

## REAC Inspection Mini-Manual and Relative Scoring Values

**Health and Safety**

Health and Safety Defects can be applied to all 5 Inspectable Areas, and are not rated by Level 1, 2 or 3. They generally have a high scoring impact. Not all Health and Safety defects are considered "Life Threatening."

Many "normal" defects listed under each of 5 Inspectable Areas also carry a Health and Safety significance, as indicated by color code: orange is "Non Life Threatening" and pink is "Life Threatening"

Common Area Scoring for Health and Safety in Common Area Sections      Inspectable Area

Air Quality	Site	Ext	Sys	Unit
<b>Mold and/or Mildew Observed</b>	.28			.34
Evidence of mold or mildew				
<b>Propane/Natural Gas/Methane Gas Detected</b>	.63			.75
Propane, natural gas, or methane gas odors - explosion hazard				
<b>Sewer Odor Detected</b>	.63			.34
Sewer odors that could pose a health risk				
<b>Exposed Wires/Open Panels</b>	.63	.80	.78	.75
Exposed bare wires or openings in electrical panels				
<b>Also see Systems, Common Areas, and Units sections for more specific electrical defects and hazards</b>				
<b>Water Leaks On or Near Electrical Equipment</b>	.63	.80	.78	.75
Water leaking or puddling on or near electrical apparatus				
Elevator	Site	Ext	Sys	Unit
<b>Tripping</b>			.35	
Elevator is misaligned with floor by more than 3/4 inch				
Emergency/Fire Exits	Site	Ext	Sys	Unit
<b>Blocked/Unusable</b>		.80	.78	.75
Exit cannot be used or is limited because door or window nailed shut, lock is broken, chained, storage, etc. every area needs two means of egress				
<b>Missing Exit Signs</b>		.36	.35	
Emergency exit signs missing OR no illumination in area of sign				
Flammable Materials	Site	Ext	Sys	Unit
<b>Improperly Stored</b>				.34
Flammable materials improperly stored, risk of fire or explosion				
Garbage and Debris	Site	Ext	Sys	Unit
<b>Indoors</b>				.34
More garbage than storage capacity OR in an area not sanctioned for staging or storing garbage or debris				
<b>Outdoors</b>	.28	.36		.34
More garbage than storage capacity OR in an area not sanctioned for staging or storing garbage or debris				
Hazards	Site	Ext	Sys	Unit
<b>Other</b>	.00	.00		.00
Any undefined hazards that poses risk of bodily injury				
<b>Sharp Edges</b>	.28	.36	.35	.34
Sharp edge cutting or impalement hazard				
<b>Tripping</b>	.28	.00		.00
Tripping hazard, 3/4 inch edge on walk or drives, etc				
Infestation	Site	Ext	Sys	Unit
<b>Insects</b>	.28			.34
Evidence of infestation by insects				
<b>Rats/Mice/Vermin</b>	.28			.34
Evidence of infestation by rodents or other vermin				

<b>Site</b>				
<p>Site refers to just about everything that is NOT part of a building - fences, pavements, plant life, and even dirt. Site is also one of most overlooked Inspectable Areas - and is often source of large scoring deductions. For almost every property that fails inspection, part of problem is inadequate attention to Site elements.</p>				
<b>Fencing and Gates (Site)</b>				
<b>Damaged/Falling/Leaning (Fencing and Gates)</b>				
	HS	L1	L2	L3
1	1		.15	.30
2 Interior fence or gate so damaged it does not serve its purpose OR exterior or security fence or gate shows signs of deterioration				
3 Exterior or security fence or gate so damaged it does not serve intended purpose				
<b>Holes (Fencing and Gates)</b>				
	HS	L1	L2	L3
1	1	.06		.23
1 Hole is smaller than 6" by 6".				
3 Hole is larger than 6" by 6".				
<b>Missing Sections (Fencing and Gates)</b>				
	HS	L1	L2	L3
1	1	.06		.23
1 Interior fence missing section or gate				
3 Exterior or security fence missing section or gate				
<b>Grounds (Site)</b>				
<b>Erosion/Rutting Areas (Grounds)</b>				
	HS	L1	L2	L3
1	1		.19	.38
2 Eroded surface material collected on surfaces OR rut or groove 6" by 3 to 5" deep				
3 Displacement of soil may cause damage to other structures OR erosion causes unsafe pedestrian condition OR makes area of grounds unusable. OR Rut or Groove larger than 8" wide by 5" deep				
<b>Overgrown/Penetrating Vegetation (Grounds)</b>				
	HS	L1	L2	L3
2			.14	.28
2 Deep weeds or grass OR vegetation contacts or penetrates unintended surface with no visible damage OR vegetation slightly obstructs intended path of walkways or roads				
3 Plants cause damage or make walkway or road impassable				
<b>Ponding/Site Drainage (Grounds)</b>				
	HS	L1	L2	L3
2			.19	.38
2 Accumulation of water 3 to 5" deep				
3 Accumulation of water more than 5" deep OR accumulation makes large section of grounds unusable for its intended purpose				
<b>Mailboxes/Project Signs (Site)</b>				
<b>Mailbox Missing/Damaged (Mailboxes/Project Signs)</b>				
	HS	L1	L2	L3
3	0			.01
3 Mailbox cannot be locked OR mailbox is missing				
<b>Signs Damaged (Mailboxes/Project Signs)</b>				
1 Property signs damaged, vandalized, or deteriorated, and cannot be read from reasonable distance (for example, 20 feet).				
<b>Market Appeal (Site)</b>				
<b>Graffiti (Market Appeal)</b>				
	HS	L1	L2	L3
1		.06	.12	.24
1 Graffiti in one place				
2 Graffiti in 2 to 5 places				
3 Graffiti in 6 or more places				
<b>Litter (Market Appeal)</b>				
	HS	L1	L2	L3
2			.12	
2 Excessive litter on property.				
<b>Parking Lots/Driveways/Roads (Site)</b>				
<b>Cracks (Parking Lots/Driveways/Roads)</b>				
	HS	L1	L2	L3
2			.10	
2 Cracks greater than ¼ inch, hinging/tilting, or missing section(s) that affect traffic ability over more than 5% of property's parking lots/driveways/roads or occur on 5% of parking spaces				
<b>Ponding (Parking Lots/Driveways/Roads)</b>				
	HS	L1	L2	L3
2			.13	.26
2 Less than 3" of water, affects use of 5% or more of parking lot/driveway				
3 More than 3" of water, or making 5% or more of parking lot/driveway unusable or unsafe				
<b>Potholes/Loose Material (Parking Lots/Driveways/Roads)</b>				
	HS	L1	L2	L3
1		.06		.26
1 There are potholes or loose material				
3 Potholes or loose material have made parking lot/driveway unusable or cause trip hazards (Trip hazard gets recorded separately as well)				
<b>Settlement/Heaving (Parking Lots/Driveways/Roads)</b>				
	HS	L1	L2	L3
1		.06		.26
1 Cracks and deteriorated surface material give evidence of settlement/heaving				
3 Settlement/heaving has made parking lot/driveway unusable/impassable or creates unsafe conditions for pedestrians and vehicles.				

Site - continued at "Play Areas"				
<b>Play Areas and Equipment (Site)</b>				
	HS	L1	L2	L3
<b>Damaged/Broken Equipment (Play Areas and Equipment)</b>				
1	.07	.14	.28	
1 20-50% of play equipment does not operate, but no safety risk				
2 More than 50% does not operate, but no safety risk.				
3 Equipment may be unsafe for any reason				
<b>Deteriorated Play Area Surface (Play Areas and Equipment)</b>				
			.14	.28
2 20-50% of total surveyed play area surface shows deterioration				
3 More than 50% of surveyed play area surface shows deterioration or is unsafe for any reason				
<b>Refuse Disposal (Site)</b>				
	HS	L1	L2	L3
<b>Broken/Damaged Enclosure - Inadequate Outside Storage Space (Refuse Disposal)</b>				
2			.14	
2 Wall or gate of trash enclosure is damaged OR trash overflow condition in dumpster area				
<b>Retaining Walls (Site)</b>				
	HS	L1	L2	L3
<b>Damaged/Falling/Leaning (Retaining Walls)</b>				
1			.15	.30
2 Retaining wall shows signs of deterioration, still functions, no safety risk				
3 Retaining wall is damaged and does not function OR may be unsafe				
<b>Storm Drainage (Site)</b>				
	HS	L1	L2	L3
<b>Damaged/Obstructed (Storm Drainage)</b>				
			.31	.63
2 System is partially blocked, causing backup into adjacent area				
3 System completely blocked or clogged causing backups into adjacent area				
<b>Walkways/Steps (Site)</b>				
	HS	L1	L2	L3
<b>Broken/Missing Hand Railing (Walkways/Steps)</b>				
1				.28
3 Hand rail for four or more stairs is missing, damaged, loose, or unsafe				
<b>Cracks/Settlement/Heaving (Walkways/Steps)</b>				
			.14	
Cracks greater than 3/4 inch over more than 5% of walkways				
<b>Spalling (Walkways/Steps)</b>				
		.07	.14	
1 More than 5% of walkway/steps have small areas of spalling - 4" by 4" or less.				
2 More than 5% of walkway/steps have large areas of spalling—larger than 4" by 4"—and this affects traffic ability.				
<b>Building Exterior</b>				
<p><b>Building Exteriors, on single building properties can also result in surprisingly high deductions for fairly simple issues. Door, Wall, and Window deficiency definitions are often very similar to those for Units and Common Areas, but they are listed separately to avoid confusion where they do vary</b></p>				
<b>Doors (Building Exterior)</b>				
	HS	L1	L2	L3
<b>Damaged Frames/Threshold/Lintels/Trim (Doors)</b>				
1			.10	.20
2 At least one door is not functioning or cannot be locked because of damage to frame, threshold, lintel, or trim.				
3 At least one entry door or fire rated or emergency door is not functioning or cannot be locked because of damage to frame, threshold, lintel, or trim.				
<b>Damaged Hardware/Locks (Doors)</b>				
			.18	.36
2 One door does not function or cannot be locked because of damage to door's hardware.				
3 One entry door or fire rated or emergency door does not function or cannot be locked because of damage to door's hardware.				
<b>Damaged Surface (Holes/Paint/Rusting/Glass)(Common Areas)</b>				
			.24	.48
2 One door has hole or holes with diameter ranging from 1/4 inch to 1 inch.				
3 Any door has hole larger than 1 inch, peeling/cracking/no paint, rust that affects integrity of door surface, or broken/missing glass OR any entry, fire rated or emergency door has hole 1/4 inch or larger				
<b>Damaged/Missing Screen/Storm/Security Door (Doors)</b>				
1				
1 Screen door or storm door is damaged in any way				
3				
3 Security screen door is not functioning or is missing				
<b>Deteriorated/Missing Seals (Entry Only) (Doors)</b>				
				.48
3 Weather seals do not function as they should - you may see light around or under door, includes sweep				
<b>Missing Door (Doors)</b>				
				.80
3 Any missing exterior door				

<b>Building Exterior - Continued at "Fire Exits"</b>				
<b>Fire Exits</b>	HS	L1	L2	L3
<b>Blocked Egress/Ladders (Fire Escapes)</b>	2			.80
3 Anything restricts exits				
<b>Visibly Missing Components (Fire Escapes)</b>	2			.80
3 Any functional components are missing or so damaged as to not function properly				
<b>FHEO - 32" Wide Main Entrance</b> non scoring				
<b>Main Entrance Less Than 32" Wide</b>				
3 Distance between face of door and opposite doorstep not 32"				
<b>FHEO - Accessibility to Main Floor Entrance</b> non scoring				
<b>Obstructed or Missing Accessibility Route</b>				
3 No handicap accessibility route				
<b>Foundation</b>	HS	L1	L2	L3
<b>Cracks/Gaps (Foundations)</b>			.40	.80
2 Cracks more than 1/8 inch by 6" long				
3 Cracks or gaps more than 3/8 inch wide by 6" long OR cracks that are full depth of wall, providing opportunity for water penetration OR sections of slab floor that are broken				
<b>Spalling/Exposed Rebar (Foundations)</b>			.24	.48
2 Spalling that affects 10-50% of any foundation wall				
3 Spalling affects 50% or more of foundation wall OR any <b>visible reinforcing material</b> or rebar				
<b>Lighting</b>	HS	L1	L2	L3
<b>Broken Fixtures/Bulbs (Lighting)</b>			.15	.30
2 20-50% of lighting fixtures and bulbs are broken or missing, but no safety hazard				
3 More than 50% of lighting fixtures and bulbs broken or missing OR any unsafe condition results				
NOTE: Site lighting, unattached to a building, is assigned to nearest building for purposes of inspection, as there is no Site Lighting Inspectable Item				
<b>Roofs</b>	HS	L1	L2	L3
<b>Damaged/Clogged Drains (Roofs)</b>		.12		.48
2 Debris around or in drain, but no ponding OR drain is damaged but drain system still functions, no evidence of ponding				
3 Drain is so damaged or clogged drain no longer functions - as shown by ponding				
<b>Damaged Soffits/Fascia (Roofs)</b>		.12		.48
1 Damage to soffits or fascia, but no water penetration possible				
3 Any soffit or fascia material is missing or so damaged that water penetration is possible				
<b>Damaged Vents (Roofs)</b>			.40	.80
1 Vents are visibly damaged, but no present obvious risk to promote further roof damage				
3 Vents are missing or so damaged further roof damage is possible				
<b>Damaged/Torn Membrane/Missing Ballast (Roofs)</b>			.40	.80
2 Ballast has shifted and no longer functions				
3 Damage to membrane that may result in water penetration				
<b>Missing/Damaged Components from Downspout/Gutter (Roofs)</b>		.09	.18	.36
1 Splashblocks are missing or damaged				
2 Downspout/Gutter components missing or damaged, but there is no damage to other components of building				
3 Downspout/Gutter components missing or damaged, <b>may cause damage to other components of building</b>				
<b>Missing/Damaged Shingles (Roofs)</b>		.20	.40	.80
1 Up to one square of surface material or shingles missing or damaged in any way				
2 One to two squares of surface material or shingles missing or damaged in any way				
3 More than two squares of surface material or shingles missing or damaged in any way				
<b>Ponding (Roofs)</b>				.48
3 Evidence of standing water on roof, causing potential or visible damage to roof surface or underlying materials.				
<b>Walls</b>	HS	L1	L2	L3
<b>Cracks/Gaps (Walls)</b>			.33	.65
2 Crack more than 1/8 inch wide by 6" long				
3 Crack or gap more than 3/8 inch wide by 6" long OR crack full depth of wall				
<b>Walls Continues, Next Page</b>				

<b>Building Exteriors, "Walls" Continued from Previous Page</b>				
<b>Damaged Chimneys (Walls)</b>				
1			.20	.39
2	Chimney shows surface damage OR chimney has holes that affect area larger than 4" by 4"			
3	Chimney has visibly separated from adjacent wall OR cracked or fallen pieces OR risk that falling pieces could create safety hazard			
<b>Missing Pieces/Holes/Spalling (Walls)</b>				
		.10	.20	
2	Missing piece - single brick or section of siding, for example OR hole larger than ½ inch in diameter OR deterioration that affects area up to 8½" by 11".			
3	Deterioration exposes any reinforcing material OR more than one missing piece OR damage affects area larger than 8½" by 11" OR hole of any size that completely penetrates wall			
<b>Missing/Damaged Caulking/Mortar (Walls)</b>				
			.20	.39
1	Mortar is missing around single masonry unit OR Deteriorated caulk is confined to less than 12"			
2	Mortar missing around more than one brick or block OR deteriorated caulk longer than 12"			
<b>Stained/Peeling/Needs Paint (Walls)</b>				
		.07	.15	
1	Less than 50% of single building exterior wall is affected			
2	More than 50% of single building exterior wall is affected			
<b>Windows</b>				
	HS	L1	L2	L3
<b>Broken/Missing/Cracked Panes (Windows)</b>				
1	.07			.29
1	Glass is cracked, but no sharp edges			
3	Glass is missing or broken			
<b>Damaged/Missing Screens (Windows)</b>				
		.16	.33	
1	Three or more screens are damaged in any way or missing			
<b>Damaged Sills/Frames/Lintels/Trim (Windows)</b>				
		.04		
1	Damage to sills, frames, lintels, or trim, but nothing is missing. Inside of surrounding wall is not exposed			
2	Sills, frames, lintels, or trim are missing or damaged, exposing inside of surrounding walls and compromising its weather tightness			
<b>Missing/Deteriorated Caulking/Glazing Compound (Windows)</b>				
			.33	.65
2	Most of window shows missing or deteriorated caulk or glazing compound, but no evidence of damage to window or surrounding structure			
3	Missing or deteriorated caulk or seals with evidence of leaks or damage to window or surrounding structure OR fogged thermopane window			
<b>Peeling/Needs Paint (Windows)</b>				
		.04		
1	Peeling paint or window that needs paint			
<b>Security Bars Prevent Egress (Windows)</b>				
2	.00			.65
3	Ability to exit through window is limited by security bars that do not open for any reason			
<b>Building Systems</b>				
Building Systems defects apply to mechanical systems that serve more than one Unit, or which serve Common Areas. Mechanicals that serve only one Unit are evaluated within Unit. Some devices, such as breaker panels may also be evaluated as part of a Common Area if they serve only one specific Common Area. Building Systems deficiencies result in some of highest scoring impacts, especially in single building properties.				
<b>Domestic Water</b>				
	HS	L1	L2	L3
<b>Leaking Central Water Supply (Domestic Water)</b>				
				.47
3	Any water leak not in a unit, includes hose bibs on exterior			
<b>Misaligned Chimney/Ventilation System (Domestic Water)</b>				
2				.78
3	Misalignment that may cause improper or dangerous venting of exhaust gases			
<b>Missing Pressure Relief Valve (Domestic Water)</b>				
1				.78
3	No pressure relief valve OR pressure relief valve drip leg or extension does not extend to within 18" of floor			
<b>Rust/Corrosion on Heater Chimney (Domestic Water)</b>				
1				.19
3	Water heater chimney shows evidence of flaking, discoloration, pitting, or crevices			
<b>Water Supply Inoperable (Domestic Water)</b>				
1				.78
3	No running water in any area of building			
<b>Electrical</b>				
	HS	L1	L2	L3
<b>Blocked Access to Electrical Panel (Electrical System)</b>				
1				.35
3	Electric breaker panel is blocked			
<b>Burnt Breakers (Electrical System)</b>				
1				.47
3	Any carbon residue, melted breakers, or arcing scars.			
<b>Electrical Continues, Next Page</b>				

<b>Building Systems, Electrical Continued from Previous Page</b>				
<b>Evidence of Leaks/Corrosion (Electrical System)</b>	1			.78
3 Corrosion that affects condition of components that carry current OR stains or rust on interior of electrical enclosures OR evidence of water leaks in enclosure or hardware				
<b>Frayed Wiring (Electrical System)</b>	2			.78
3 Nicks, abrasions, or fraying of insulation that expose any conducting wire				
<b>Missing Breakers/Fuses (Electrical System)</b>	2			.78
3 Open breaker port				
<b>Missing Covers (Electrical System)</b>	2			.78
3 Cover is missing, which results in exposed visible electrical connections				
<b>Elevator</b>	HS	L1	L2	L3
<b>Not Operable (Elevators)</b>	1			.25
3 Elevator does not function OR elevator doors open when cab is not there				
<b>Emergency Power</b>	HS	L1	L2	L3
<b>Auxiliary Lighting Inoperable (Emergency Power)</b>				.10
3 Auxiliary lighting does not function				
<b>Run-Up Records/Documentation Not Available</b>			.03	.06
2 Current records are not available but older records are properly maintained and available				
3 No generator records are available				
<b>Exhaust Systems</b>	HS	L1	L2	L3
<b>Roof Exhaust Fans Inoperable (Exhaust System)</b>				.35
3 Roof exhaust fan unit does not function				
<b>Fire Protection</b>	HS	L1	L2	L3
<b>Missing Sprinkler Head (Fire Protection)</b>	1			.78
3 Any sprinkler head is missing, visibly disabled, painted over, blocked, or capped.				
<b>Missing/Damaged/Expired Extinguishers</b>	2	.19	.39	.78
1 5% or less of fire extinguishers are missing, damaged, or expired.				
2 5-10% of fire extinguishers are missing, damaged, or expired				
3 More than 10% of fire extinguishers are missing, damaged, or expired OR Not operable/non-expired fire extinguisher on each floor				
<b>HVAC</b>	HS	L1	L2	L3
<b>Boiler/Pump Leaks (HVAC)</b>		.12		.47
1 Water or steam leaking in piping or pump packing				
3 Water or steam is leaking in piping or pump packing to point that system or pumps should be shut down.				
<b>Fuel Supply Leaks (HVAC)</b>	1			.47
3 Fuel is leaking from supply tank or piping.				
<b>Misaligned Chimney/Ventilation System (HVAC)</b>	2			.78
3 Misalignment of exhaust system on gas-fired or oil-fired unit that causes improper or dangerous venting of gases.				
<b>General Rust/Corrosion (HVAC)</b>	1		.10	.19
2 Significant rust, flaking, discoloration, or development of pits or crevices				
3 Equipment or piping does not function because of this condition				
<b>Sanitary System</b>	HS	L1	L2	L3
<b>Broken/Leaking/Clogged Pipes or Drains</b>	1			.78
3 Leaks in system OR evidence of clogged drains				
<b>Missing Drain/Cleanout/Manhole Covers (Sanitary System)</b>				.35
3 Drain cover is missing				

<b>Units and Common Areas - "Typical" Definitions</b>				
These are Unit definitions, but apply to almost all Common Areas as well. This book simplifies by using them for both areas. (Common Area scoring in next section.)				
<b>Bathroom (Unit)</b>	<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
<b>Bathroom Cabinets - Damaged/Missing (Bathroom)</b>		.05		
1 Damaged or missing shelves, vanity tops, drawers, or doors that are not functioning				
<b>Lavatory Sink - Damaged/Missing (Bathroom)</b>	1	.08		.34
1 Sink can be used, but there are cracks or discoloration in more than 50% of basin OR stopper is missing.				
3 Sink not fully functional				
<b>Plumbing - Clogged Drains (Bathroom)</b>	1	.19		.75
1 Water does not drain freely, but fixtures can be used.				
3 Drain is completely clogged or extensive deterioration				
<b>Plumbing - Leaking Faucet/Pipes (Bathroom)</b>	1	.11		.45
1 Leak or drip contained by basin				
3 Leak that is adversely affecting area around it				
<b>Shower/Tub - Damaged/Missing (Bathroom)</b>	1	.11	.23	.45
1 Stopper is missing.				
2 Cracks or extensive discoloration in more than 50% of basin.				
3 Shower or tub cannot be used for any reason. shower, tub, faucets, drains, or associated hardware is missing or has failed.				
<b>Ventilation/Exhaust System - Inoperable (Bathroom)</b>			.23	
3 Inoperable				
<b>Water Closet/Toilet - Damaged/Clogged/Missing (Bathroom)</b>	1		.38	.75
2 Seat, flush handle, cover etc. - are missing or damaged OR toilet seat is cracked, or hinge is broken.				
3 Toilet leaks OR missing OR unusable OR doesn't flush				
<b>Call-for-Aid (Unit)</b>	<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
<b>Inoperable (Call-for-Aid)</b>	1			.05
3 Does not function as intended				
<b>Ceiling (Unit)</b>	<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
<b>Bulging/Buckling (Ceiling)</b>				.12
3 Bulging, buckling, sagging, or problem with alignment.				
<b>Holes/Missing Tiles/Panels/Cracks (Ceiling)</b>		.03	.06	.12
1 Small holes no larger than sheet of paper - 8½" by 11" OR no more than 3 tiles or panels are missing				
2 Hole larger than 8½" by 11" - but does not penetrate area above OR more than 3 tiles or panels are missing OR crack more than 1/8 inch wide and 11" long.				
3 Hole penetrates to area above; you can see through it				
<b>Peeling/Needs Paint (Ceiling)</b>		.01	.01	
1 Affected area 1 square foot to 4 square feet				
2 Affected area larger than 4 square feet				
<b>Water Stains/Water Damage/Mold/Mildew (Ceiling)</b>		.01	.03	.05
1 Evidence of leak, mold, or mildew 1 to 4 square feet - less than 10% of ceiling				
2 More than 4 square feet - 10-50% of ceiling				
3 More than 50% of surface				
<b>Doors (Unit)</b>	<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
<b>Damaged Surface - Holes/Paint/Rusting/Glass (Doors)</b>			.03	.06
2 Door other than bathroom or entry has hole from 1/4 inch to 1 inch				
3 Bathroom or entry door has hole larger than 1/4 inch OR any door has hole larger than 1 inch, peeling or cracking paint, or rust that affects integrity of door surface, broken or missing glass OR delaminated or split door				
<b>Damaged Frames/Threshold/Lintels/Trim (Doors)</b>		.03	.05	.10
2 Door other than bathroom or entry is not functioning due to damage to frame, threshold, lintel, or trim				
3 Bathroom or entry door is not functioning due to frame, threshold, lintel, or trim				
<b>Damaged Hardware/Locks (Doors)</b>			.05	.10
1 Closet door does not function because of damage to hardware.				
2 Other door does not function because of damage to door's hardware				
3 Bathroom or entry door does not function because of damage to hardware				
<b>Doors Continued Next Page</b>				

Units and Common Area Typical Definitions, Doors Continued from Previous Page				
<b>Damaged/Missing Screen/Storm/Security Door (Doors)</b>	1	.03		.10
1 Screen or storm door has any kind of damage				
3 Security screen door is not functioning or is missing				
<b>Deteriorated/Missing Seals (Entry Only) (Doors)</b>				.14
3 Weather seals do not function as they should - you may see light around or under door, includes sweep				
<b>Missing Door (Doors)</b>		.06	.11	.23
1 Door is missing - NOT bathroom or entry door.				
2 Two doors or up to 50% of doors missing, but NOT bathroom entry doors, NO hazard				
3 Bathroom or entry door missing OR more than 50% of doors missing				
<b>Electrical System (Unit)</b>	HS	L1	L2	L3
<b>Blocked Access to Electrical Panel (Electrical System)</b>	1			.23
3 Electric breaker panel is blocked				
<b>Burnt Breakers (Electrical System)</b>	1			.30
3 Carbon residue, melted breakers, or arcing scars				
<b>Evidence of Leaks/Corrosion (Electrical System)</b>	1			.50
3 Corrosion of components that carry current OR Stains or rust inside electrical enclosure OR Evidence of water leaks in enclosure or hardware	2			.50
<b>Frayed Wiring (Electrical System)</b>	2			.50
3 Nicks, abrasions, or fraying of insulation that exposes conductor				
<b>GFI - Inoperable (Electrical System)</b>	1			.50
3 Inoperable as tested using test buttons				
GFI defects outlets only apply where ever they are found in a Unit, but only apply in these Common Areas: Laundry Room, Kitchen, or Restroom. If found elsewhere, or on Exterior, they must be recorded as Health and Safety; Hazards; Other				
<b>Missing Breakers/Fuses (Electrical System)</b>	2			.50
3 Open breaker port				
<b>Missing Covers (Electrical System)</b>	2			.50
3 Cover is missing, with exposed electrical connections				
<b>Floors (Unit)</b>	HS	L1	L2	L3
<b>Bulging/Buckling (Floors)</b>				.12
3 Bulging, buckling, sagging, or lack of horizontal alignment				
<b>Floor Covering Damage (Floors)</b>		.03	.06	.12
1 5-10% of floor covering has stains, burns, cuts, holes, or tears; loose areas; exposed seams. Covering is still functional, no safety hazard				
2 10-50% of floor covering damaged as above - stains only are L1				
3 More than 50% of floor covering damaged as above				
<b>Missing Flooring/Tiles (Floors)</b>		.03	.06	.12
1 Small areas of floor surface missing - more than 5% but less than 10% of floors				
2 10-50% of floors missing or broken flooring				
3 More than 50% of floors affected by missing or broken flooring OR condition causes safety concerns				
<b>Peeling/Needs Paint (Floors)</b>		.01	.01	
1 1 to 4 square feet affected				
2 More than 4 square feet affected			.06	.12
<b>Rot/Deteriorated Sub floor (Floors)</b>				
2 Small areas of rot or spongy flooring - more than 1 square foot, but less than 4 square feet				
3 More than 4 square feet - Applying weight causes deflection				
<b>Water Stains/Water Damage/Mold/Mildew (Floors)</b>			.03	.05
2 Water stain, mold, or mildew over small area 1 to 4 square feet				
3 More than 4 square feet affected				
<b>Hot Water Heater (Units ONLY - Common Area Water Heaters Go Under SYSTEMS)</b>	HS	L1	L2	L3
<b>Misaligned Chimney/Ventilation System (Hot Water Heater)</b>	2			.50
3 Misalignment or disconnected so carbon monoxide hazard possible				
<b>Inoperable Unit/Components (Hot Water Heater)</b>	1			.50
3 Water does not get warmer than room temperature				
<b>Hot Water Heater Continued Next Page</b>				



Units and Common Area Typical Definitions, Hot Water Heater Continued from Previous Page				
<b>Leaking Valves/Tanks/Pipes (Hot Water Heater)</b>				
3 Water leaking				.30
<b>Pressure Relief Valve Missing (Hot Water Heater)</b>				
1				.50
3 No pressure relief valve OR pressure relief valve drip leg or extension does not extend to within 18" of floor				
<b>Rust/Corrosion (Hot Water Heater)</b>				
1 Superficial surface rust.	1	.06	.11	.23
2 Significant rust, flaking, or discoloration - or pit or crevice				
3 Because of this condition equipment or piping do not function or leaks				
<b>HVAC System (Unit)</b>				
	HS	L1	L2	L3
<b>Misaligned Chimney/Ventilation System (HVAC)</b>				
3 Misalignment or disconnected so carbon monoxide hazard possible				.19
<b>Inoperable (HVAC)</b>				
3 HVAC does not function; no heating or cooling during proper season - system does not respond when controls are engaged				.75
<b>Noisy/Vibrating/Leaking (HVAC)</b>				
1 Abnormal vibrations, other noise, or leaks when engaged	2			.75
<b>Convection/Radiant Heat System Covers Missing/Damaged (HVAC)</b>				
3 Radiator cover missing or substantially damaged - note: may also result in sharp edges hazard		.11		
<b>General Rust/Corrosion (HVAC)</b>				
1 Rust or corrosion on HVAC units but still functional		.05	.09	.19
<b>Kitchen (Unit)</b>				
	HS	L1	L2	L3
<b>Cabinets - Missing/Damaged (Kitchen)</b>				
2 10-50% of doors or shelves missing or damaged, laminate separating			.09	.19
3 50% of cabinets, doors, shelves missing or damaged - laminate separating				
<b>Countertops - Missing/Damaged (Kitchen)</b>				
2 20% or more of countertop working surface is deteriorated			.09	
<b>Dishwasher/Garbage Disposal - Inoperable (Kitchen)</b>				
2 Dishwasher or garbage disposal does not function			.09	
<b>Plumbing - Clogged Drains (Kitchen)</b>				
1 Basin does not drain freely	1	.11		.45
3 Drain is completely clogged				
<b>Plumbing - Leaking Faucets/Pipes (Kitchen)</b>				
1 Leak or drip contained by basin, and faucet is functioning	1	.08		.34
3 Leaks outside of basin, having adverse affect on surrounding area				
<b>Range Hood/Exhaust Fans - Excessive Grease/Inoperable (Kitchen)</b>				
1 Accumulation of dirt threatens free passage of air		.08	.17	.34
3 Exhaust fan does not function OR completely blocked				
<b>Range/Stove - Missing/Damaged/Inoperable (Kitchen)</b>				
1 Operation of doors/drawers impeded, but stove functions OR flames not distributed equally OR pilot light is out		.05		.19
2 One burner is not functioning (other than pilot out)				
3 Stove missing OR 2 burners not functioning OR oven not functioning				
<b>Refrigerator - Missing/Damaged/Inoperable (Kitchen)</b>				
1 Gasket deteriorated OR excessive accumulation of ice		.08		.34
3 Refrigerator missing OR does not cool adequately for safe storage of food				
<b>Sink - Missing/Damaged (Kitchen)</b>				
1 Discoloration or cracks in 50 % or more of basin, but sink can still be used to prepare food	1	.19		.75
3 Sink or hardware is missing or not functioning				
<b>Laundry Area (Room) (Unit)</b>				
	HS	L1	L2	L3
<b>Dryer Vent- Missing/Damaged/Inoperable (Laundry Area (Room))</b>				
3 Dryer vent is missing or blocked - dryer not effectively vented to outside OR electric dryer with lint trap not maintained	1			.05
<b>Lighting (Unit)</b>				
	HS	L1	L2	L3
<b>Missing/Inoperable Fixture (Lighting)</b>				
1 Light fixture missing or not functioning in 1 room				
2 Light fixture missing or not functioning in 2 rooms				
3 Light fixture missing or not functioning in 3 or more rooms				

Outlets/Switches (Unit)	HS	L1	L2	L3
<b>Missing (Outlets/Switches)</b>	2	.02		.09
3 Outlet or switch missing with exposed wires				
<b>Missing/Broken Cover Plates (Outlets/Switches)</b>	2	.02		.09
1 Outlet or switch cover broken but no exposed wires				
3 Cover plate missing or broken with exposed wires				
Patio/Porch/Balcony (Unit)	HS	L1	L2	L3
<b>Baluster/Side Railings Damaged (Patio/Porch/Balcony)</b>	1			.05
3 Baluster or side rails loose, damaged, or missing and unsafe				
Smoke Detector (Unit)	HS	L1	L2	L3
<b>Missing/Inoperable (Smoke Detector)</b>	3	NON-SCORING		
Stairs (Unit)	HS	L1	L2	L3
<b>Broken/Missing Hand Railing (Stairs)</b>	1			.05
3 Hand-rail for 4 or more stairs is missing, damaged, loose, otherwise unsafe				
<b>Broken/Damaged/Missing Steps (Stairs)</b>	1			.05
3 Step is broken or missing				
Walls (Unit)	HS	L1	L2	L3
<b>Bulging/Buckling (Walls)</b>				.12
3 Bulging, buckling, sagging, or wall is no longer vertically aligned				
<b>Damaged (Walls)</b>		.02	.05	.09
1 Hole, missing tile or panel, other damage 1 inch to 8 ½ by 11" - hole does not penetrate to adjoining room				
2 Hole, missing tile or panel, other damage larger than 8 1/2 by 11" OR crack greater than 1/8 inch wide and 11" long				
3 Hole of any size penetrates to adjoining room OR 2 or more walls have Level 2 holes				
<b>Damaged/Deteriorated Trim (Walls)</b>		.01	.01	.02
1 Areas of deterioration in trim, 5-10% of wall area affected				
2 10-50% of wall area affected				
3 More than 50% of wall area affected				
<b>Peeling/Needs Paint (Walls)</b>		.01	.01	
1 More than 1 square foot but less than 4 square feet				
2 More than 4 square feet				
<b>Water Stains/Water Damage/Mold/Mildew (Walls)</b>		.01	.03	.05
1 Leak, mold, or mildew over area more than 1 but less than 4 square feet				
2 More than 4 square feet				
3 50% or more of surface affected by stains, mold, or mildew				
Windows (Unit)	HS	L1	L2	L3
<b>Cracked/Broken/Missing Panes (Windows)</b>	1	.03		.10
1 Cracked window pane				
3 Window pane broken or missing from window sash				
<b>Damaged Window Sill (Windows)</b>		.03	.07	
1 Sill is damaged, but still there - inside of surrounding wall not exposed and no impact on operation or functioning of window or weather tightness				
2 Sill is missing or damaged exposing inside of surrounding walls OR compromises weather tightness				
<b>Missing/Deteriorated Caulking/Seals (Windows)</b>		.06		.23
2 Missing or deteriorated caulk, but no evidence of damage to window or surrounding structure				
3 Missing or deteriorated caulk or seals with evidence of leaks or damage to window or surrounding structure OR Thermopane and insulated window fogged or failed				
<b>Inoperable/Not Lockable (Windows)</b>	1		.05	.10
1 Window is not functioning but can be secured - other windows in immediate area are functioning				
3 No functioning window in area OR a window does not lock				
<b>Peeling/Needs Paint (Windows)</b>	0	.01		
1 Peeling paint or window that needs paint				
<b>Security Bars Prevent Egress (Windows)</b>	2			.23
3 Security bars limit ability to exit through window - fixed bars, locked, bolted, not openable - and no second egress route available				

**Common Areas in this Flip Chart are divided into two types, CA1 & CA2, according to scoring impact - CA1s score twice as high as CA2s, except for Health & Safety defects which always score same**

**CA1 = Common Areas with Higher Values**

<b>Community Room</b>		<b>Day Care</b>			
Halls/Corridors/Stairs	Kitchen	Laundry - <u>all 3 contain unique items</u>			
<b>CA1 - Ceiling</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
Bulging/Buckling					.30
Holes/Msg Tiles/Panels/Cracks			.08	.15	.30
Peeling/Needs paint			.01	.03	
Water Stains/Damage/Mold/Mildew			.03	.06	.13
<b>CA1 - Doors</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
Dmg/Msg Screen/Storm/Sec'y Door		1	.08		.30
Dmg Frame/Threshold/Lintels/Trim				.11	.23
Dmg Hardware/Locks			.06	.11	.23
Dmg Surface (Holes/Paint/Rust)				.11	.23
Deteriorated/Msg Caulking/Seals					.50
Msg Door			.08	.15	.30
<b>CA1 - Electrical</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
Blocked Access/Improper Storage		1			.23
Burnt Breakers		1			.30
Evidence of Leaks/Corrosion		1			.50
Frayed Wiring		2			.50
Msg Breakers/Fuses		2			.50
Msg Covers		2			.50
<b>CA1 - Floors</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
Bulging/Buckling					.30
Floor Covering Dmg			.08	.15	.30
Msg Flooring/Tiles			.08	.15	.30
Peeling/Needs paint			.01	.03	
Rot/Deteriorated Sub floor				.15	.30
Water Stains/Damage/Mold/Mildew				.06	.13
<b>CA1 - Hall/Corridor/Stair ***</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
Graffiti			.08	.15	.30
Mailbox - Msg/Dmg					.13
Pedestrian/Wheelchair Ramp					.23
<b>CA1 - Health and Safety - Common</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
Air Quality - Mold/Mildew		1			.23
Air Quality - Propane/Natural Gas		2			.50
Air Quality - Sewer Odor		1			.23
Exposed Wires/Open Panels		2			.50
Water Leaks on/near Elec Equipt		2			.50
Flammable Materials - Improperly Stored		1			.23
Garbage/Debris - Indoors		1			.23
Garbage/Debris - Outdoors		1			.23
Hazards - Other		1	NON-SCORING		
Hazards - Sharp Edges		1			.23
Hazards - Tripping		1	NON-SCORING		
Infestation - Insects		1			.23
Infestation - Rats/Mice/Vermin		1			.23
<b>CA1 - HVAC * 1</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
Radiant Heat Sys Covers Msg/Dmg					.13
General Rust/Corrosion			.03	.06	.13
Inoperable					.50
Misaligned Chimney/Vent System		2			.50



<b>CA2 - Electrical</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Blocked Access/Improper Storage	1			.11
	Burnt Breakers	1			.15
	Evidence of Leaks/Corrosion	1			.25
	Frayed Wiring	2			.25
	Msg Breakers/Fuses	2			.25
	Msg Covers	2			.25
<b>CA2 - Floors</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Bulging/Buckling				.15
	Floor Covering Dmg		.04	.08	.15
	Msg Flooring/Tiles		.04	.08	.15
	Peeling/Needs paint		.01	.01	.03
	Rot/Deteriorated Sub floor			.08	.15
	Water Stains/Damage/Mold/Mildew			.03	.06
<b>CA2 - HVAC * 1</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Misaligned Chimney/Vent System	2			.25
	Inoperable				.25
	Noisy/Vibrating/Leaking		.04		
	Radiant Heat Sys Covers Msg/Dmg				.06
	General Rust/Corrosion		.02	.03	.06
<b>CA2 - Health and Safety</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Air Quality - Mold/Mildew	1			.23
	Air Quality - Propane/Natural Gas	2			.50
	Air Quality - Sewer Odor	1			.23
	Exposed Wires/Open Panels	2			.50
	Water Leaks on/near Elec Equipt	2			.50
	Flammable Materials - Improperly Stored	1			.23
	Garbage/Debris - Indoors	1			.23
	Garbage/Debris - Outdoors	1			.23
	Hazards - Other	1	NON-SCORING		
	Hazards - Sharp Edges	1			.23
	Hazards - Tripping	1	NON-SCORING		
	Infestation - Insects	1			.23
	Infestation - Rats/Mice/Vermin	1			.23
<b>CA2 - Lighting</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Msg/Dmg/Inoperable Fixture			.08	.15
<b>CA2 - Outlets / Switches</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Cover Plates - Msg/Broken	2	.03		.11
<b>CA2 - Patio/Porch/Balcony ***</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Baluster/Side Railing - Dmg				.11
<b>CA2 - Pools/Related Structures ***</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Fencing - Dmg/Not Intact				.25
	Pool- Not Operational				.06
<b>CA2 - Restroom/Pool Structure ***</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Call-for-Aid Inoperable * 5				.11
	GFI - Inoperable * 5	1			.25
	Lavatory/Sink Dmg/Msg	1	.03		.11
	Plumbing - Clogged Drains	1	.04		.15
	Plumbing - Leaking Faucet/Pipes	1	.03		.11
	Restroom Cabinets - Dmg		.02		
	Shower/Tub - Dmg/Msg			.08	.15
	Vent/Exhaust System - Inoperable			.08	
<b>CA2 - Smoke Detector</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Msg/Inoperable	3			
<b>CA2 - Stairs</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Broken/Dmg/Msg Steps	1			.11
	Broken/Msg Hand Railing	1			.11
<b>CA2 - Trash Collection Areas ***</b>		<b>HS</b>	<b>L1</b>	<b>L2</b>	<b>L3</b>
	Chutes - Damaged/Msg Components	1		.06	.11

CA2 - Walls		HS	L1	L2	L3
	Bulging/Buckling				.15
	Damaged		.03	.06	.11
	Dmg/Deteriorated Trim		.01	.01	.03
	Peeling/Needs paint		.01	.01	.03
	Water Stains/Damage/Mold/Mildew		.02	.03	.06
CA2 - Windows		HS	L1	L2	L3
	Broken/Msg/Cracked Panes	1	.03		.11
	Dmg Window Sill		.04	.08	.15
	Inoperable/Not Lockable	1		.06	.11
	Msg/Deteriorated Caulk/Seals/Glazing		.06		.25
	Peeling/Needs Paint		.02		.06
	Sec'y Bars Prevent Egress	2			.25

Common Areas - Unique Definitions					
Common Areas are generally subject to typical defects listed under Units. Some Common Areas contain special items or defect definitions which vary from Units, as listed here					
<b>Lighting Missing/Damaged/Inoperable Fixture differs from Unit definition in Common Areas</b>		HS	L1	L2	L3
2 20%-50% of lighting fixtures missing or damaged so they do not function		see scoring above			
3 More than 50% of light fixtures missing or damaged so they do not function		see scoring above			
<b>FHEO - 36" Wide Interior Hallways</b>		HS	L1	L2	L3
<b>Multi-story Bldg Hall/Common Areas Less Than 32" Wide</b>		see scoring above			
3 interior hallways are less than 36" wide		see scoring above			
<b>FHEO - Accessible Outside Common Areas</b>		HS	L1	L2	L3
<b>Routes Obstructed or Inaccessible to Wheelchair</b>		see scoring above			
3 Route to outside Common Areas obstructed or not accessible		see scoring above			
<b>Halls/Corridors/Stairs (Common Areas)</b>		HS	L1	L2	L3
<b>Graffiti (Common Areas)</b>		see scoring above			
1 Graffiti in one place.		see scoring above			
2 Graffiti in 2-5 places.		see scoring above			
3 Graffiti in 6 or more places.		see scoring above			
<b>Mailboxes - Missing/Damaged (Common Areas)</b>		see scoring above			
3 Resident/unit mailbox cannot be locked OR resident/unit mailbox missing		see scoring above			
<b>Pedestrian/Wheelchair Ramp (Common Areas)</b>		see scoring above			
2 Walkway or ramp shows deterioration and requires repair, but safe		see scoring above			
3 Walkway or ramp cannot safely be used		see scoring above			
<b>Pools and Related Structures</b>		HS	L1	L2	L3
<b>Fencing - Damaged/Not Intact (Common Areas)</b>		see scoring above			
3 Any damage that could compromise integrity of fence.		see scoring above			
<b>Pool - Not Operational (Common Areas)</b>		see scoring above			
3 Pool is not operational OR unsafe conditions at pool area		see scoring above			
<b>Trash Collection Areas</b>		HS	L1	L2	L3
<b>Chutes Damaged/Missing Components (Common Areas)</b>		see scoring above			
3 Trash backed up OR door doesn't close and latch OR system or compactor does not function		see scoring above			

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