

APPENDIX 6

PHA/RMC/AME:

FYE:

Date:

INDICATOR #5. ANNUAL INSPECTION OF UNITS AND SYSTEMS

This indicator examines the percentage of units/systems that a PHA inspects on an annual basis in order to determine the short-term maintenance and long-term modernization needs.

Information from the Certification Form/IBS:

- 1. Number of units exempted where PHA made two documented attempts to inspect: _____
- 2. Number of units exempted for modernization: _____
- 3. Number of units exempted for other reasons: _____
- 4. Number of units inspected using local code/HQS: _____
- 5. Number of units meeting local code/HQS: _____
- 6. Did PHA complete repairs, issue work orders or refer to modernization program? Yes No
- 7. Number of sites exempted from inspection: _____
 Number of sites where systems were inspected in accordance to PHA's maintenance plan: _____
- 8. Number of buildings exempted from inspection: _____
 Number of buildings where systems were inspected in accordance to PHA's maintenance plan: _____
- 9. PHA performed required maintenance on buildings/sites in accordance with local code/HQS, maintenance plan or manufacturers specifications, issued work orders or included in modernization program? Yes
 No
- 11. Adjustments:
 - Physical condition: _____ Points
 - Neighborhood environment: _____ Points
 - Physical condition and neighborhood environment: _____ Points

Total: _____ Points

Sources: Local codes/HQS (24 CFR 982.401); work orders; work order logs; modernization logs; census data; rent rolls.

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Indicator #5, Continued:

- | | Verification Questions | Yes | No* | N/A |
|----|---|-----|-----|-----|
| 1. | Standard used to inspect units/systems:
<input type="checkbox"/> Local codes
<input type="checkbox"/> HQS
<input type="checkbox"/> Combination of local codes/HQS | | | |
| 2. | Did PHA do a comparative analysis to determine which standard was more stringent? | | | |
| 3. | Does PHA use a standard form to complete inspections?
<input type="checkbox"/> Local code inspection form
<input type="checkbox"/> Form HUD-52580A <input type="checkbox"/> Other (Attached) | | | |
| 4. | If occupied units were not inspected:
<input type="checkbox"/> Were attempts to inspect documented?
<input type="checkbox"/> Was legal action initiated, up to and including eviction? | | | |
| 5. | Did PHA inspect:
<input type="checkbox"/> Units approved for non-dwelling use
<input type="checkbox"/> Units approved for non-income eligible employee occupancy?
<input type="checkbox"/> Units approved for deprogramming?
<input type="checkbox"/> Common areas? | | | |
| 6. | Where deficiencies were noted, did PHA:
<input type="checkbox"/> Repair during inspection?
<input type="checkbox"/> Issue work order?
<input type="checkbox"/> Defer to modernization program? | | | |
| 7. | Does PHA have a written maintenance plan?

Date last updated: _____ | | | |
| 8. | Does the PHA have a schedule for the inspection of major systems? | | | |
| 9. | Does the PHA track the annual inspection and repair of major systems?
<input type="checkbox"/> When systems were inspected?
<input type="checkbox"/> Who inspected?
<input type="checkbox"/> Disposition of repairs? | | | |

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Indicator #5, Continued:

Verification Questions, Continued

10. Has the management function for indicator #5
been assumed by an RMC/AME? Yes
 No

11. Modification/exclusion requests:

* All "No" answers should be explained below or attached.

Summary

Component #1, Inspection of Units:

Initial Grade: _____ Confirmed Grade: _____

Component #2, Inspection of Systems:

Initial Grade: _____ Confirmed Grade: _____

Overall Indicator:

Initial Grade: _____ Confirmed Grade: _____

Reviewer: