.	Note: 1) The Inspector must evaluate for evidence of water penetration under this defect.	Language revised to provide active voice.
89	7.1.3	Damaged Soffits/Fascia/Soffit Vents	31	27	NO	Typo	Damaged Soffits/Fascia	Damaged Soffits/Fascia/Vents	Language revised to ensure Defect name reflects Defect definition.
90	7.1.3	Missing/Damaged Roofing	33	29	NO	Typo	Missing/Damaged Shingles	Missing/Damaged Roofing	Language revised to ensure Defect name reflects Defect definition.
91	7.1.3	Damaged/Clogged Drains	32	27	NO	Grammar	1) This does not include gutters and downspouts. For these, see "Missing/Damaged Components from Downspout/Gutter (Roofs – Building Exterior)".	1) The drainage system does not include Gutters and Downspouts. The Inspector must evaluate Gutters and Downspouts under Missing/Damaged Components from Downspout/Gutter (Roofs – Building Exterior).	Language revised for clarity.
92	7.1.3	Damaged/Clogged Drains	32	27	NO	Grammar	2) If there has been measurable precipitation (1/10 inch or more) during the previous 48 hours, consider the impact the rainfall had on the extent of the ponding. Determine that ponding has occurred only when there is clear evidence of a persistent or long-standing problem.	2) If there has been measurable precipitation (1/10 inch or more) during the previous 48 hours, the Inspector must consider the impact the rainfall had on the extent of the ponding. The Inspector must determine that ponding has occurred only when there is clear evidence of a persistent or long-standing problem.	Language revised for clarity.
93	7.1.3	Missing/Damaged Roofing	33-34	29	NO	Grammar	Level 1/Pass: Between one square foot and 100 square feet of surface material or shingles are missing or damaged from roof areas surveyed but the condition does not result in damage to the interior of the unit.  Level 1/Fail: Between 1 and 100 square feet of surface material or shingles are missing or damaged from roof areas surveyed and the condition does result in damage to the interior of the unit.  Level 2/Pass: Between 101 and 200 square feet of surface material or shingles are missing or damaged from surveyed roof areas but the condition does not result in damage to the interior of the unit.  Level 2/Fail: Between 101 and 200 square feet of surface material or shingles are missing or damaged from surveyed roof areas and the condition does result in damage to the interior of the unit.  Level 3/Pass: 201 square feet or more of surface materials or shingles are missing or damaged from surveyed roofing areas but the condition does not result in damage to the interior of the unit.  Level 3/Fail: 201 square feet or more of surface materials or shingles are missing or damaged from surveyed roofing areas and the condition does result in damage to the interior of the unit.	Level 1/Pass: Between 1-square foot and 100-square feet of shingles or roofing are missing or damaged from surveyed roof areas, but the condition does not result in damage to the interior of the Unit.  Level 1/Fail: Between 1-square foot and 100-square feet of shingles or roofing are missing or damaged from surveyed roof areas, and the condition does result in damage to the interior of the Unit.  Level 2/Pass: Between 101-square feet and 200-square feet of shingles or roofing are missing or damaged from surveyed roof areas, but the condition does not result in damage to the interior of the Unit.  Level 2/Fail: Between 101-square feet and 200-square feet of shingles or roofing are missing or damaged from surveyed roof areas, and the condition does result in damage to the interior of the Unit.  Level 3/Pass: 201-square feet or more of shingles or roofing are missing or damaged from surveyed roofing areas, but the condition does not result in damage to the interior of the Unit.  Level 3/Fail: 201 square feet or more of shingles or roofing are missing or damaged from surveyed roofing areas, and the condition does result in damage to the interior of the Unit.	Language revised for clarity.
94	7.1.4	Walls	34	29	NO	Grammar	The exterior enclosure of the building or structure. Materials for construction include concrete, masonry block, brick, stone, wood, glass block.	The Walls are the exterior enclosure of the building or structure. Materials for Wall construction include concrete, masonry block, brick, stone, wood, and glass block.	Language revised for clarity.
95	7.1.4	Walls	34	29	NO	Grammar	1) On multi-unit buildings, applies to exterior wall surfaces of (or directly adjacent) to the voucher unit only. If a condition exists adjacent to the unit that has potential to negatively affect the voucher unit, it should be evaluated here. 2) This does not include foundation walls.	1) On multi-unit buildings, Building Exterior Walls apply to exterior wall surfaces of, or directly adjacent to the HCV Unit only. If a condition exists to the adjacent dwelling unit that has potential to negatively affect the HCV Unit, the Inspector must evaluate the condition here. 2) Building Exterior Walls do not include foundation walls.	Language revised for clarity.
96	7.1.4	Missing/Damaged/Loose Pieces/Holes/Spalling	35	30	NO	Typo	* Missing Pieces/Holes/Spalling	* Missing/Damaged/Loose Pieces/Holes/Spalling	Language revised to ensure Defect name reflects Defect definition.
97	7.1.4	Missing/Damaged Caulking/Mortar	35	30	NO	Grammar	1) This does not include caulking relative to doors and windows; they are covered in other areas. Address all other caulking here.	1) Caulking and mortar does not include caulking relative windows; the Inspector must cover caulking relative to windows under Windows - Structure and Finishes - (Unit).	Language revised for clarity.
98	7.1.4	Missing/Damaged/Loose Pieces/Holes/Spalling	35	31	NO	Grammar	1) Applies to all types of exterior wall finishes.	1) Deterioration of the exterior wall surface applies to all types of exterior wall finishes.	Language revised for clarity.
99	7.1.4	Stained/Peeling/Needs Paint (Walls – Building Exterior)	36	31	YES	Grammar	If peeling or deteriorated paint is observed and the unit was constructed prior to 1978 and there is a child under the age of six the inspector must record a Health & Safety Deficiency under "Health & Safety/ Lead Based Paint".	If the Inspector observes peeling or deteriorated paint, the Unit was constructed prior to 1978, there is a child under the age of six, then the Inspector must record a Health & Safety Deficiency under "Health & Safety/ Lead Based Paint."	Language revised for clarity.
100	7.2	Unit	37	31	NO	Consistency	The unit is a group of rooms located within a structure forming a single habitable space with facilities used by a single household for living, sleeping, cooking, and eating purposes.	The Unit is a group of rooms located within a structure forming a single habitable space with facilities used by a single household for living, sleeping, cooking, and eating purposes.	Language revised for consistency with document.
101	7.2	Unit	37	32	NO	Grammar	If the inspector cannot access an Inspectable Item, the inspector is to record this item as a Deficiency.	If the Inspector cannot access an Inspectable Item, the Inspector must record this item as a Deficiency.	Language revised for clarity.
102	7.2	Unit	37	32	NO	Grammar	5) Any appliance leaking onto floors or walls should be covered under the respective "Water Stains/Water Damage (Structure – Unit)" section.	5) The Inspector must evaluate any evidence of water stains or damage on floors or walls due to a leaking appliance under Water Stains/Water Damage (Structure and Finishes – Unit).	Language revised for clarity.
103	7.2	Unit	37	32	YES	Typo	Items to inspect for "Unit" are as follows: • Cabinets, Countertops, and Appliances • Electrical System • Heating, Cooling, and Ventilation • Life Safety Equipment • Plumbing System • Structure and Finishes	Items to inspect for "Unit" are as follows: • Plumbing System • Electrical System • Structure and Finishes • Cabinets, Countertops, and Appliances • Life Safety Equipment • Heating, Cooling, and Ventilation	Language revised to correct order of sub-sections.
104	7.2.1	Kitchen Sink - Missing/Damaged	38	33	NO	Grammar	Notes: 1) If a stopper is missing, do not record it as a defect.	Notes: 1) The Inspector must not record a Deficiency if a stopper is missing.	Language revised for clarity.

105	7.2.1	Bathroom Sink - Missing/Damaged	39	34	NO	Grammar	Notes: 1) A stopper that is near the sink, but not positioned for use during the time of the inspection, is not a defect. 2) A missing or inoperable mechanical stopper should not be considered "associated hardware". It should be recorded as a L1 defect only. 3) Some shut off valves may not have handles, therefore, a special wrench may be required to turn on and off. 4) If a sink is not securely mounted, it may be at risk for a water leak. Inspectors should inspect for the following: • Sink shows signs of pulling away from the wall. • Appears to be a gap between the sink and wall. • Sink moves when water is turned on or off. • Front edge of sink is leaning down toward floor. • If sink is mounted on a vanity, the vanity is pulling away from the wall or the vanity shows signs of separating at its seams. 5) If a leak is identified, record the Deficiency under "Bathroom Sink – Leaking Faucets/Associated Hardware (Bathroom – Plumbing – Unit)."	Note: 1) Some shut off valves may not have handles and require a special wrench to turn on-and-off. The Inspector cannot record a defect if the shut off valves require this special wrench. 2) If a sink is not securely mounted, it may be at risk for a water leak. The Inspector must inspect sinks for the following: • Signs of pulling away from the wall. • Appearance of a gap between the sink and wall. • Movement of the sink when water is turned on or off. • Downward lean of the front edge of sink toward floor. • Signs of separation at seams of a vanity if sink is mounted on a vanity, or the vanity is pulling away from the wall. 3) If the Inspector identifies a leak the leak is recorded under Bathroom Sink – Leaking Faucets/Associated Hardware (Bathroom – Plumbing – Unit).	Language revised for clarity.
106	7.2.1	Shower/Tub - Missing/Damaged	41	36	NO	Grammar	Notes: 1) This does not include leaking faucets and pipes.	Note: 1) Shower or tub components do not include leaking faucets and pipes.	Language revised for clarity.
107	7.2.1	Water Closet/Toilet – Damaged/Missing (Plumbing System – Unit)	42	37	NO	Grammar	Note: 1) If the tank is loose, check for leaks.	Note: 1) The Inspector must evaluate for leaks if the water closet or toilet is loose.	Language revised to correct typo.
108	7.2.1	Water Closet/Toilet – Damaged/Missing (Plumbing System – Unit)	42	37	YES	Consistency	Seat, flush handle, tank cover, mounting hardware, or other associated hardware are missing, loose, or damaged but the toilet can still be used.	Seat, flush handle, tank cover, mounting hardware, or other associated hardware are missing, loose, or damaged but the water closet/toilet can still be used.	Defect level revised to accurately reflect language in Defect name.
109	7.2.1	Misaligned Chimney/Ventilation System (Water Heater – Plumbing System – Unit)	45	40	YES	Mechanics	Level 3/Fail/Life Threatening: The chimney or venting system is disconnected misaligned, negatively pitched, or damaged which may cause improper or dangerous venting of gases.	Level 3/Fail/Life Threatening: The chimney or venting system is misaligned, damaged, disconnected, or negatively pitched which may cause improper or dangerous venting of gases.	Defect definition revised to accurately reflect defect description.
110	7.2.1	Missing Safety Divider (Water Heater – Plumbing System – Unit)	45	40	NO	Grammar	Notes: 1) The location of the water heater must not present a hazard. The water heater's safety divider isolates the water heater from the living space.	Note: 1) The location of the water heater cannot present a hazard. The water heater's safety divider isolates the water heater from the living space.	Language revised for clarity.
111	7.2.1	Temperature and Pressure Relief Valve/Discharge Line (Water Heater – Plumbing System – Unit)	46	41	NO	Grammar	Note: 1) If the inspector observes associated problems with the relief valve discharge piping such as the end of the extension is threaded, a shut off valve is installed in the extension or the extension does not have a downward slope, consider it to be damaged and provide a comment as to the nature of the Deficiency.	Note: 1) If the relief valve discharge piping has damage such as the end of the extension is threaded, a shut off valve is installed in the extension, or the extension does not have a downward slope, the Inspector must record a Deficiency and provide a comment as to the nature of the damage.	Language revised for clarity.
112	7.2.2.1	Lighting (Electrical System – Unit)	46	42	NO	Grammar	Note: 1) A light that is part of an installed appliance such as the light in the kitchen range hood fan assembly, microwave, or lights integral to a garage door opener are not evaluated under "Lighting - (Unit)".	Note: 1) The Inspector must evaluate a light that is part of an installed appliance such as the light in the kitchen range hood fan assembly, microwave, or lights integral to a garage door opener under "Lighting - (Electrical System - Unit)".	Language revised for clarity.
113	7.2.2.1	Lighting (Electrical System – Unit)	47	42-43	NO	Remove from Protocol	System to provide illumination to a room or area. Includes fixtures, and supporting accessories.	Delete from V2.5	Defects do not require a definition like Inspectable Areas or Items.
114	7.2.2	Electrical System (Unit)	46	41	YES	Formatting	Lighting (Electrical System – Unit)	7.2.2.1 Lighting (Electrical System – Unit)	Sub-section numbering added for document ease of use.
115	7.2.2.1	Missing/Inoperable (Lighting – Electrical System – Unit)	47	42	NO	Grammar	Notes: 1) If inspector observes evidence of smoke, burn marks, arcing, or any other indication of an electrical hazard they should record an electrical hazard under "Electrical Hazards (Health and Safety)". 2) The owner or tenant should have the opportunity to replace a burned out light bulb during the course of the inspection so that the inspector may check that the fixture is in proper operating condition.	Note: 1) If the Inspector observes evidence of smoke, burn marks, arcing, or any other indication of an electrical hazard, the Inspector must record an electrical hazard under Electrical Hazards (Health and Safety). 2) The Owner or Tenant should have the opportunity to replace a burned out light bulb during the inspection so the Inspector can check that the light fixture is in proper operating condition.	Language revised for clarity.
116	7.2.2.1	Loose/Hanging Light Fixture (Lighting – Electrical System – Unit)	47	42-43	NO	Grammar	Level 3/Fail: A light fixture is readily accessible, is not securely mounted to the ceiling or wall, and electrical connections are not exposed. -OR- A light fixture is not readily accessible, is not securely mounted to the ceiling or wall, and electrical connections are not exposed. -OR- A light fixture that is not readily accessible, is not securely mounted to the ceiling or wall, and electrical connections or wires are exposed. Level 3/Fail/Life Threatening: A light fixture is readily accessible, is not securely mounted to the ceiling or wall, and electrical connections or wires are exposed. -OR- A light fixture is hanging by its wires.	Level 3/Fail: A light fixture is readily accessible and not securely mounted to the ceiling or wall, but electrical connections are not exposed. -OR- A light fixture is not readily accessible nor securely mounted to the ceiling or wall, but electrical connections are not exposed. -OR- A light fixture is not readily accessible nor securely mounted to the ceiling or wall, and electrical connections or wires are exposed. Level 3/Fail/Life Threatening: A light fixture is readily accessible and not securely mounted to the ceiling or wall, and electrical connections or wires are exposed. -OR- A light fixture is hanging by its wires.	Language revised for clarity.
117	7.2.2.2	Receptacles (Outlets)/Switches (Electrical System – Unit)	48	43	YES	Typo	This section can have the following defects: - Missing - Broken - Inoperable - Receptacles Not Properly Wired - Missing/Broken Cover Plates - Unprotected Receptacles - GFCI Inoperable - AFCI Missing/Inoperable	This section can have the following defects: - Missing - Broken - Inoperable - Receptacles (Outlets) not Properly Wired - Missing/Broken Cover Plates - Unprotected Receptacles (Outlets) - GFCI Inoperable - AFCI Inoperable	Language revised to correct sub-section names.
118	7.2.2.2	Inoperable (Receptacles (Outlets)/Switches – Electrical System – Unit)	49	44	NO	Grammar	Notes: 3) Inoperable light switches should be recorded under "Lighting - Missing/Inoperable" or for switched receptacles under this category.	Note: 3) The Inspector must record inoperable light switches under Missing/Inoperable (Lighting – Electrical System – Unit) or for switched receptacles under this category.	Language revised for clarity.
119	7.2.2.2	Receptacles (Outlets) not Properly Wired (Receptacles (Outlets)/Switches – Electrical System – Unit)	49	44	NO	Grammar	Note: 1) When 2-prong receptacles (outlets) have been replaced with GFCI receptacles the Circuit Tester will display an Open Ground. These GFCI receptacles should be tested using the "Test" button on the GFCI device. If the GFCI trips when button is pressed, it is not a fail condition and should not be recorded as a deficiency.	Note: 1) When a two-prong receptacle (outlet) has been replaced with a Ground Fault Circuit Interrupter (GFCI) receptacle (outlet), the Circuit Analyzer will display an Open Ground. The Inspector must test the GFCI receptacle using the "Test" button on the GFCI device. If the GFCI receptacle trips when the Inspector presses the "Test" button, the Inspector should not record a Deficiency.	Language revised for clarity.
120	7.2.2.2	Unprotected Receptacles (Outlets) (Receptacles (Outlets)/Switches – Electrical System – Unit)	50	45	YES	Mechanics	Notes: 1. GFCI-protected receptacles(outlets) (either by branch circuit breakers or GFCI-protected outlets) shall be installed in the following convenience appliance receptacles (outlets) locations: • Bathrooms, within six feet of sinks, tubs, showers • Kitchens, above the counter top and not within cabinets, within six feet of the sink • Laundry rooms within six feet of laundry sinks • Exterior, Garage, and Unfinished Basement	Note: 1) GFCI-protected receptacles(outlets) (either by branch circuit breakers or GFCI-protected outlets) must be installed in the following convenience appliance receptacles (outlets) locations: • Bathrooms, within 6 feet of sinks, tubs, showers • Kitchens, above the counter top and not within cabinets, within 6 feet of the sink • Laundry rooms, within 6 feet of laundry sinks • Exterior, Garage, and Unfinished Basement	Language revised for consistency.
121	7.2.2.2	GFCI Inoperable (Receptacles (Outlet)/Switches – Electrical System – Unit)	50	45	NO	Grammar	Notes: 1) To determine whether the GFCI is functioning, the self-test button in the GFCI device must be pressed 2) When 2-prong receptacle (outlet) have been replaced with GFCI receptacle (outlet), a GFCI tester will display open ground and should only be tested using the test button on the device (i.e. if device trips when button is pressed it is not a fail item). 3) GFCI circuit breakers are evaluated under "GFCI Missing/Inoperable (Electrical System – Unit)".	Note: 1) To determine whether the GFCI is functioning, the Inspector must press the "Test" button in the GFCI device. 2) When a two-prong receptacle (outlet) has been replaced with a GFCI receptacle (outlet), the Circuit Analyzer will display an Open Ground. The GFCI receptacle should be tested using the "Test" button on the GFCI device. If the GFCI receptacle trips when the Inspector presses the "Test" button, the Inspector should not record this as a Deficiency. 3) The Inspector must evaluate GFCI circuit breakers under GFCI Circuit Breaker Inoperable (Electrical System – Unit).	Language revised for clarity.
122	7.2.2.2	AFCI Missing/Inoperable (Receptacles (Outlets)/Switches – Electrical System – Unit)	50-51	46	YES	Mechanics	Defect: The AFCI does not function when tested.	Defect: The Arc Fault Circuit Interrupter (AFCI) does not function when tested.	Language revised to conform with style rules.
123	7.2.2.3	Electrical Distribution (Electrical System – Unit)	51	46	NO	Grammar	Equipment that safely distributes electrical power throughout the unit. Includes equipment that provides control, protection, metering, and service.	Electrical Distribution includes equipment that safely provides control, protection, metering, and distribution of electrical power throughout the Unit.	Language revised for clarity.
124	7.2.2.3	Electrical Distribution (Electrical System – Unit)	51	46	NO	Grammar	Notes: 1) Electrical panels (breaker/fuse boxes) that are secured at the time of inspection (except for disconnects and timer boxes) must be made accessible to the inspector for inspection. Any electrical panel (breaker/fuse box) that is not made accessible will be recorded as "Blocked Access to Electrical Panel" 2) Timer and disconnects (all electrical boxes other than breaker/fuse) whose door/protective cover is not secured must be inspected, provided that doing so will not interrupt electrical service. Secured means that it requires the use of a tool. Tools can be items such as keys for locks, cutters, screwdrivers, or other similar instruments.	Note: 1) The Inspector must have access to electrical panels (breaker/fuse boxes) that are secured at the time of inspection (except for disconnects and timer boxes). The Inspector must record a Deficiency under Blocked Access to Electrical Panel (Electrical Distribution – Electrical System – Unit) if the Owner or Tenant does not provide access to any electrical panel (breaker/fuse box) during the inspection. 2) The Inspector must evaluate all timer and disconnects (all electrical boxes other than breaker/fuse) without a secured door/protective cover, provided that doing so will not interrupt electrical service. "Secured" means that the Inspector must use a tool to open the door/protective cover. The Inspector can use tools such as keys for locks, cutters, screwdrivers, or other similar instruments.	Language revised for clarity.

125	7.2.2.3	Blocked Access to Electrical Panel (Electrical Distribution – Electrical System – Unit)	51	46	NO	Grammar	Note: 1) If an item is easy to remove, like a picture frame, this should not be recorded as a deficiency. 2) Electrical panel covers that are mechanically fastened (screwed shut) or painted shut should be recorded as a Deficiency.	Note: 1) The Inspector cannot record a Deficiency if an item is easy to remove (like a picture frame). 2) The Inspector must record a Deficiency if an electrical panel cover is painted or screwed shut (mechanically fastened).	Language revised for clarity.
126	7.2.2.3	Blocked Access to Electrical Panel (Electrical Distribution – Electrical System – Unit)	51	47	YES	Grammar	Level 3/Fail: A fixed obstruction impedes access to the Unit's electrical panel board switch in an emergency.	Level 3/Fail: A fixed obstruction or item delays or prevents access to the Unit's electrical panel in an emergency.	Language revised for clarity.
127	7.2.2.3	Burnt Breakers (Electrical Distribution – Electrical System – Unit)	51	47	YES	Technical	Level of Defect: Level 3/Fail: Carbon residue, melted breakers, or arcing scars.	Level of Defect: Breakers have carbon on the plastic body, or the plastic body is melted or scarred. -OR- The panel has carbon residue or arcing scars.	Language revised for clarity.
128	7.2.2.3	Frayed Wiring (Electrical Distribution – Electrical System – Unit)	52	47	YES	Grammar	Notes: 1) Do not consider this a Deficiency for wires that are not intended to be insulated, such as grounding wires. 2) Do not consider low voltage wiring such as telephone and cable TV.	Note: 1) The Inspector cannot record a Deficiency if the exposed wires are not intended to be insulated (such as grounding wires). 2) The Inspector should not evaluate low voltage wiring such as telephone and cable TV.	Language revised to provide active voice.
129	7.2.2.3	GFCI Circuit Breaker Inoperable (Electrical Distribution – Electrical System – Unit)	52	47	YES	Technical	GFCI Circuit Breaker Missing/Inoperable (Electrical Distribution – Electrical System – Unit); AFCI Circuit Breaker Missing/Inoperable (Electrical Distribution – Electrical System – Unit)	GFCI Circuit Breaker Inoperable (Electrical Distribution – Electrical System – Unit); AFCI Circuit Breaker Missing/Inoperable (Electrical Distribution – Electrical System – Unit)	Defect name revised to accurately reflect definition.
130	7.2.2.3	GFCI Circuit Breaker Inoperable (Electrical Distribution – Electrical System – Unit)	52	48	YES	Technical	Level of Defect: Level 3/Fail: The GFCI circuit breaker is missing does not function when tested.	Level of Defect: Level 3/Fail: The GFCI circuit breaker does not function when tested.	Definition revised to accurately reflect defect criteria.
131	7.2.2.3	GFCI Circuit Breaker Inoperable (Electrical Distribution – Electrical System – Unit)	52	47-48	NO	Grammar	Level 3/Fail: The GFCI circuit breaker is missing does not function when tested.	Note: 1) To determine whether the GFCI circuit breaker is functioning, the Inspector must press the "Test" button on the device. 2) The defect applies to circuit breakers only. The Inspector must evaluate wall-mounted GFCI receptacles (outlets) under GFCI Inoperable (Electrical Distribution – Electrical System – Unit).	Language revised for clarity.
132	7.2.2.3	AFCI Circuit Breaker Inoperable (Electrical Distribution – Electrical System – Unit)	52	48	NO	Grammar	Level 3/Fail: The AFCI device does not function when tested.	Level 3/Fail: The AFCI circuit breaker does not function when tested.	Language revised for clarity.
133	7.2.2.3	Breakers/Fuses (Electrical Distribution – Electrical System – Unit)	53	48	NO	Grammar	Defect: An open circuit breaker position that is not appropriately blanked-off in a panel board, main panel board or other electrical box that contains circuit breakers or fuses.	Defect: There is an open circuit breaker or fuse port in a panel board, main panel board, or other electrical box that contains circuit breakers or fuses.	Language revised for clarity.
134	7.2.3.1	Bulging/Buckling (Ceiling – Structure and Finishes – Unit)	53	49	YES	Technical	Note: 1) Applies to ceiling surface materials such as drywall and plaster.	Note: 1) Applies to ceiling structure and/or surface materials such as drywall and plaster.	Language revised for clarity.
135	7.2.3.1	Holes (Ceiling – Structure and Finishes – Unit)	54	50	YES	Subjective Language	Level of Defect: Level 1/Pass: A hole that is smaller than, or equal to 12 inches by 12 inches. Level 3/Pass: A hole that is larger than 12 inches by 12 inches in any dimension.	Level 1/Pass: In any one room, a hole that is smaller than, or equal to 12 inches by 12 inches in any dimension. Level 3/Pass: In any one room, a hole that is larger than 12 inches by 12 inches in any dimension.	Language revised for clarity.
136	7.2.3.2	Doors (Structure and Finishes – Unit)	55	51	NO	Grammar	Means of access to the interior of a unit, room within the unit, or closet. Doors provide privacy and security, control passage, and provide fire and weather resistance.	Doors are the means of access to the interior of a Unit and to a room or closet within the HCV Unit. Doors provide privacy and security, control passage, and provide fire and weather resistance.	Language revised for clarity.
137	7.2.3.2	Doors (Structure and Finishes – Unit)	55-56	51	NO	Grammar	Notes: 1) Applies to doors such as, but not limited to: • Entry Doors: a unit entry door separates the exterior of a building from the habitable space, or separates a building common area from the unit • Patio Doors, Sliding Glass Doors, Overhead Doors on attached garage (includes sliding, swinging, or bi-fold garage doors) • Fire Rated (i.e. labeled doors) Doors: such as mechanical closet and door separating garage/living space, etc. • Bathroom Doors • Bedroom and "Other" Doors: such as laundry, storage, closet mechanical, etc. 2) A door that services a unit patio/deck/porch regardless of floor level is considered an entry door.	Note: 1) The Inspectable Element defects apply to doors including, but not limited to the following: • Entry Doors: separate the exterior of a building from the Unit, or separates Common Areas from the Unit; • Fire-Rated (i.e. labeled doors) Doors: separate a mechanical closet from the garage and/or living space, etc.; • "Other" doors: separate the living space from the laundry, storage, mechanical, etc.; • Patio doors, sliding glass doors, overhead doors on an attached garage (includes sliding, swinging, or bi-fold garage doors); • Bathroom doors; and • Bedroom doors. 2) The Inspector must evaluate any door that services a unit patio/deck/porch, regardless of floor level, as an Entry Door.	Language revised for clarity.
138	7.2.3.2	Deteriorated/Missing Seals (Entry Only) (Doors – Structure and Finishes – Unit)	56	52	NO	Grammar	Defect: The seals, stripping, and sweep on the entry door(s) or fire rated doors intended to resist weather, smoke/fire, the entry of pests, and noise are damaged or missing.	Defect: The seals, stripping, and sweep on the Entry Door or Fire-Rated Door that are intended to resist weather, smoke/fire, the entry of pests, and noise are damaged or missing.	Language revised for clarity.
139	7.2.3.2	Deteriorated/Missing Seals (Entry Only) (Doors – Structure and Finishes – Unit)	56	52	NO	Grammar	Notes: 1) This defect applies only to entry doors or fire rated/ labeled doors that were designed with seals. If a door shows evidence that a seal was never part of its design, do not record it as a deficiency.	Note: 1) This defect only applies to an Entry Door or Fire-Rated Door that is designed with seals. If an Entry Door or Fire-Rated Door shows evidence that a seal was never part of its design, the Inspector cannot record a Deficiency.	Language revised for clarity.
140	7.2.3.2	Doors (Structure and Finishes – Unit)	56	51	NO	Duplicate (Remove)	Notes: 2) A door that services a unit patio/deck/porch regardless of floor level is considered an entry door.	(none)	The language is duplicative and was removed.
141	7.2.3.2	Deteriorated/Missing Seals (Entry Only) (Doors – Structure and Finishes – Unit)	56	52	NO	Grammar	Level 3/Pass: The seals are missing on an entry door or fire rated/ labeled door, or they are so damaged that they do not function as they should but the resulting gap is less than ½ inch in width and there is no evidence of water infiltration. -OR- Light is observed around a closed door that has no seal deterioration but the resulting gap is less than ½ inch in width and there is no evidence of water infiltration. -OR- On a glass door there is condensation or discoloration between the glass panes of a thermal pane.	Level 3/Pass: The seals are missing on an Entry Door or Fire-Rated Door, or the seals are so damaged that they do not function as they should. The resulting gap is less than ½-inch wide and there is no evidence of water infiltration. -OR- Light is observed around a closed Entry Door or Fire-Rated Door that has no seal deterioration. The resulting gap is less than ½-inch wide and there is no evidence of water infiltration. -OR- Condensation or discoloration is observed between the glass panes of a thermal pane on an Entry Door or Fire-Rated Door.	Language revised for clarity.
142	7.2.3.2	Deteriorated/Missing Seals (Entry Only) (Doors – Structure and Finishes – Unit)	56	52	NO	Grammar	Level 3/Fail: The seals are missing on 1 entry door or fire rated/ labeled door, or they are so damaged that they do not function as they should. The resulting gap is greater than ½ inch in width or there is evidence of water infiltration. -OR- Light is observed around a closed door that has no seal deterioration but the resulting gap is greater than ½ inch or there is evidence of water infiltration.	Level 3/Fail: The seals are missing on an Entry Door or Fire-Rated Door, or the seals are so damaged that they do not function as they should. The resulting gap is greater than ½-inch wide and there is evidence of water infiltration. -OR- Light is observed around a closed Entry Door or Fire-Rated Door that has no seal deterioration. The resulting gap is greater than ½-inch wide and there is evidence of water infiltration.	Language revised for clarity.
143	7.2.3.2	Damaged Frames/Threshold/Lintels/Trim (Doors – Structure and Finishes – Unit)	57	52	NO	Grammar	Note: 1) If damage to a door's hardware, (locks, hinges, etc.) is observed, record this under "Damage Hardware/Locks (Doors – Structure – Unit)".	Note: 1) If the Inspector observes damage to a door's hardware (locks, hinges, etc.), the Inspector must record the defect under Damaged Hardware/Locks (Doors – Structure and Finishes – Unit).	Language revised for clarity.
144	7.2.3.2	Damaged Hardware/Locks (Doors – Structure and Finishes – Unit)	57	53	NO	Grammar	Notes: 1) Strike plates of door locks are integral component of the lock and when missing are recorded as "Damaged/Missing Hardware". 2) If an interior door is designed without locks, do not record it as a Deficiency. 3) A stick is an acceptable alternative to an inoperable lock only for a sliding glass door. If the stick is not installed it must be in the vicinity of the door and must be installed/tested by the inspector to ensure the door can be secured.	Note: 1) Strike plates of door locks are integral component of the lock. The Inspector must record missing strike plates as a Deficiency under "Damaged/Missing Hardware." 2) If an interior -door is designed without locks, the Inspector should not record it as a Deficiency. 3) A stick is an acceptable alternative to an inoperable lock for a sliding glass door only. If the stick is not installed, the stick must be in the vicinity of the door and the Inspector must install and test the stick to ensure the door can be secured.	Language revised for clarity.
145	7.2.3.2	Damaged Frames/Threshold/Lintels/Trim (Doors – Structure and Finishes – Unit)	57	52	YES	Technical	Level 2/Pass: An interior door is not functioning or cannot be locked because of damage to the frame, header, jamb, threshold, lintel, or trim.	Level 2/Pass: An interior door does not function or cannot be locked because of damage to the frame, header, jamb, threshold, lintel, or trim.	Language revised for clarity.
146	7.2.3.2	Damaged Surface (Holes/Paint/Rust/Glass) (Doors – Structure and Finishes – Unit)	58	54	NO	Grammar	Level 3/Pass: An entry door has a hole ½ inch in diameter or less, cracked glass, significant peeling/cracking or no protective finish that does not comprise the integrity of the door.	Level 3/Pass: An Entry Door has a hole less than or equal to ½-inch wide, cracked glass, significant peeling/cracking, or no protective finish. The integrity of the Entry Door is not compromised.	Language revised for clarity.
147	7.2.3.2	Damaged Surface (Holes/Paint/Rust/Glass) (Doors – Structure and Finishes – Unit)	58	54	NO	Duplicate (Remove)	An entry door has a hole of any size that penetrates to the exterior.	(none)	The language is duplicative and was removed.
148	7.2.3.2	Damaged/Missing Screen/Storm/Security Door (Doors – Structure and Finishes – Unit)	59	54	NO	Technical	Defect: Damage to surfaces, including screens, glass, frames, hardware, and door surfaces.	Defect: Damage to a screen, storm, and/or security door including screens, glass, frames, hardware, and door surfaces.	Description revised to include "damaged screens".

149	7.2.3.2	Damaged/Missing Screen/Storm/Security Door (Doors – Structure and Finishes – Unit)	59	55	NO	Grammar	Notes: 1) Screen, storm, and/or security doors are not required and should not be recorded as a Deficiency if they have not been previously installed "Missing" applies only if a screen or security door that was there is not present.	Note: 1) Screen, storm, and security doors are not required. The Inspector cannot record a Deficiency if a screen, storm, or security door was not previously installed. "Missing" applies only if a screen, storm, and/or security door was present and is missing at the time of inspection.	Language revised for clarity.
150	7.2.3.2	Damaged/Missing Screen/Storm/Security Door (Doors – Structure and Finishes – Unit)	59	55	NO	Technical	Level 1/Pass: A screen door, storm door, or security door is damaged or missing, or does not function as it should, or is missing screens or glass, as shown by an empty frame or frames.	Level of Defect: Level 1/Pass: A screen, storm, or security door is missing. -OR- A screen, storm, or security door is damaged and is missing screens or glass, as shown by an empty frame or frames. The screen, storm, or security door does not function as it should.	Language revised for clarity.
151	7.2.3.2	Missing Door (Doors – Structure and Finishes – Unit)	59	55	NO	Grammar	Notes: 1) A missing bathroom door is not a fail Deficiency if privacy is still provided in an enclosure around the toilet. 2) If an interior non-fire rated door has been removed to improve access for an elderly or handicapped tenant, do not record this as a Deficiency. 3) A door missing from its jamb or frame is recorded as "Missing Door" regardless of whether or not the door is in the immediate area. 4) Double doors that serve one door entrance are considered to be one door. Record as one missing door if one or both are missing. 5) Doors in units that have been removed by the owner, other than in elderly or handicapped units, must have all evidence of their previous existence removed. The holes where the hinges were located as well as the mortised area of the hinges and the strike must be filled, sanded, and painted; otherwise it is recorded as a "Missing Door" Deficiency. 6) Fire rated doors should have labels on the door and jam indicating it as such. Therefore, if a fire door is missing, the jam should be labeled accordingly to indicate a fire door was there. This allows the inspector to determine if a fire door is missing based on the jam's label.	Note: 1) The Inspector cannot record a missing bathroom door as a Deficiency if an enclosure around the water closet/toilet provides privacy. 2) The Inspector cannot record a missing door as a Deficiency if the missing door enables improved access for an elderly or handicapped Tenant. 3) The Inspector must record a door missing from a jamb or frame as a Deficiency regardless of whether the door is in the vicinity of the jamb or frame. 4) If an Owner has removed a door from a Unit (without elderly or handicapped tenants), the Owner must remove all evidence of the previous door. The Owner must ensure the holes, strike and fill, sand, and paint the mortised area where the hinges were located; otherwise the Inspector must record a Deficiency. 5) Inspectors must consider double doors that serve as one Entry Door to be one door. The Inspector must record the Deficiency if one or both doors are missing. 6) Fire-Rated Doors must have an identifying label on the door and jamb. Therefore, if a Fire-Rated Door is missing, the jamb should have an identifying label to indicate a Fire-Rated Door was present. The Inspector can then determine whether a Fire-Rated Door is missing based on an identifying label located on the door jamb.	Language revised for clarity.
152	7.2.3.5	Bulging/Buckling (Walls – Structure and Finishes – Unit)	63	59	YES	Grammar	Bulging/Buckling (Walls – Structure and Finishes – Unit) Defect: A wall is bowed, deflected, sagged, unkeyed, or is no longer vertically aligned to the extent that wall failure is possible. Level 3/Pass: There is bulging, buckling, sagging, unkeyed plaster or that the wall is no longer vertically aligned. Failure of the wall finish is not likely. Level 3/Fail: There is bulging, buckling, sagging, unkeyed plaster or that the wall is no longer vertically aligned. Failure of the wall finish is likely.	Bulging/Buckling (Walls – Structure and Finishes – Unit) Defect: A wall is bowed, deflected, sagged, unkeyed, or is no longer vertically aligned (to the extent that wall failure is possible). Level 3/Pass: There is bulging, buckling, sagging, unkeyed plaster, or the wall is no longer vertically aligned. Failure of the wall finish is not likely. Level 3/Fail: There is bulging, buckling, sagging, unkeyed plaster, or the wall is no longer vertically aligned. Failure of the wall finish is likely.	Language revised to correct grammar.
153	7.2.3.5	Damaged (Walls – Structure and Finishes – Unit)	64	60	NO	Grammar	Notes: 1) This does not include small holes created by hanging pictures, etc. 2) Control joints/construction joints should not be recorded as a Deficiency. 3) Cracks that have been repaired or sealed properly are no longer a Deficiency. 4) When multiple holes are observed in the same room, add them together to estimate size. Holes are cumulative per room or area.	Note: 1) The defect does not include small holes created by hanging pictures, etc. 2) The Inspector cannot record a control joint/construction joint recorded as a Deficiency. 3) The Inspector cannot record properly sealed or repaired cracks as a Deficiency. 4) The Inspector must add all observed holes in a room together to estimate the defect level. Holes are cumulative per room or area.	Language revised for clarity.
154	7.2.3.6	Damaged Sills/Frames/Sash/Lintels/Trim (Windows – Structure and Finishes – Unit)	66	62	NO	Typo	Level 2/Fail: Damage to sills, frames, sash, lintels or trim resulting in the window no longer begin weather tight.	Level 2/Fail: Damage to sills, frames, sash, lintels, or trim. The window is no longer weather tight.	Language revised for clarity.
155	7.2.3.6	Missing/Deteriorated Caulking/Seals/Glazing Compound (Windows – Structure and Finishes – Unit)	66	62	YES	Mechanics	Note: 1) This includes thermopane and insulated windows that have failed.	1) This defect includes Thermopane and insulated windows that are not weather-tight.	Language revised for consistency.
156	7.2.4	Cabinets, Countertops, and Appliances (Unit)	67	63	YES	Mechanics	Cabinets – Cabinets, Countertops, and Appliances (Unit)	Cabinets – (Cabinets, Countertops, and Appliances – Unit)	Language revised for consistency.
157	7.2.4	Bathroom Cabinets – Missing/Damaged (Cabinets, Countertops, and Appliances – Unit)	67	63	YES	Mechanics	Bathroom Cabinets – Missing/Damaged (Bathroom – Cabinets, Countertops, and Appliances – Unit)	Bathroom Cabinets – Missing/Damaged (Cabinets, Countertops, and Appliances – Unit)	Language revised for consistency.
158	7.2.4	Bathroom Cabinets – Missing/Damaged (Cabinets, Countertops, and Appliances – Unit)	67	63	YES	Grammar	Note: 1) Bathroom cabinets are not required and should not be recorded as a Deficiency if they have not been previously installed.	Note: 1) An HCV Unit does not require bathroom cabinets. The Inspector should not record a Deficiency if bathroom cabinets are not installed.	Language revised for clarity.
159	7.2.4	Laundry Area/Room – Washer Hookup Leaking (Cabinets, Countertops, and Appliances – Unit)	71	67	YES	Typo	Note: 1) Leaks originating from the water supply lines servicing the laundry area are evaluated under "Building Systems/ Domestic Water/ Leaking Central Water Supply".	Note: 1) The Inspector must evaluate leaks that originate from the water supply lines servicing the laundry area under Leaking Central Water Supply (Domestic Water – Building Systems).	Language revised to provide active voice.
160	7.2.5	Smoke Detector – Missing/Inoperable (Life Safety Equipment – Unit)	71	67-68	NO	Grammar	Notes: 1) There must be at least one smoke detector on each living level. 2) If a smoke detector is present, it must function as designed. 3) "Missing" means that evidence suggests that personnel have removed a smoke detector that should be there. A "paint ring" alone, in the shape of a smoke detector, should not be considered a missing detector. 4) When multiple smoke detectors are interconnected (wired together so that one triggers all others), each smoke detector must be tested for correct function. 5) Smoke detectors that are part of a building-wide fire alarm system (found either in the unit or in common areas frequented by Unit tenants) require special consideration. Inspectors should verify if the smoke detector only alerts local entities (on-site) prior to testing. If the smoke detector system is a monitored system that alerts an outside agency, and recent documentation (within the previous 12 months) has been provided indicating the system has been tested and functions properly, the inspector will ensure that all visible components appear to be in place, but not activate the system. If satisfactory test documentation cannot be provided, and the system cannot be tested, the system must be considered inoperable. 6) HUD's intent with UPCS-V is not to preempt a stricter state or local standard. Therefore, at a minimum, smoke detectors should be installed in accordance with NFPA 74. PHAs should also include any additional information on local and/or State Fire Marshall's requirements in their Administrative Plans.	Notes: 1) There must be at least one smoke detector on each living level. 2) If a smoke detector is present, the smoke detector must function as designed. 3) "Missing" means there is evidence that suggests the Owner or Tenant have removed a smoke detector that was previously present. A "paint ring" alone, in the shape of a smoke detector, does not indicate a missing detector. 4) When multiple smoke detectors are interconnected (wired together so that one triggers all others), the Inspector must test each smoke detector for correct functionality. 5) Smoke detectors that are part of a building-wide fire alarm system (found either in the Unit or in Common Areas frequented by Tenants) require special consideration. The Inspector must verify if the smoke detector only alerts local entities (on-site) prior to testing. If the smoke detector system is a monitored system that alerts an outside agency, and recent documentation (within the previous 12 months) is provided indicating the system has been tested and functions properly, the Inspector must not activate the system but must ensure all visible components appear to be in place. If satisfactory test documentation cannot be provided and the system cannot be tested, the Inspector must consider the smoke detector as inoperable. 6) HUD's intent with UPCS-V is not to preempt a stricter state or local standard. Therefore, at a minimum, smoke detectors should be installed in accordance with NFPA 74. The PHA must also include any additional information on local and/or state Fire Marshall requirements in their Administrative Plans.	Language revised for clarity.
161	7.2.5	Carbon Monoxide Detector – Missing/Inoperable (Life Safety Equipment – Unit)	72	68	NO	Grammar	Notes: 1) Carbon Monoxide (CO) detectors are required to be installed in the immediate vicinity of all sleeping areas in units that contain any fuel burning appliance or an attached garage. 2) If there is a fireplace or another fuel-burning appliance in a bedroom, a CO detector is required to be installed within the bedroom. 3) A unit with no fuel fired appliances located in a multi-unit building that has integral garage space and/or fueled central heat or hot water systems must have a CO detector installed in the immediate vicinity of sleeping areas.	Note: 1) An HCV Unit with fuel-burning appliance(s) or an attached garage must have a carbon monoxide (CO) detector installed in the immediate vicinity of sleeping areas. 2) A bedroom with a fireplace or another fuel-burning appliance must have a CO detector installed within the bedroom. 3) An HCV Unit without fuel-fired appliances, located within a multi-unit building that has integral garage space and/or fueled central heat or hot water systems must install a CO detector in the immediate vicinity of sleeping areas.	Language revised for clarity.
162	7.2.6.1	Misaligned Chimney/Ventilation System (HVAC System – Heating, Cooling, and Ventilation – Unit)	75	71	NO	Typo	Defect: The chimney or venting system on a fuel fired unit is misaligned, negatively pitched, or exhibits any condition that allows the improper venting of dangerous gasses.	Defect: The chimney or venting system on fuel-fired equipment is misaligned, negatively pitched, or exhibits any condition that allows the improper venting of dangerous gasses.	Language revised for clarity.
163	7.2.6.1	Unit Ventilation (HVAC System – Heating, Cooling, and Ventilation – Unit)	75-76	72	NO	Formatting	Unit Ventilation (Heating, Ventilation, and Cooling – HVAC System – Unit) Adequate ventilation by means of operable windows, central fan ventilation systems, evaporative cooling systems, and room or central air conditioning.  Defect: No source of unit ventilation is present.  Notes: 1) If operable windows are the sole means of ventilation there must be at least one operable window on each exterior wall, if so designed. 2) Each floor level of the unit must meet the Fundamental Requirements for ventilation (excluding unfinished basements and attics).	Unit Ventilation (HVAC System – Heating, Cooling, and Ventilation – Unit) Defect: No source of Unit ventilation is present.  Note: 1) Adequate ventilation is provided by operable windows, central fan ventilation systems, evaporative cooling systems, and room or central air conditioning. 2) If operable windows are the sole means of ventilation, there must be at least one operable window on each exterior wall, if so designed. 3) Each floor level of the Unit must meet the Fundamental Requirements for ventilation (excluding unfinished basements and attics).	Information re-formatted to provide consistency with document.

164	7.3.1	Domestic Water (Building Systems)	77	73	NO	Typo	This Inspectable Item can have the following defects: <ul style="list-style-type: none"> <li>Leaking Central Water Supply</li> <li>Misaligned/Damaged Ventilation System</li> <li>Water Heater</li> <li>Temperature and Pressure Relief Valve/Discharge Line</li> <li>Private Water Supply Inoperable/Contaminated</li> </ul>	The Inspectable Element for Domestic Water is: <ul style="list-style-type: none"> <li>Water Heater</li> </ul> This Inspectable Item can have the following defects: <ul style="list-style-type: none"> <li>Leaking Central Water Supply</li> <li>Misaligned Chimney/Damaged Ventilation System</li> <li>Temperature and Pressure Relief Valve/Discharge Line</li> <li>Private Water Supply Inoperable/Contaminated</li> </ul>	Information re-formatted to provide ease of use.
165	7.3.1	Domestic Water (Building Systems)	77	73	NO	Formatting	This Inspectable Item can have the following defects: <ul style="list-style-type: none"> <li>Leaking Central Water Supply</li> <li>Misaligned/Damaged Ventilation System</li> <li>Water Heater</li> <li>Temperature and Pressure Relief Valve/Discharge Line</li> <li>Private Water Supply Inoperable/Contaminated</li> </ul>	This Inspectable Item can have the following defects: <ul style="list-style-type: none"> <li>Leaking Central Water Supply</li> <li>Misaligned/Damaged Ventilation System</li> <li>Temperature and Pressure Relief Valve/Discharge Line</li> <li>Private Water Supply Inoperable/Contaminated</li> </ul>	Information re-formatted to provide consistency with document.
166	7.3.2	Elevators (Building Systems)	80	75	NO	Consistency	(none)	This Inspectable Item can have the following defects: <ul style="list-style-type: none"> <li>Inoperable Elevators</li> <li>Elevator - Tripping</li> </ul>	Language added for consistency with document structure.
167	7.3.2	Elevators (Building Systems)	80	76	NO	Subjective Language	Notes: 1) The inspector must review the elevator certificate to ensure it is current. If the elevator has passed the required elevator inspection but has not received the formal certificate, the inspector may accept the inspection report in lieu of the certificate.	Notes: 1) The inspector must review the elevator certificate to ensure it is current. If the elevator has passed the required elevator inspection but has not received the formal certificate, the inspector may accept the inspection report in lieu of the certificate for the purposes of meeting the UPCS-V Protocol.	Language revised for clarity.
168	7.3.2	Elevators (Building Systems)	80	76	NO	Grammar	2) Inspectors are not to enter an elevator machinery room unless the elevator machinery room contains non-elevator equipment that, due to the equipment's association with the voucher unit, must be inspected or is the only route to another area requiring inspection.	2) The Inspector should not enter the elevator machinery room unless it is the only route to another Inspectable Area, or if the elevator machinery room contains non-elevator equipment associated with the Unit and the equipment must be inspected.	Language revised for clarity.
169	7.3.2	Elevator – Tripping (Elevators – Building Systems)	80	76	NO	Technical	Elevator – Tripping (Elevators – Building Systems) Defect: An elevator cab is misaligned with the floor by more than 3/4 inch. The elevator does not level as it should, which causes a tripping hazard. Level of Defect Level 3/Fail: The elevator cab is misaligned with the floor by more than 3/4 inch.	Elevator – Tripping (Elevators – Building Systems) Defect: An elevator cab is misaligned with the floor by more than 3/4 inch. The elevator does not level as it should, which causes a tripping hazard. Level of Defect Level 3/Fail: The elevator cab is misaligned with the floor by more than 3/4 inch. Comment: If the misalignment exceeds 3/4-inch, the Inspector must record a Health and Safety Deficiency under Tripping (Health and Safety).	Comment added to clarify potential need to record a Health and Safety Deficiency.
170	7.3.3	Emergency Power (Building Systems)	80	76	NO	Grammar	Standby/backup equipment intended to supply illumination or power or both, (battery or generator set) during utility outage or an emergency.	Emergency Power is the standby/backup equipment (battery or generator set) intended to supply illumination or power (or both), during utility outage or an emergency.	Language revised for clarity.
171	7.3.3	Back-Up Generator – Run-Up Records/Documentation Not Available (Emergency Power – Building Systems)	81	77	NO	Policy	The PHA may decide to accept written certification from the generator service company or qualified professional in lieu of records kept in the field.	The PHA may decide to accept written certification from the generator service company or qualified professional in lieu of records kept in the field for the purposes of meeting the UPCS-V Protocol.	Language added to clarify intent.
172	7.3.3	Missing/Damaged Exit Signs (Emergency Power – Building Systems)	81	77	NO	Formatting	Missing Exit Signs (Emergency Power – Building Systems)	Missing/Damaged Exit Signs (Emergency Power – Building Systems)	Language revised to accurately reflect defect.
173	7.3.4	Fire Protection (Building Systems)	82	77	NO	Grammar	Building System designed to minimize the effects of a fire. May include the following: portable fire extinguishers and permanent sprinkler systems.	Fire Protection are designed to minimize the effects of a fire. Fire Protection may include the following: portable fire extinguishers and permanent sprinkler systems.	Language revised for clarity.
174	7.3.4	Missing/Damaged Sprinkler Head (Fire Protection – Building Systems)	82	78	NO	Formatting	Missing Sprinkler Head (Fire Protection – Building Systems)	Missing/Damaged Sprinkler Head (Fire Protection – Building Systems)	Language revised to accurately reflect defect.
175	7.3.4	Missing/Damaged/Expired Extinguishers (Fire Protection – Building Systems)	82	78	NO	Grammar	Notes: 1) Common area fire extinguishers are evaluated only when directly along the voucher tenant's most common path of travel, fire egress route, or located in an area intended for tenant use. 2) If fire extinguishers are not present and there is no evidence, such as mounting brackets or fire cabinets, there is no deficiency. 3) If the inspection tag is missing during the inspection, the owner/representative may produce proof that the fire extinguisher certification is current such as an inspection report or the invoice from the fire extinguisher company for the last inspection. If there is such proof, do not record a Deficiency for a missing tag. 4) With respect to disposable (or non-rechargeable) fire extinguishers, the inspector must visually check the gauge, which must clearly indicate the fire extinguisher is adequately charged. Disposable fire extinguishers are not required to be tagged.	Notes: 1) The Inspector must evaluate Common Area fire extinguishers only when the fire extinguishers are directly along the Unit Tenant's most common path of travel, fire egress route, or located in an area intended for Tenant use. 2) If fire extinguishers are not present and there is no evidence, such as mounting brackets or fire cabinets, the Inspector cannot record a Deficiency. 3) If the inspection tag is missing during the inspection, the Owner may produce proof that the fire extinguisher certification is current such as an inspection report or the invoice from the fire extinguisher company for the last inspection. If the Owner provides such proof, the Inspector cannot record a Deficiency for a missing tag. 4) With respect to disposable (or non-rechargeable) fire extinguishers, the Inspector must visually check the gauge, which must clearly indicate the fire extinguisher is adequately charged. Disposable fire extinguishers are not required to be tagged.	Language revised for clarity.
176	7.3.5	Missing Drain/Cleanout/Manhole Covers (Sanitary System – Building Systems)	83	79	NO	Grammar	Notes: 1) Includes drain, cleanout and manhole covers. 2) Missing or damaged cleanout covers are a "fail" condition only when they have the potential to directly affect the unit. 3) Manhole covers that exist in areas frequently traveled by the tenant should be evaluated for any condition that could present a hazard.	Notes: 1) A protective cover includes drain, cleanout and manhole covers. 2) The Inspector must record a Deficiency only when missing or damaged cleanout covers are a "fail" condition only when they have the potential to directly affect the HCV Unit. 3) The Inspector must evaluate manhole covers for any condition that could present a hazard when the manhole cover(s) that exist in area(s) frequently traveled by the Tenant should be evaluated for any condition that could present a hazard.	Language revised for clarity.
177	7.4	Common Areas	86	81	YES	Formatting	The items within locations to be inspected for "Common Areas" are listed below. <ul style="list-style-type: none"> <li>Cabinets, Countertops, and Appliances</li> <li>Electrical System</li> <li>Heating, Ventilation, and Cooling</li> <li>Life Safety Equipment</li> <li>Plumbing System</li> <li>Structure</li> <li>Other Items</li> </ul>	The Inspectable Items for Common Areas are: <ul style="list-style-type: none"> <li>Plumbing System</li> <li>Electrical System</li> <li>Structure and Finishes</li> <li>Cabinets, Countertops, and Appliances</li> <li>Life Safety Equipment</li> <li>Heating, Ventilation, and Cooling</li> <li>Other Items</li> </ul>	Information reorganized to reflect order in document.
178	7.4	Common Areas	85	80	NO	Formatting	The inspector should only evaluate areas and items that the tenant is likely to use; areas and items the inspector is substantially certain the tenant(s) would not use are exempt from inspection. If the tenant has access to the mechanical room, it should be inspected for health and safety issues. If not, the inspector should only inspect the mechanical room for the function and condition of the equipment.	Common areas consist of primary and secondary means of Egress paths from the HCV Unit's Entry Door, and common features such as the laundry room, community room, mail room, and mechanical rooms that contain equipment that directly services the HCV Unit.	Language revised for ease of use.
179	7.4	Common Areas	85-86	80-81	NO	Grammar	1) Primary and secondary means of egress: Egress is defined as the hallways, stairways, and exit doors that lead from the unit to the outside of the building and to the Public Way. A building housing a voucher unit must have two means of egress. The Primary Egress is the shortest, most direct path from the unit to the public way. Secondary Egress is the next most viable means of exit. The inspector should evaluate the entire path from the unit to the exit discharge of both the primary and secondary means of egress. The Exit Discharge must be clear and open to the Public Way. Egress is recorded under Health and Safety – Egress. Inspectable items along the egress path include all life safety equipment such as, exit signs, emergency lighting, fire extinguishers, and the function of fire rated doors. and are recorded under their respective Inspectable Area. 2) Common areas designated for the use of the tenant, such as laundry room, community room, etc. must have one usable exit designed for egress to the public way or exit access. That exit must be available when the room is in use. 3) Any doors or windows that provide access to a fire escape are always inspected and must be fully functional and clear regardless of whether the building has other acceptable primary and secondary means of egress (The condition and serviceability of the Fire Escape structure is evaluated under "Fire Escapes (Building Exterior)". 4) Other community spaces designated for use by the tenant: Areas such as the laundry room, community room, common kitchen, computer or game room, mail room, swimming pool, pool house, fitness center, etc. are inspected for any hazardous condition that could endanger the health and safety of the tenant. When a common area, for example a laundry facility, is located in a free-standing building separate from the unit's building, the exterior and immediate surrounding area are evaluated under the site Inspectable Area while the interior of the laundry building is evaluated in common area. 5) Any appliance leaking onto floors or walls should be covered under the respective "Water Stains/Water Damage (Structure – Common Areas)" section.	1) The Inspector can only evaluate areas and items that the Tenant is likely to use; the Inspector cannot evaluate areas and items the Tenant does not use. If the Tenant has access to the mechanical room, the Inspector must evaluate it for health and safety issues. If the Tenant does not have access to the mechanical room, the Inspector can only inspect the mechanical room for the function and condition of the equipment. 2) Common features designated for the use of the Tenant, such as laundry room, community room, etc. must have one usable exit designed for egress to the Public Way or exit access. That exit must be available when the room is in use. 3) Primary and secondary Egress: Egress is defined as the hallways, stairways, and exit doors that lead from the Unit to the outside of the building and to the Public Way. A building housing an HCV Unit must have two means of egress. The primary Egress is the shortest, most direct path from the Unit to the Public Way. Secondary Egress is the next most viable means of exit. The inspector must evaluate the entire path from the Unit to the Exit Discharge of both the primary and secondary Egress. The Exit Discharge must be clear and open to the Public Way. Egress is recorded under Health and Safety – Egress. Inspectable items along the egress path include all life safety equipment such as, exit signs, emergency lighting, fire extinguishers, and the function of fire rated doors are recorded under their respective Inspectable Area. 4) Any doors or windows that provide access to a fire escape are always inspected and must be fully functional and clear regardless of whether the building has another acceptable primary and secondary Egress (The condition and serviceability of the Fire Escape structure is evaluated under Fire Escapes (Building Exterior)). 5) The Inspector must evaluate areas such as the laundry room, community room, common kitchen, computer or game room, mail room, swimming pool, pool house, fitness center, etc. for any hazardous condition that could endanger the health and safety of the Tenant. When Common Areas, for example a laundry facility, is located in a free-standing building separate from the Unit's building, the Inspector must evaluate the exterior and immediate surrounding area under Site and evaluate the interior of the laundry building under Common Areas. 6) The Inspector must record any appliance leaking onto floors or walls under the respective "Water Stains/Water Damage (Structure – Common Areas)" section.	Language revised for clarity.
180	7.4.1	Plumbing System (Common Areas)	86	82	YES	Consistency	n/a	Revising Plumbing System to reflect language and changes made in the Unit Plumbing System (for consistency).	Language revised for consistency with like Defects.



181	7.4.1	Plumbing System (Common Areas)	86	82	YES	Formatting	Use of "Bathroom" and "Restroom"	Bathroom applies to Unit; Restroom applies to Common Area	Language revised to provide correct reference to Bathroom or Restroom.
182	7.4.1	Kitchen Sink - Missing/Damaged (Common Area)	87	82	NO	Consistency	Notes: 1) If a stopper is missing, do not record it as a defect.	Note: 1) The Inspector must not record a Defect if a stopper is missing.	Language revised to provide active voice.
183	7.4.1	Restroom Sink - Missing/Damaged (Plumbing System - Common Areas)	88	83	NO	Consistency	Notes: 1) A stopper that is near the sink, but not positioned for use during the time of the inspection, is not a defect.	Note: 1) Some shut off valves may not have handles and require a special wrench to turn on-and-off. The Inspector cannot record a defect if the shut off valves require this special wrench.	Language revised for consistency with like Defects.
184	7.4.1	Restroom Water Closet/Toilet - Damaged/Missing (Plumbing System - Common Areas)	90	85	NO	Consistency	Note: 1) If the tank is loose, check for leaks.	Note: 1) The Inspector must evaluate for leaks if the Water Closet or Toilet is loose.	Language revised to provide active voice.
185	7.4.1	Restroom Shower/Tub - Waste Pipes/Trap (Plumbing System - Common Areas)	88	85	NO	Typo	Level 3/Pass: The drain is completely clogged, and water will not drain. There is another functioning sink in the unit. -OR- There is a leak in the waste pipe or trap. There is another functioning sink in the unit. -OR- The sink has a missing or improper trap. There is another functioning sink in the unit.	Level 3/Pass: The drain is completely clogged, and water will not drain. -OR- There is a leak in the waste pipe or trap. -OR- The sink has a missing or improper trap.	Defect revised to accurately reflect requirements of Common Areas.
186	7.4.4	Restroom Cabinets - Missing/Damaged (Cabinets, Countertops, and Appliances - Common Areas)	91	107	NO	Grammar	Defect: Damaged or missing cabinets, drawers, shelves, doors, medicine cabinets, or vanities.	Defect: Restroom cabinets are damaged or missing, including components such as drawers, shelves, doors, medicine cabinets, or vanities.	Language revised for clarity.
187	7.4.4	Restroom Cabinets - Missing/Damaged (Cabinets, Countertops, and Appliances - Common Areas)	91	107	NO	Grammar	Level 1/Pass: Damaged or missing cabinets, drawers, shelves, doors, medicine cabinets or vanities are not functioning as they should for storage or their intended purpose.	Level 1/Pass: Restroom cabinets, drawers, shelves, doors, medicine cabinets or vanities are missing or damaged and not functioning as they should for storage or their intended purpose.	Language revised for clarity.
188	7.4.2	Kitchen Refrigerator - Missing/Damaged/Inoperable (Cabinets, Countertops, and Appliances - Common Areas)	93	109	NO	Duplicate (Remove)	Defect: The refrigerator is missing or does not cool adequately for the safe storage of food. The refrigerator will not maintain a temperature above 32 degrees F and below 40 degrees F or the freezer will not maintain a temperature below 0 degrees F.	Defect: The refrigerator is missing or does not cool adequately for the safe storage of food.	The language is duplicative and was removed.
189	7.4.3	Structure and Finishes (Common Areas)	94	93	NO	Formatting	This section can have the following defects: • Ceiling • Doors • Stairs/Patio/Porch/Balcony • Walls • Windows • Pedestrian/Wheelchair Ramp • Chutes Damaged/Missing Components	This Inspectable Item can have the following defects: • Pedestrian/Wheelchair Ramp • Chutes Damaged/Missing Components	Information re-formatted to provide consistency with document.
190	7.4.3.1	Bulging/Buckling (Ceiling - Structure and Finishes - Common Areas)	N/A	94	NO	Consistency	n/a	Note: 1) Applies to ceiling structure and/or surface materials such as drywall and plaster.	Language added for consistency with like Defects.
191	7.4.3.1	Missing/Damaged Panels/Tiles (Ceiling - Structure and Finishes - Common Areas)	95	95	NO	Technical	Missing Panels/Tiles (Ceiling - Structure and Finishes - Common Areas)	Missing/Damaged Panels/Tiles (Ceiling - Structure and Finishes - Common Areas)	Defect name revised to accurately reflect definition.
192	7.4.3.2	Doors (Structure and Finishes - Common Areas)	96	96	NO	Typo	Means of access to the interior of a unit, room or area, or closet. Doors provide privacy and security, control passage, and provide fire and weather resistance.	Means of access to the interior of Common Areas, including rooms or closets. Doors provide privacy and security, control passage, and provide fire and weather resistance.	Language revised to correct referenced Inspectable Area.
193	7.4.3.2	Doors (Structure and Finishes - Common Areas)	96	96	NO	Typo	Note: 1) Applies to the following common area door types: • Entry Door to building - a building entry door that leads from the exterior of a building into the building interior such as a common lobby, hall, or stairway. • Fire Rated Doors (i.e. labeled doors) • Restroom Door • All Other Interior Doors • Screen and Security Doors	Note: 1) The defect applies to doors such as, but not limited to: • Entry Doors: separates the exterior of a building from Common Areas, or separates Common Areas from the Unit; • Patio doors, sliding glass doors, overhead doors on an attached garage (includes sliding, swinging, or bi-fold garage doors); • Fire-Rated (i.e. labeled doors) Doors: separates a mechanical closet from the garage, etc.. • Restroom Door; • "Other" doors: includes doors that separate Common Areas from the laundry, storage, mechanical, etc.; and • Screen and Security Doors. 2) The Inspector must evaluate any door that services a patio/deck/porch, regardless of floor level, as an Entry Door.	Language revised for clarity.
194	7.4.3.2	Damaged Frames/Threshold/Lintels/Trim (Doors - Structure and Finishes - Common Areas)	97	97	YES	Typo	Note: 1) If damage to a door's hardware, (locks, hinges, etc.) is observed, record this under "Damage Hardware/Locks (Doors - Structure - Unit)".	Note: 1) If the Inspector observes damage to a door's hardware (locks, hinges, etc.), the Inspector must record the defect under "Damage Hardware/Locks (Doors - Structure - Unit Common Area)".	Review and revise all references to ensure they are correct.
195	7.4.3.2	Damaged Hardware/Locks (Doors - Structure and Finishes - Common Areas)	97	97	NO	Grammar	Notes: 1) Strike plates for door locks are integral component of the lock and when missing are recorded as "Damaged/Missing Hardware". 2) If an interior door is designed without locks, do not record it as a defect. 3) Holes left in doors from the removal of hardware must be evaluated as door surface damage. 4) A stick is an acceptable alternative to an inoperable lock only for a sliding glass door. If the stick is not installed it must be in the vicinity of the door and must be installed/tested by the inspector to ensure the door can be secured.	Notes: 1) Strike plates of door locks are integral component of the lock. The Inspector should record missing strike plates as a Deficiency under this section. 2) If an Interior Door is designed without locks, the Inspector cannot record it as a Deficiency. 3) The Inspector must evaluate holes left in doors from the removal of hardware under Damaged Surface (Holes/Paint/Rust/Glass) (Doors - Structure and Finishes - Common Areas). 4) A stick is an acceptable alternative to an inoperable lock only for a sliding glass door. If the stick is not installed, the stick must be in the vicinity of the door and the Inspector must install and test the stick to ensure the door can be secured.	Language revised for clarity.
196	7.4.3.4	Stairs/Patio/Porch/Balcony (Structure and Finishes - Common Areas)	103	102-103	NO	Typo	1) Evaluate a patio, porch, balcony, or deck servicing multiple units, in this section. If a patio, porch, balcony, or deck intended for the sole use of the voucher unit in this section, evaluate under Unit.	1) The Inspector must evaluate a patio, porch, balcony, or deck that services multiple dwelling units in this section. If the patio, porch, balcony, or deck is intended for the sole use of the HCV Unit, the Inspector must evaluate it under Stairs/Patio/Porch/Balcony (Structure and Finishes - Unit).	Language revised to provide active voice.
197	7.4.3.4	Broken/Missing Guardrails (Stairs/Patio/Porch/Balcony - Structure and Finishes - Common Areas)	103	103	NO	Grammar	Defect: A guardrail protecting porches, balconies, or raised floor surfaces located more than 30 inches above the floor or grade below is not securely mounted, damaged, or missing.	Defect: The Guardrail is missing, damaged, or not securely mounted. Note: 1) Any floor surface at a height differential of 30 inches or more from the below adjacent floor or grade requires a Guardrail. The Inspector cannot record a Defect if the height differential is less than 30 inches from the below adjacent floor or grade and there is no Guardrail. Level of Defect: Level 3/Fail: A required guardrail is missing, damaged, or not securely mounted.	Language revised for clarity.
198	7.4.2.1	Lighting (Electrical System - Common Areas)	108	86	NO	Grammar	Note: 1) A light that is part of an installed appliance such as the light in the kitchen range hood fan assembly, microwave, or lights integral to a garage door opener are not evaluated under "Lighting - (Common Area)".	Note: 1) The Inspector must evaluate a light that is part of an installed appliance such as the light in the kitchen range hood fan assembly, microwave, or lights integral to a garage door opener under Lighting - (Common Area).	Language revised for clarity.
199	7.4.2.1	Missing/Inoperable (Lighting - Electrical System - Common Areas)	108	86-87	NO	Grammar	Notes: 1) If inspector observes evidence of smoke, burn marks, arcing, or any other indication of an electrical hazard they should record an electrical hazard under "Electrical Hazards (Health and Safety)". 2) The Owner or Tenant should have the opportunity to replace a burned out light bulb during the course of an inspection so that the inspector may check that the fixture is in proper operating condition. 3) Lighting controlled by a sensor or timer should not be recorded as inoperable. To conserve energy during daytime or in low-use areas, many facilities use alternate lights that are triggered by either a sensor or a timer. If there are these types of lights, the owner should verify that these conservation systems are in place.	Note: 1) If the Inspector observes evidence of smoke, burn marks, arcing, or any other indication of an electrical hazard, the Inspector must record an electrical hazard under Electrical Hazards (Health and Safety). 2) The Owner or Tenant should have the opportunity to replace a burned out light bulb during the inspection so the Inspector can check that the light fixture is in proper operating condition. 3) The Inspector cannot record lighting controlled by a sensor or timer as inoperable. To conserve energy during daytime or in low-use areas, many facilities use alternate lights that are triggered by either a sensor or a timer. If there are these types of lights, the Owner should verify that these conservation systems are in place.	Language revised for clarity.
200	7.4.2.3	Blocked Access to Electrical Panel (Electrical Distribution - Electrical System - Common Areas)	113	91	NO	Typo	Level 3/Pass: An item of sufficient size and weight that cannot be easily moved or relocated can impede access to the unit's electrical panel during an emergency.	Level 3/Pass: A fixed obstruction or item delays or prevents access to the Common Areas electrical panel in an emergency.	Language revised to correct referenced Inspectable Area.

201	7.4.5	Smoke Detector – Missing/Inoperable (Life Safety Equipment – Common Areas)	114-115	110-111	NO	Grammar	Notes: 1) If a smoke detector is present, it must function as designed. 2) "Missing" means that evidence suggests that personnel have removed a smoke detector that should be there. A "paint ring" alone, in the shape of a smoke detector, should not be considered a missing detector. 3) When multiple smoke detectors are interconnected (wired together so that one triggers all others), each smoke detector must be tested for correct function. 4) Smoke detectors that are part of a building-wide fire alarm system (found either in the unit or in common areas frequented by Unit tenants) require special consideration. Inspectors should verify if the smoke detector only alerts local entities (on-site) prior to testing. If the smoke detector system is a monitored system that alerts an outside agency, and recent documentation (within the previous 12 months) has been provided indicating the system has been tested and functions properly, the inspector will ensure that all visible components appear to be in place, but not activate the system. If satisfactory test documentation cannot be provided, and the system cannot be tested, the system must be considered inoperable. 5) HUD's intent with UPCS-V is not to preempt a stricter state or local standard. Therefore, at a minimum, smoke detectors should be installed in accordance with NFPA 74. PHAs should also include any additional information on local and/or State Fire Marshall's requirements in their Administrative Plans.	Notes: 1) If a smoke detector is present, it must function as designed. 2) "Missing" means that evidence suggests that a smoke detector that should be there was removed. The Inspector cannot consider a "paint ring" alone, in the shape of a smoke detector, as a missing smoke detector. 3) When multiple smoke detectors are interconnected (wired together so that one triggers all others), the Inspector must test each smoke detector for correct function. 4) Smoke detectors that are part of a building-wide fire alarm system (found either in the Unit or in Common Areas frequented by the Tenant) require special consideration. The Inspector must verify if the smoke detector only alerts local entities (on-site) prior to testing. If the smoke detector system is a monitored system that alerts an outside agency, and the Owner provides recent documentation (within the previous 12 months) to indicate the system has been tested and functions properly, the Inspector cannot activate the system but must ensure all visible components appear to be in place. If the Owner cannot provide satisfactory test documentation cannot be provided, and the system cannot be tested, the Inspector must evaluate the building-wide fire alarm system as inoperable. 5) HUD's intent with UPCS-V is not to preempt a stricter state or local standard. Therefore, at a minimum, smoke detectors should be installed in accordance with NFPA 74. The PHAs should also include any additional information on local and/or State Fire Marshall's requirements in their Administrative Plans.	Language revised for clarity.
202	7.4.6	Restroom Ventilation/Exhaust System – Inoperable (Heating, Cooling, and Ventilation – Common Areas)	115	111	NO	Consistency	2) In multi-unit buildings, unit bathroom ventilation may be provided utilizing vent shafts and a centrally located fan.	2) In multi-unit buildings, restroom ventilation may be provided utilizing vent shafts and a centrally located fan.	Language revised for consistency with document.
203	7.4.6	Dryer Vent Missing/Damaged/Inoperable (Heating, Cooling, and Ventilation – Common Areas)	115	111	NO	Grammar	Defect: Inadequate means is available to vent accumulated heat/lint to the outside. The dryer vent is missing, damaged, inoperable (blocked), or vent cap is missing.	Defect: The dryer vent is not able to adequately vent accumulated heat/lint to the outside. The dryer vent is missing, damaged, inoperable (blocked), or vent cap is missing.	Language revised for clarity.
204	7.4.6	Dryer Vent Missing/Damaged/Inoperable (Heating, Cooling, and Ventilation – Common Areas)	116	111	NO	Grammar	Notes: 1) A dryer specifically designed for unvented operation and installed per manufacturer's instructions is not a Deficiency. 2) When all components of a through the wall dryer vent are missing record the Deficiency as a hole in the exterior wall.	Notes: 1) The Inspector cannot record a Deficiency when a dryer vent is specifically designed for unvented operation and is installed per manufacturer's instructions. 2) When all components of a through-the-wall-dryer vent are missing, the Inspector must record the Deficiency under Missing Pieces/Holes/Spalling (Walls – Building Exterior).	Language revised for clarity.
205	7.4.6	Dryer Vent Missing/Damaged/Inoperable (Heating, Cooling, and Ventilation – Common Areas)	116	111	NO	Typo	Notes: 1) A dryer specifically designed for unvented operation and installed per manufacturer's instructions is not a Deficiency. 2) When all components of a through the wall dryer vent are missing record the Deficiency as a hole in the exterior wall.	Notes: 1) The Inspector cannot record a Deficiency when a dryer vent is specifically designed for unvented operation and is installed per manufacturer's instructions. 2) When all components of a through-the-wall-dryer vent are missing, the Inspector must record the Deficiency under Missing Pieces/Holes/Spalling (Walls – Building Exterior).	Language revised to provide active voice.
206	7.4.6.1	Boiler System Leaking (HVAC System – Heating, Cooling, and Ventilation – Common Areas)	116	112	NO	Grammar	Notes: 1) This does not include fuel supply leaks. See "Fuel Supply Leaks (HVAC – Common Areas)". 2) Do not include water or steam escaping from pressure relief valves. 3) Condensation on piping is not to be confused with leaking.	Notes: 1) The defect does not include fuel supply leaks. The Inspector must record all Deficiencies related to fuel supply leaks under Fuel Supply Leaking (HVAC – Heating, Cooling, and Ventilation – Common Areas). 2) The defect does not include water or steam escaping from pressure relief valves. 3) The Inspector cannot consider condensation on piping as leaking.	Language revised for clarity.
207	7.2.6.1 and 7.4.6.1	Fuel Supply Leaking (HVAC System – Heating, Cooling, and Ventilation – Common Areas)	74 & 117	70 & 113	YES	Consistency	2.0 Unit and Common Area language: A storage vessel, fluid line, valve, or connection that supplies fuel to an HVAC unit is leaking; evidenced by drips, a puddle, or the strong smell of fuel in the area.	2.5 Unit and Common Area language: A storage vessel, fluid line, valve, or connection that supplies fuel to an HVAC unit is leaking; there is evidence of drips, a puddle, or the strong smell of fuel in the area.	Language revised to provide active voice.
208	7.2.6.1 and 7.4.6.1	Inoperable (HVAC System – Heating, Cooling, and Ventilation – Common Areas)	74 & 117	70 & 113	YES	Consistency	2.0 Unit and Common Area language: 2) An inoperable system is considered an Emergency item when it fails to meet established criteria (by PHA) for emergency heating or cooling with consideration for ambient temperature range and ventilation.	2.5 Unit and Common Area language: 2) The Inspector must record an inoperable system as an Emergency when the inoperable system fails to meet PHA-established criteria for emergency heating or cooling, with consideration for ambient temperature range and ventilation.	Language revised to provide active voice.
209	7.4.6.1	Common Area Ventilation (HVAC System – Heating, Cooling, and Ventilation – Common Areas)	119	115	NO	Grammar	Defect: Adequate ventilation by means of operable windows, central fan ventilation systems, evaporative cooling systems, and room or central air conditioning.  Note: 1) If operable windows are the sole means of ventilation there must be at least one operable window on each exterior wall, if so designed.	Defect: No source of Common Area ventilation is present .  Note: 1) If operable windows are the sole means of ventilation there must be at least one operable window on each exterior wall, if so designed. 2) Ventilation may be provided by operable windows, central fan ventilation systems, evaporative cooling systems, or central air conditioning.	Language revised for clarity.
210	7.2.6.1 and 7.4.6	Misaligned Chimney/Ventilation System (HVAC System – Heating, Cooling, and Ventilation – Common Areas)	75 & 118	71 & 114	YES	Technical	2.0 Defect language: The chimney or venting system on a fuel fired unit is misaligned, negatively pitched, or exhibits any condition that allows the improper venting of dangerous gasses.	2.5 Unit language: The chimney or venting system on a fuel-fired equipment Unit is misaligned, negatively pitched, or exhibits any condition that allows the improper venting of dangerous gasses.  2.5 Common Area language: The chimney or venting system on a fuel-fired equipment equipment is misaligned, negatively pitched, or exhibits any condition that allows the improper venting of dangerous gasses.	Language revised to clarify intent.
211	7.2.6.1 and 7.4.6.1	Noisy/Vibrating/Leaking (HVAC System – Heating, Cooling, and Ventilation – Common Areas)	75 & 118-119	71-72 & 115	YES	Technical	2.0 Unit language: Noisy/Vibrating/Leaking (HVAC System – HVAC System – Unit) Defect: The HVAC distribution components, including fans, are the source of unusual vibrations, leaks, or abnormal noise. Examples may include, but are not limited to, screeching, squealing, banging, shaking, etc.  Level of Defect: Level 1/Pass: The HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged. The system still provides enough heating or cooling to maintain an ambient temperature range defined by the PHA in the major living areas. Level 3/Fail/Emergency: The HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged. As a result, the system does not provide enough heating or cooling to maintain a minimum temperature range in the major living areas.  2.0 Common Area language: Noisy/Vibrating/Leaking (HVAC System – HVAC System – Common Areas) Defect: The HVAC distribution components, including fans, are the source of unusual vibrations, leaks, or abnormal noise. Examples may include, but are not limited to, screeching, squealing, banging, shaking, etc.  Level of Defect: Level 1/Pass: The HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged. The system still provides enough heating or cooling to maintain an ambient temperature range defined by the PHA in the major living areas. Level 3/Fail/Emergency: The HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged. As a result, the system does not provide enough heating or cooling to maintain a minimum temperature range in the major living areas.	2.5 Unit language: Noisy/Vibrating/Leaking (HVAC System – Heating, Cooling, and Ventilation – Unit) Defect: The HVAC distribution components, including fans, are the source of unusual vibrations, leaks, or abnormal noise. Examples may include, but are not limited to, screeching, squealing, banging, shaking, etc.  Level of Defect: Level 1/Pass: The HVAC system produces abnormal vibrations, other noise, or leaks when engaged. The system does provide enough heating or cooling to maintain an ambient temperature range defined by the PHA in the major living areas. Level 3/Fail/Emergency: The HVAC system produces abnormal vibrations, other noise, or leaks when engaged. The system does not provide enough heating or cooling to maintain a minimum temperature range in the major living areas.  2.5 Common Area language: Noisy/Vibrating/Leaking (HVAC System – Heating, Cooling, and Ventilation – Common Areas) Defect: The HVAC distribution components, including fans, are the source of unusual vibrations, leaks, or abnormal noise. Examples may include, but are not limited to, screeching, squealing, banging, shaking, etc.  Level of Defect: Level 1/Pass: The HVAC system produces abnormal vibrations, other noise, or leaks when engaged. The system does provide enough heating or cooling to maintain an ambient temperature range defined by the PHA in the major living areas. Level 3/Fail/Emergency: The HVAC system produces abnormal vibrations, other noise, or leaks when engaged. The system does not provide enough heating or cooling to maintain a minimum temperature range in the major living areas.	Language revised for clarity.
212	7.4.7	Other Items (Common Areas)	119	115	NO	Typo	This section has the following defects: - Graffiti - Mailboxes - Indoor Pools and Pool Fencing	This Inspectable Item has the following defects: - Graffiti - Mailboxes Missing/Damaged - Indoor Pools and Pool Fencing	Language revised to accurately reflect Defect.