

U.S. Department of Housing and Urban Development
Washington, DC 20410-0100

11/19/2015

REAL ESTATE ASSESSMENT CENTER

517820 / 800009618

Danforth Heights
48 Salem St
Portland, ME 04102 -3956

Dear Owner:

Enclosed with this letter/electronic file is the latest Physical Inspection Summary Report for your property. An inspector, certified by HUD in the use of the inspection protocol, performed the inspection. The report includes property and ownership profile information and shows each deficiency observed during the inspection. Also enclosed is a short description of the elements of the report to assist you in interpretation.

The physical inspection was completed pursuant to HUD regulations at 24 CFR Part 5 and Part 200. You may review the regulations at any time from the Real Estate Assessment Center (REAC) web site at <http://www.hud.gov/offices/reac>. This site provides information about REAC and the physical inspection process and allows you to download a free copy of the inspection software and view deficiency definitions.

If the inspector noted any exigent health and safety (EH&S) deficiencies at the time of the inspection, you or your representative received a report listing those deficiencies. HUD requires you to immediately correct or mitigate all such deficiencies and report your actions within three (3) business days of receipt of the report. If you have not already done so, please provide the local HUD Office of Housing with a certification, on your letterhead, that these exigent items have been corrected. You must use the language in the enclosed certification to report completion of the EH&S deficiencies. If your property is assigned to a Performance Based Contract Administrator (PB-CA), your certification should be sent to the PB-CA and not to the local HUD office. If the loan is under the 232 program, your certification should be sent to the Account Executive with the Office of Healthcare Programs (OHP). Do not send your report to REAC.

Because your property received a score of 60 or above, HUD requires that you note and correct all deficiencies as part of your ongoing maintenance program. If there are any special requirements for your property, the local Office of Housing or PB-CA having jurisdiction will contact you. If, you are still working to complete approved work under an earlier PC or formal Plan of Action (PA), or you have not yet certified completion of a PC or PA, the Office of Housing requires that you contact the local HUD Office of Housing to discuss this inspection and its relationship to work in progress, or, if a 232 loan, the local OHP. If the mortgage on your property is insured by HUD/FHA, please provide copies of all correspondence regarding this inspection to your mortgagee.

If your property had any EH&S deficiencies, and you fail to correct all of these deficiencies within the required timeframe, or falsely certify to repairs made, these noncompliance issues may adversely affect your eligibility for participation in HUD programs. Under HUD's Previous Participation Review and Clearance procedure, these non-compliance issues constitute a standard for disapproval pursuant to 24 CFR Section 200.230(c)(3) and HUD Handbook 4065.1 REV-1, paragraph 2-1(D)(1)(b). Under these circumstances, a flag (disqualifying entry) will be

placed in the Active Partner Performance Systems (APPS) in accordance with the textual "NOTE" at the conclusion of paragraph 2-1(D)(1) of the above referenced handbook. This letter is the only notice that you will receive of the placing of a flag in the APPS for noncompliance.

We appreciate your cooperation during the inspection, and remind you of your ongoing responsibility to maintain this property in a manner that is decent, safe, sanitary and in good repair.

Thank you for your cooperation.

Sincerely,

SAMUEL TUFFOUR
PROGRAM MANAGER, PHYSICAL ASSESSMENT
SUBSYSTEM
Real Estate Assessment Center

Enclosures

Inspection Summary Report (POA) for Inspection #517820

Inspection Snapshot

Inspection ID:	517820	Inspection Time:	08:36 AM - 12:36 PM
Inspection Start Date:	11/18/2015	Inspection End Date:	11/18/2015
Property ID:	800009618	Property Type:	Multi Family
Property Name:	Danforth Heights		
Inspection State:	Successful	Score:	87c

Inspection Summary Report (POA) for Inspection #517820

Property Profile

Property Name: Danforth Heights
FHA #: 02411052 **Organization:** TBD
Scattered Site? No **Multiple Site?** No
Address Line 1: 48 Salem St
Address Line 2:
City: Portland **State:** ME
ZIP: 04102 **Extension:** 3956
Phone: (207) 772-4386 **Extension:**
Fax: (207) 772-3069 **Email:** cynde.dunn@schochet.com

Type	Building			Units		
	Expected	Actual	Sampled	Expected	Actual	Sampled
Residential	8	8	8	166	166	23
Common	0			-	-	-
Total	8	8	8	166	166	23

Occupancy Information

No. of Occupied Units	Occupancy Rate	Inspect Vacant Units
166	100%	No

Comments tac bed bugs bld 2 unit 246-A, bld 5 units 215 and 217, bld 6 unit 204, bld 8 unit 307

Inspection Summary Report (POA) for Inspection #517820

Participant Profile

Site Manager [Primary Contact / Present During Inspection]

Name (F, MI, L): Cynde Dunn
Organization: Danforth Heights Apartments
Address Line 1: 48 Salem St
Address Line 2:
City: Portland **State:** ME
ZIP: 04102 **Extension:**
Phone: (207) 772-4386 **Extension:**
Fax: (207) 772-3069 **Email:** cynde.dunn@schochet.com

Management Agent [Not Present During Inspection]

Name (F, MI, L): Peter Lewis
Organization: Federal Management Company Inc.
Address Line 1: 536 Granite St
Address Line 2:
City: Braintree **State:** MA
ZIP: 02184 **Extension:**
Phone: (617) 482-8925 **Extension:**
Fax: (617) 338-8505 **Email:** peter.lewis@schochet.com

Owner [Not Present During Inspection]

Name (F, MI, L): Jay R. Schochet
Organization: Codman Portland Associates
Address Line 1: 536 Granite St.
Address Line 2:
City: Braintree **State:** MA
ZIP: 02184 **Extension:**
Phone: (617) 482-8295 **Extension:**
Fax: (617) 338-8505 **Email:** jay.schochet@schochet.com

Inspection Summary Report (POA) for Inspection #517820

Score Summary

Area	Possible Points	Deductions(Excluding H&S)	Pre H&S Points	H&S Deductions	Final Points
Site	17.23	1.48	15.75	0.00	15.75
Building Exterior	16.73	4.48	12.25	0.00	12.25
Building Systems	20.04	0.00	20.04	0.00	20.04
Common Area	3.45	0.00	3.45	0.00	3.45
Unit	42.55	3.23	39.32	3.49	35.83
Total	100.00	9.19	90.81	3.49	87.32

Score Version: 1

Score Date: 11/19/2015

Final Score: 87c

Inspection Summary Report (POA) for Inspection #517820

Health & Safety Summary

	Site	Buildings	Units	Total	
Non-Life Threatening (NLT)					Health and Safety Narrative
Actual	0	0	4	4	1 site, 8 buildings and 23 units were inspected.
Projected	0	0	29	29	6 health and safety deficiencies(HSD) were observed.
Life Threatening (LT)					Percentage Inspected:
Actual	0	0	2	2	Site (PIS): 100%
Projected	0	0	14	14	Building (PIB): 100%
Smoke Detectors (SD)					Unit (PIU): 14%
Actual	0	0	0	0	Projected HSD:
Projected	0	0	0	0	Site = (Actual HSDS) / PIS
Overall					Building = (Actual HSDB) / PIB
Actual	0	0	6	6	Unit = (Actual HSDU) / PIU
Projected	0	0	43	43	If all buildings and units were inspected, it is projected that a total of 43 health and safety deficiencies would apply to the property.

Inspection Summary Report (POA) for Inspection #517820

Systemic Deficiencies

Type	Area	Item	Deficiency	B/U with defects	Total B/U	%
Capital	Site	Retaining Walls	Site - Damaged/Falling/Leaning (Retaining Walls)	1	1	100
Capital	Unit	Kitchen Items	Unit - Refrigerator - Missing/Damaged/Inoperable (Kitchen)	8	23	35
Ordinary	BE	Walls	BE- Missing Pieces/Holes/Spalling (Walls)	6	8	75
Ordinary	BE	FHEO - Accessibility to Main Floor Entrance	BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance)	7	8	88

Note:

B/U - Indicates Buildings or Units

BE - Indicates Building Exterior

BS - Indicates Building Systems

CA - Indicates Common Areas

Capital items are repairs that generally require large cash outlays. (Items such as new roofs and new appliances)

Ordinary items are repairs that require smaller cash outlays. (Items such as light fixtures, fire extinguishers and smoke detectors)

Inspection Summary Report (POA) for Inspection #517820

Building/Unit Summary

Entity	Expected	Actual	# Inspected	# Reported Uninspectable
Building	8	8	8	0
Unit	166	166	23	0

Building 1 - 5 [Sample , Inspected]

Address Line 1: 236-244 Spring St

Address Line 2:

City: Portland

State: ME

Zip: 04102

Extension:

Type	Constructed In	Floors	Expected Unit Count	Actual Unit Count
Row or Townhouse	1974	2	5	5

Comments:

Unit #	# Bedrooms	Occupied?	Uninspected Reason?
242	3 Bedrooms	Yes	

Building 2 - 4 [Sample , Inspected]

Address Line 1: 244A-246A Spring St

Address Line 2:

City: Portland

State: ME

Zip: 04102

Extension:

Type	Constructed In	Floors	Expected Unit Count	Actual Unit Count
Row or Townhouse	1974	2	3	3

Comments:

Building 3 - 3 [Sample , Inspected]

Address Line 1: 248-252A Spring St

Address Line 2:

City: Portland

State: ME

Zip: 04102

Extension:

Type	Constructed In	Floors	Expected Unit Count	Actual Unit Count
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Inspection Summary Report (POA) for Inspection #517820

Row or Townhouse	1974	2	6	6
Comments:				
Unit #	# Bedrooms	Occupied?	UnInspected Reason?	
252-A	4 Bedrooms	Yes		

Building 4 - 2 [Sample , Inspected]				
Address Line 1: 231-237 Danforth St,				
Address Line 2:				
City:	Portland	State:	ME	
Zip:	04102	Extension:		
Type	Constructed In	Floors	Expected Unit Count	Actual Unit Count
Row or Townhouse	1974	2	7	7
Comments:				
Unit #	# Bedrooms	Occupied?	UnInspected Reason?	
235-A	4 Bedrooms	Yes		

Building 5 - 1 [Sample , Inspected]				
Address Line 1: 213-229 Danforth St,				
Address Line 2:				
City:	Portland	State:	ME	
Zip:	04102	Extension:		
Type	Constructed In	Floors	Expected Unit Count	Actual Unit Count
Row or Townhouse	1974	2	9	9
Comments:				
Unit #	# Bedrooms	Occupied?	UnInspected Reason?	
219	3 Bedrooms	Yes		

Building 6 - A [Sample , Inspected]				
Address Line 1: 240 Danforth St,				

Inspection Summary Report (POA) for Inspection #517820

Address Line 2:

City: Portland State: ME
 Zip: 04102 Extension: _____

Type	Constructed In	Floors	Expected Unit Count	Actual Unit Count
Walkup/Multifamily Apts	1974	3	30	30

Comments:

Unit #	# Bedrooms	Occupied?	Uninspected Reason?
105	2 Bedrooms	Yes	
202	2 Bedrooms	Yes	
209	2 Bedrooms	Yes	
307	2 Bedrooms	Yes	

Building 7 - B [Sample , Inspected]

Address Line 1: 21 School St
 Address Line 2:
 City: Portland State: ME
 Zip: 04102 Extension: _____

Type	Constructed In	Floors	Expected Unit Count	Actual Unit Count
Walkup/Multifamily Apts	1974	3	37	37

Comments:

Unit #	# Bedrooms	Occupied?	Uninspected Reason?
03	2 Bedrooms	Yes	
105	2 Bedrooms	Yes	
112	1 Bedroom	Yes	
207	2 Bedrooms	Yes	
303	3 Bedrooms	Yes	

Building 8 - C [Sample , Inspected]

Address Line 1: 48 Salem/ 65 Summer St
 Address Line 2:

Inspection Summary Report (POA) for Inspection #517820

City: Portland State: ME
 Zip: 04102 Extension: _____

Type	Constructed In	Floors	Expected Unit Count	Actual Unit Count
Walkup/Multifamily Apts	1974	6	69	69

Comments:

Unit #	# Bedrooms	Occupied?	Uninspected Reason?
02	2 Bedrooms	Yes	
106	2 Bedrooms	Yes	
206	2 Bedrooms	Yes	
306	2 Bedrooms	Yes	
404	2 Bedrooms	Yes	
411	2 Bedrooms	Yes	
504	2 Bedrooms	Yes	
511	2 Bedrooms	Yes	
604	2 Bedrooms	Yes	
612	2 Bedrooms	Yes	

Inspection Summary Report (POA) for Inspection #517820

Certificates	
Certificate Item	Certificate State
Boilers	NA - This certificate is not applicable for this property
Elevators	NA - This certificate is not applicable for this property
Fire Alarms	Yes - This certificate is provided or is not expired
Lead-Based Paint Disclosure Forms	Yes - This certificate is provided or is not expired
Lead-Based Paint Inspection Reports	Yes - This certificate is provided or is not expired
Sprinkler Systems	NA - This certificate is not applicable for this property

Inspection Summary Report (POA) for Inspection #517820

Score Details

Note: The inspection software allows for the recording of the same deficiency as many times as it occurs. However, it is only scored once. The number within the parenthesis after the Deficiency indicates the number of observations for this inspectable area. For example; "**Site - Spalling (Walkway / Steps) (4)**" indicates the deficiency was observed and recorded 4 times under Site. Each individual observation can be found in the [Deficiency Details](#) section of this report.

Item	Deficiency	Severity	Points Deducted	Points Received
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Site - Danforth Heights - Site(0) [Possible Points : 17.23]

Non-Health And Safety Deficiencies

Item	Deficiency	Severity	Points Deducted	Points Received
Retaining Walls	Site - Damaged/Falling/Leaning (Retaining Walls)	Level 1	1.48	
			1.48	15.75

Building 1 - 5 - Building Exterior [Possible Points : 0.48]

Non-Health And Safety Deficiencies

Item	Deficiency	Severity	Points Deducted	Points Received
FHEO - Accessibility to Main Floor Entrance	BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance)	Level 3	0.00	
Walls	BE- Missing Pieces/Holes/Spalling (Walls) (2)	Level 2	0.13	
			0.13	0.35

Building 1 - 5 - Unit 242 [Possible Points : 1.92]

Non-Health And Safety Deficiencies

Item	Deficiency	Severity	Points Deducted	Points Received
Kitchen Items	Unit - Refrigerator - Missing/Damaged/Inoperable (Kitchen)	Level 1	0.17	
Windows	Unit - Damaged/Missing Screens (Windows)	Level 1	0.03	
Health And Safety Deficiencies				
Emergency/Fire Exits	HS - Emergency/Fire Exits Blocked/Unusable (Emergency/Fire Exits) (LT)	Level 3	1.50	
Windows	Unit - Inoperable/Not Lockable (Windows) (NLT)	Level 3	0.20	
			1.90	0.02

Building 2 - 4 - Building Exterior [Possible Points : 0.29]

Non-Health And Safety Deficiencies

Item	Deficiency	Severity	Points Deducted	Points Received
FHEO - Accessibility to Main Floor Entrance	BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance)	Level 3	0.00	
Walls	BE- Missing Pieces/Holes/Spalling (Walls)	Level 2	0.08	

Inspection Summary Report (POA) for Inspection #517820

Item	Deficiency	Severity	Points Deducted	Points Received
			0.08	0.21

Building 3 - 3 - Building Exterior [Possible Points : 0.58]

Non-Health And Safety Deficiencies				
FHEO - Accessibility to Main Floor Entrance	BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance)	Level 3	0.00	
Walls	BE- Missing Pieces/Holes/Spalling (Walls) (3)	Level 2	0.16	
			0.16	0.42

Building 3 - 3 - Unit 252-A* [Possible Points : 1.92]

Non-Health And Safety Deficiencies				
Bathroom Items	Unit - Plumbing Leaking Faucet/Pipes (Bathroom)	Level 1	0.22	
Doors	Unit - Damaged Hardware/Locks (Doors)	Level 1	0.05	
Windows	Unit- Cracked/Broken/Missing Panes (Windows)	Level 1	0.05	
Health And Safety Deficiencies				
Electrical System	Unit - GFI - Inoperable (Electrical System) (NLT)	Level 3	1.00	
Emergency/Fire Exits	HS - Emergency/Fire Exits Blocked/Unusable (Emergency/Fire Exits) (LT)	Level 3	1.50	
Windows	Unit - Inoperable/Not Lockable (Windows) (NLT)	Level 3	0.20	
* The point deductions for this sub-area exceed the number of possible points. The points received cannot be negative so it is set to zero.			3.03	0.00

Building 4 - 2 - Building Exterior [Possible Points : 0.68]

Non-Health And Safety Deficiencies				
FHEO - Accessibility to Main Floor Entrance	BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance)	Level 3	0.00	
			0.00	0.68

Building 4 - 2 - Unit 235-A [Possible Points : 1.92]

Non-Health And Safety Deficiencies				
Doors	Unit - Damaged Hardware/Locks (Doors)	Level 2	0.10	
Doors	Unit - Damaged Surface (Holes/Paint/Rust/Glass) (Doors)	Level 3	0.20	
Doors	Unit - Damaged/Missing Screen/Storm/Security Door (Doors)	Level 1	0.05	

Inspection Summary Report (POA) for Inspection #517820

Item	Deficiency	Severity	Points Deducted	Points Received
Kitchen Items	Unit - Refrigerator - Missing/Damaged/Inoperable (Kitchen)	Level 1	0.17	
			0.52	1.40

Building 5 - 1 - Building Exterior [Possible Points : 0.87]

Non-Health And Safety Deficiencies				
FHEO - Accessibility to Main Floor Entrance	BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance)	Level 3	0.00	
Walls	BE- Cracks/Gaps (Walls)	Level 2	0.40	
Walls	BE- Missing Pieces/Holes/Spalling (Walls)	Level 2	0.24	
			0.64	0.23

Building 5 - 1 - Unit 219 [Possible Points : 1.88]

Non-Health And Safety Deficiencies				
Doors	Unit - Damaged Hardware/Locks (Doors)	Level 2	0.10	
Walls	Unit - Damaged (Walls)	Level 1	0.04	
			0.15	1.73

Building 6 - A - Building Exterior [Possible Points : 3.56]

Non-Health And Safety Deficiencies				
FHEO - Accessibility to Main Floor Entrance	BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance)	Level 3	0.00	
Walls	BE- Missing Pieces/Holes/Spalling (Walls) (2)	Level 2	0.80	
			0.80	2.76

Building 6 - A - Common Areas [Possible Points : 0.98]

Non-Health And Safety Deficiencies				
Patio/Porch/Balcony	CA - Routes Obstructed or Inaccessible to Wheelchair (FHEO - Accessible Outside Common Areas)	Level 3	0.00	
			0.00	0.98

Building 6 - A - Unit 202 [Possible Points : 1.84]

Non-Health And Safety Deficiencies				

Inspection Summary Report (POA) for Inspection #517820

Item	Deficiency	Severity	Points Deducted	Points Received
Kitchen Items	Unit - Refrigerator - Missing/Damaged/Inoperable (Kitchen)	Level 1	0.17	
			0.17	1.67

Building 7 - B - Building Exterior [Possible Points : 3.58]

Non-Health And Safety Deficiencies				
FHEO - Accessibility to Main Floor Entrance	BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance)	Level 3	0.00	
Walls	BE- Missing Pieces/Holes/Spalling (Walls)	Level 2	0.98	
			0.98	2.60

Building 7 - B - Common Areas [Possible Points : 0.98]

Non-Health And Safety Deficiencies				
Patio/Porch/Balcony	CA - Routes Obstructed or Inaccessible to Wheelchair (FHEO - Accessible Outside Common Areas)	Level 3	0.00	
			0.00	0.98

Building 7 - B - Unit 105 [Possible Points : 1.84]

Non-Health And Safety Deficiencies				
Ceiling	Unit - Peeling/Needs Paint (Ceiling)	Level 1	0.01	
			0.01	1.83

Building 7 - B - Unit 112 [Possible Points : 1.84]

Non-Health And Safety Deficiencies				
Kitchen Items	Unit - Refrigerator - Missing/Damaged/Inoperable (Kitchen)	Level 1	0.17	
			0.17	1.67

Building 7 - B - Unit 207 [Possible Points : 1.84]

Non-Health And Safety Deficiencies				
Kitchen Items	Unit - Refrigerator - Missing/Damaged/Inoperable (Kitchen)	Level 1	0.17	
			0.17	1.67

Building 8 - C - Building Exterior [Possible Points : 6.68]

Inspection Summary Report (POA) for Inspection #517820

Item	Deficiency	Severity	Points Deducted	Points Received
Non-Health And Safety Deficiencies				
Roofs	BE- Missing/Damaged Components from Downspout/Gutter (Roofs)	Level 2	1.69	
			1.69	4.99

Building 8 - C - Unit 02 [Possible Points : 1.84]				
Non-Health And Safety Deficiencies				
Bathroom Items	Unit - Plumbing - Clogged Drains (Bathroom)	Level 1	0.37	
Windows	Unit - Damaged/Missing Screens (Windows)	Level 1	0.03	
			0.40	1.44

Building 8 - C - Unit 106 [Possible Points : 1.84]				
Non-Health And Safety Deficiencies				
Doors	Unit - Missing Door (Doors)	Level 1	0.11	
Windows	Unit - Damaged/Missing Screens (Windows)	Level 1	0.03	
			0.14	1.70

Building 8 - C - Unit 306 [Possible Points : 1.84]				
Non-Health And Safety Deficiencies				
Windows	Unit- Missing/Deteriorated Caulking/Seals/Glazing Compound (Windows)	Level 3	0.45	
Health And Safety Deficiencies				
Windows	Unit - Inoperable/Not Lockable (Windows) (NLT)	Level 3	0.20	
			0.65	1.19

Building 8 - C - Unit 411 [Possible Points : 1.84]				
Non-Health And Safety Deficiencies				
Kitchen Items	Unit - Refrigerator - Missing/Damaged/Inoperable (Kitchen)	Level 1	0.17	
			0.17	1.67

Building 8 - C - Unit 504 [Possible Points : 1.84]				
Non-Health And Safety Deficiencies				
Kitchen Items	Unit - Refrigerator - Missing/Damaged/Inoperable (Kitchen)	Level 1	0.17	
			0.17	1.67

Inspection Summary Report (POA) for Inspection #517820

Item	Deficiency	Severity	Points Deducted	Points Received
Building 8 - C - Unit 604 [Possible Points : 1.84]				
Non-Health And Safety Deficiencies				
Kitchen Items	Unit - Refrigerator - Missing/Damaged/Inoperable (Kitchen)	Level 1	0.17	
			0.17	1.67
Building 8 - C - Unit 612 [Possible Points : 1.84]				
Non-Health And Safety Deficiencies				
Windows	Unit - Damaged/Missing Screens (Windows) (2)	Level 1	0.03	
			0.03	1.81

Inspection Summary Report (POA) for Inspection #517820

Deficiency Details			
Item	Location/Comments	Deficiency/Severity	Decisions
Site - Danforth Heights - Site(0)			
Non-Health And Safety Deficiencies			
Retaining Walls	C	Site - Damaged/Falling/ Leaning (Retaining Walls) - L1	- Signs of deterioration (for example, falling or leaning), but still functions and is not a safety risk
Building 1 - 5[Sample,Inspected] - Building Exterior			
Non-Health And Safety Deficiencies			
FHEO - Accessibility to Main Floor Entrance		BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance) - L3	- There IS an obstructed or missing accessible route to or from the main ground floor entrance (accessible route includes level surface to the door, ramps, etc.)
Walls		BE- Missing Pieces/Holes/ Spalling (Walls) - L2	- Hole(s) - Greater than 1/2" in diameter, but smaller than a sheet of paper
Walls	front	BE- Missing Pieces/Holes/ Spalling (Walls) - L2	- Hole(s) - Greater than 1/2" in diameter, but smaller than a sheet of paper
Building 1 - 5[Sample,Inspected] - Building Systems			
None			
Building 1 - 5[Sample,Inspected] - Common Areas			
None			
Building 1 - 5[Sample,Inspected] - Unit 242			
Non-Health And Safety Deficiencies			
Kitchen Items	Kitchen	Unit - Refrigerator - Missing /Damaged/Inoperable (Kitchen) - L1	- Refrigerator - Door seals are deteriorated
Windows	Bedroom	Unit - Damaged/Missing Screens (Windows) - L1	- Screens

Inspection Summary Report (POA) for Inspection #517820

Item	Location/Comments	Deficiency/Severity	Decisions
			- One or more screens in a unit are punctured, torn or otherwise damaged or missing
Health And Safety Deficiencies			
Emergency/Fire Exits	Bedroom only window bedroom 3 will not stay open	HS - Emergency/Fire Exits Blocked/Unusable (Emergency/Fire Exits) (LT) - L3	- Emergency/Fire Exits (applies only on third or lower floors) - Blocked - Inoperable Window
Windows	Bedroom only window bedroom 3 will not stay open	Unit - Inoperable/Not Lockable (Windows) (NLT) - L3	- Lock/Operability - Window cannot be opened or will not stay open (If the window is designed to do so.) - Window is on 3rd floor or below - There is NOT another operable window in the same floor area. - This condition MAY RESULT in a Health and Safety concern

Building 2 - 4[Sample,Inspected] - Building Exterior

Non-Health And Safety Deficiencies

FHEO - Accessibility to Main Floor Entrance		BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance) - L3	- There IS an obstructed or missing accessible route to or from the main ground floor entrance (accessible route includes level surface to the door, ramps, etc.)
Walls		BE- Missing Pieces/Holes/Spalling (Walls) - L2	- Hole(s) - Greater than 1/2" in diameter, but smaller than a sheet of paper

Building 2 - 4[Sample,Inspected] - Building Systems

None

Inspection Summary Report (POA) for Inspection #517820

Item	Location/Comments	Deficiency/Severity	Decisions
Building 2 - 4[Sample,Inspected] - Common Areas			
None			

Building 3 - 3[Sample,Inspected] - Building Exterior

Non-Health And Safety Deficiencies			
FHEO - Accessibility to Main Floor Entrance		BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance) - L3	- There IS an obstructed or missing accessible route to or from the main ground floor entrance (accessible route includes level surface to the door, ramps, etc.)
Walls		BE- Missing Pieces/Holes/Spalling (Walls) - L2	- Hole(s) - Greater than 1/2" in diameter, but smaller than a sheet of paper
Walls		BE- Missing Pieces/Holes/Spalling (Walls) - L2	- Missing Pieces - A single missing piece (for example, single brick or section of siding)
Walls		BE- Missing Pieces/Holes/Spalling (Walls) - L2	- Hole(s) - Greater than 1/2" in diameter, but smaller than a sheet of paper

Building 3 - 3[Sample,Inspected] - Building Systems

None			
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Building 3 - 3[Sample,Inspected] - Common Areas

None			
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Building 3 - 3[Sample,Inspected] - Unit 252-A

Non-Health And Safety Deficiencies			
Bathroom Items	Bathroom	Unit - Plumbing Leaking Faucet/Pipes (Bathroom) - L1	- Shower or Tub (Unit) - There is a leak - There is a leak or drip, but it is contained by the shower or tub basin
Doors	Bedroom	Unit - Damaged Hardware/Locks (Doors) - L1	- All Other Doors (includes closet or other interior)

Inspection Summary Report (POA) for Inspection #517820

Item	Location/Comments	Deficiency/Severity	Decisions
			<ul style="list-style-type: none"> doors) - Hardware is damaged or missing - Closet door does not function as it should or cannot be locked.
Windows	Bedroom	Unit- Cracked/Broken/ Missing Panes (Windows) - L1	<ul style="list-style-type: none"> - Pane/Glass - Glass cracked
Health And Safety Deficiencies			
Electrical System	Bathroom	Unit - GFI - Inoperable (Electrical System) (NLT) - L3	<ul style="list-style-type: none"> - GFI does not function when self-test button is pressed
Emergency/Fire Exits	Bedroom only window bedroom 2 will not stay open	HS - Emergency/Fire Exits Blocked/Unusable (Emergency/Fire Exits) (LT) - L3	<ul style="list-style-type: none"> - Emergency/Fire Exits (applies only on third or lower floors) - Blocked - Inoperable Window
Windows	Bedroom bedroom 2 only window	Unit - Inoperable/Not Lockable (Windows) (NLT) - L3	<ul style="list-style-type: none"> - Lock/Operability - Window cannot be opened or will not stay open (If the window is designed to do so.) - Window is on 3rd floor or below - There is NOT another operable window in the same floor area. - This condition MAY RESULT in a Health and Safety concern

Building 4 - 2[Sample,Inspected] - Building Exterior

Non-Health And Safety Deficiencies

FHEO - Accessibility to Main Floor Entrance		BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance) - L3	<ul style="list-style-type: none"> - There IS an obstructed or missing accessible route to or from the main ground floor entrance (accessible route includes level surface to the door, ramps, etc.)
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Inspection Summary Report (POA) for Inspection #517820

Item	Location/Comments	Deficiency/Severity	Decisions
Building 4 - 2[Sample,Inspected] - Building Systems			
None			

Building 4 - 2[Sample,Inspected] - Common Areas			
None			

Building 4 - 2[Sample,Inspected] - Unit 235-A			
Non-Health And Safety Deficiencies			
Doors	Bathroom	Unit - Damaged Surface (Holes/Paint/Rust/Glass) (Doors) - L3	<ul style="list-style-type: none"> - Bathroom Door - Surface is damaged - Door has holes - This condition DOES NOT RESULT in a Health and Safety concern.
Doors	Bedroom	Unit - Damaged Hardware/ Locks (Doors) - L2	<ul style="list-style-type: none"> - All Other Doors (includes closet or other interior doors) - Hardware is damaged or missing - Other interior door does not function as it should or cannot be locked.
Doors	Kitchen	Unit - Damaged/Missing Screen/Storm/Security Door (Doors) - L1	<ul style="list-style-type: none"> - Screen Door or Storm Door - Screen or storm door is missing
Kitchen Items	Kitchen	Unit - Refrigerator - Missing /Damaged/Inoperable (Kitchen) - L1	<ul style="list-style-type: none"> - Refrigerator - Door seals are deteriorated

Building 5 - 1[Sample,Inspected] - Building Exterior			
Non-Health And Safety Deficiencies			
FHEO - Accessibility to Main Floor Entrance		BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance) - L3	<ul style="list-style-type: none"> - There IS an obstructed or missing accessible route to or from the main ground floor entrance (accessible route includes level surface to the door, ramps, etc.)
Walls		BE- Cracks/Gaps (Walls) - L2	<ul style="list-style-type: none"> - Cracks or Gaps - Greater than 1/8" wide/deep by 6" long

Inspection Summary Report (POA) for Inspection #517820

Item	Location/Comments	Deficiency/Severity	Decisions
Walls	front	BE- Missing Pieces/Holes/ Spalling (Walls) - L2	<ul style="list-style-type: none"> - Hole(s) - Greater than 1/2" in diameter, but smaller than a sheet of paper

Building 5 - 1[Sample,Inspected] - Building Systems

None

Building 5 - 1[Sample,Inspected] - Common Areas

None

Building 5 - 1[Sample,Inspected] - Unit 219

Non-Health And Safety Deficiencies

Doors	Bedroom	Unit - Damaged Hardware/ Locks (Doors) - L2	<ul style="list-style-type: none"> - All Other Doors (includes closet or other interior doors) - Hardware is damaged or missing - Other interior door does not function as it should or cannot be locked.
Walls	Bedroom	Unit - Damaged (Walls) - L1	<ul style="list-style-type: none"> - Hole(s) - Between one square inch and up to a sheet of paper, but, you cannot see through the hole

Building 6 - A[Sample,Inspected] - Building Exterior

Non-Health And Safety Deficiencies

FHEO - Accessibility to Main Floor Entrance		BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance) - L3	<ul style="list-style-type: none"> - There IS an obstructed or missing accessible route to or from the main ground floor entrance (accessible route includes level surface to the door, ramps, etc.)
Walls		BE- Missing Pieces/Holes/ Spalling (Walls) - L2	<ul style="list-style-type: none"> - Missing Pieces - A single missing piece (for example, single brick or section of siding)
Walls		BE- Missing Pieces/Holes/	<ul style="list-style-type: none"> - Hole(s)

Inspection Summary Report (POA) for Inspection #517820

Item	Location/Comments	Deficiency/Severity	Decisions
		Spalling (Walls) - L2	- Greater than 1/2" in diameter, but smaller than a sheet of paper

Building 6 - A[Sample,Inspected] - Building Systems

None

Building 6 - A[Sample,Inspected] - Common Areas

Non-Health And Safety Deficiencies

FHEO - Accessible Outside Common Areas	Floor 1	CA - Routes Obstructed or Inaccessible to Wheelchair (FHEO - Accessible Outside Common Areas) - L3	- Route to common area obstructed or inaccessible to wheelchairs (for example, less than 36 inches wide, no ramps, no curb cuts), There is another accessible route - NO
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Building 6 - A[Sample,Inspected] - Unit 105

None

Building 6 - A[Sample,Inspected] - Unit 202

Non-Health And Safety Deficiencies

Kitchen Items	Kitchen	Unit - Refrigerator - Missing /Damaged/Inoperable (Kitchen) - L1	- Refrigerator - Door seals are deteriorated
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Building 6 - A[Sample,Inspected] - Unit 209

None

Building 6 - A[Sample,Inspected] - Unit 307

None

Building 7 - B[Sample,Inspected] - Building Exterior

Non-Health And Safety Deficiencies

FHEO - Accessibility to Main Floor Entrance		BE- Obstructed or Missing Accessibility Route (FHEO Accessibility to Main Floor Entrance) - L3	- There IS an obstructed or missing accessible route to or from the main ground floor entrance (accessible route includes level surface to the door, ramps, etc.)
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Inspection Summary Report (POA) for Inspection #517820

Item	Location/Comments	Deficiency/Severity	Decisions
Walls	rear	BE- Missing Pieces/Holes/ Spalling (Walls) - L2	- Hole(s) - Greater than 1/2" in diameter, but smaller than a sheet of paper

Building 7 - B[Sample,Inspected] - Building Systems

None

Building 7 - B[Sample,Inspected] - Common Areas

Non-Health And Safety Deficiencies

FHEO - Accessible Outside Common Areas	Floor 1	CA - Routes Obstructed or Inaccessible to Wheelchair (FHEO - Accessible Outside Common Areas) - L3	- Route to common area obstructed or inaccessible to wheelchairs (for example, less than 36 inches wide, no ramps, no curb cuts), There is another accessible route - NO
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Building 7 - B[Sample,Inspected] - Unit 03

None

Building 7 - B[Sample,Inspected] - Unit 105

Non-Health And Safety Deficiencies

Ceiling	Bathroom	Unit - Peeling/Needs Paint (Ceiling) - L1	- Peeling Paint or Needs Paint - Greater than 1 and less than 4 square feet
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Building 7 - B[Sample,Inspected] - Unit 112

Non-Health And Safety Deficiencies

Kitchen Items	Kitchen	Unit - Refrigerator - Missing /Damaged/Inoperable (Kitchen) - L1	- Refrigerator - Door seals are deteriorated
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Building 7 - B[Sample,Inspected] - Unit 207

Non-Health And Safety Deficiencies

Kitchen Items	Kitchen	Unit - Refrigerator - Missing /Damaged/Inoperable (Kitchen) - L1	- Refrigerator - Door seals are deteriorated
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Inspection Summary Report (POA) for Inspection #517820

Item	Location/Comments	Deficiency/Severity	Decisions
Building 7 - B[Sample,Inspected] - Unit 303			
None			

Building 8 - C[Sample,Inspected] - Building Exterior			
Non-Health And Safety Deficiencies			
Roofs	rear	BE- Missing/Damaged Components from Downspout/Gutter (Roofs) - L2	<ul style="list-style-type: none"> - Missing/Damaged Components from Downspout/Gutter - You see that components of the drainage system including gutters, leaders, downspouts and drain openings are missing or damaged but there is NO visible damage to surrounding surfaces

Building 8 - C[Sample,Inspected] - Building Systems			
None			

Building 8 - C[Sample,Inspected] - Common Areas			
None			

Building 8 - C[Sample,Inspected] - Unit 02			
Non-Health And Safety Deficiencies			
Bathroom Items	Bathroom	Unit - Plumbing - Clogged Drains (Bathroom) - L1	<ul style="list-style-type: none"> - Bathroom Sink - There is a problem with the drainage - The basin will drain, but it is slow
Windows	Living Area	Unit - Damaged/Missing Screens (Windows) - L1	<ul style="list-style-type: none"> - Screens - One or more screens in a unit are punctured, torn or otherwise damaged or missing

Building 8 - C[Sample,Inspected] - Unit 106			
Non-Health And Safety Deficiencies			
Doors	Hallway	Unit - Missing Door (Doors) - L1	- All Other Doors (includes closet or other interior

Inspection Summary Report (POA) for Inspection #517820

Item	Location/Comments	Deficiency/Severity	Decisions
			doors) - Door is missing - One door is missing
Windows	Bedroom	Unit - Damaged/Missing Screens (Windows) - L1	- Screens - One or more screens in a unit are punctured, torn or otherwise damaged or missing

Building 8 - C[Sample,Inspected] - Unit 206

None

Building 8 - C[Sample,Inspected] - Unit 306

Non-Health And Safety Deficiencies

Windows	Living Area	Unit- Missing/Deteriorated Caulking/Seals/Glazing Compound (Windows) - L3	- Caulking, Seals, or Glazing Compound (includes thermopane or insulated windows) - Deteriorated or missing - Window is damaged and not weather-resistant OR there is damage to the surrounding structure OR there is condensation or discoloration between the glass panes of a Thermopane
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Health And Safety Deficiencies

Windows	Bedroom only window in bedroom 1 wont stay open. on 4th floor over ground level	Unit - Inoperable/Not Lockable (Windows) (NLT) - L3	- Lock/Operability - Window cannot be opened or will not stay open (If the window is designed to do so.) - Window is on 4th floor or above - There is NOT another operable window in the same floor area.
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Building 8 - C[Sample,Inspected] - Unit 404

None

Inspection Summary Report (POA) for Inspection #517820

Item	Location/Comments	Deficiency/Severity	Decisions
Building 8 - C[Sample,Inspected] - Unit 411			
Non-Health And Safety Deficiencies			
Kitchen Items	Kitchen	Unit - Refrigerator - Missing /Damaged/Inoperable (Kitchen) - L1	- Refrigerator - Door seals are deteriorated

Building 8 - C[Sample,Inspected] - Unit 504			
Non-Health And Safety Deficiencies			
Kitchen Items	Kitchen	Unit - Refrigerator - Missing /Damaged/Inoperable (Kitchen) - L1	- Refrigerator - Door seals are deteriorated

Building 8 - C[Sample,Inspected] - Unit 511			
None			

Building 8 - C[Sample,Inspected] - Unit 604			
Non-Health And Safety Deficiencies			
Kitchen Items	Kitchen	Unit - Refrigerator - Missing /Damaged/Inoperable (Kitchen) - L1	- Refrigerator - Door seals are deteriorated

Building 8 - C[Sample,Inspected] - Unit 612			
Non-Health And Safety Deficiencies			
Windows	Bedroom	Unit - Damaged/Missing Screens (Windows) - L1	- Screens - One or more screens in a unit are punctured, torn or otherwise damaged or missing
Windows	Living Area	Unit - Damaged/Missing Screens (Windows) - L1	- Screens - One or more screens in a unit are punctured, torn or otherwise damaged or missing

Notice: Modifications to the Inspection Summary Report

With the rollout of the new Uniform Physical Condition Standards (UPCS) inspection software (version 4.0), PIH-REAC now has the capability to collect more detailed information about observations made during the inspection of properties. Therefore, the report has been modified to provide this detailed information, and also to make the results of the inspection more clear. The following explains the major changes to the report.

Changes to Score Summary - The section of the report, which summarizes the score, has been modified to better explain how the final score was derived for the property, and the source of lost points. Additionally, score information from the two most recent inspections of the property is provided to allow comparison to this inspection's score.

Addition of scored and non-scored deficiency reports - The section of the report that displays observed deficiencies has been divided into two sections: the Score Report and the Deficiency Report. Non-scored deficiencies refer to multiple deficiencies of the same type observed with the same sub-area, they are reported for informational purposes only and are not scored. Only one deficiency of the same type for the same sub-area is counted for scoring purposes.

Score Report - a detailed account of only the scored deficiencies by sub-area.

Deficiency Report - A detailed account of all deficiencies, both scored and non-scored, by sub-area. In addition, standardized locations and more descriptive information for each deficiency are provided.

To read more about the above, and for additional assistance in understanding the report, you may access the Inspection Summary Report Guide (version 4.0) at <http://www.hud.gov/offices/reac/products/pass/inspectionrpt40.cfm>

PHYSICAL INSPECTION SUMMARY REPORT

The Inspection Summary Report is designed to achieve two objectives:

1. Provide the Public Housing Agency or owner and/or owner agent (POA) with the background information, *i.e. addresses, phone numbers, building names, etc.*, collected during the property inspection.
2. Provide the POA the results of the REAC physical inspection of a specific property.

The items below describe the information provided in the Inspection Summary Report.

Inspection Number : The inspection number is unique for each property inspection conducted by REAC. Each time a property is inspected by REAC, a new inspection number is used. These unique numbers may be used to communicate with REAC on any matter concerning a particular inspection.

Property Information : Information related to a property is provided:

- Property identification number (in parentheses) - a unique number in HUD databases
- Property name
- Status as scattered site (Yes/No)
- Relevant addresses, phone numbers, fax numbers, and e-mail addresses for the property

Each of these should be checked carefully for accuracy. *All discrepancies should be reported to the REAC Physical Inspection Operations Center at 1-877-406-9220.*

Building Unit Count : The total number of buildings and units on the property are given, along with the number of buildings and units actually inspected by REAC

Scores : An overall numerical score is given as a value from zero to 100. Separate numerical scores are also given for each of five areas:

- site
- building exterior
- building systems
- common areas
- units

The five area scores range from zero to the maximum number of points possible for each area. The possible points for a given area are determined for a specific property based on the inspectable items actually present in each area. The sum of the area points identifies what the overall score would be if there were no health & safety (H&S) deficiencies. The overall numerical score is then calculated by subtracting the sum of deductions for H&S deficiencies from the sum of the individual "area points".

Examples of overall scores are: 95c; 67b*; 84a*; 100b; 78a; and 43c*. The asterisk(*) indicates that H&S deficiencies were found with respect to smoke detectors. The lower-case letter indicates whether or not other kinds of H&S deficiencies were observed, as follows:

- The letter "a" is given if no health and safety deficiencies were observed other than for smoke detectors.
- The lower-case letter "b" is given if one or more non-life threatening H&S deficiencies, but no exigent/fire safety

H&S deficiencies were observed other than for smoke detectors.

- The lower-case letter "c" is given if one or more exigent/ fire safety (calling for immediate attention or remedy) H&S deficiencies were observed.

Although all H&S deficiencies, except for smoke detector problems and "other" hazards, affect the scores with appropriate deductions, the letter grades are added to highlight the serious nature of H&S deficiencies, all of which need to be addressed by the POA.

Health and Safety Counts: In addition to the counts of actual H&S deficiencies observed in the inspected buildings and units, the *estimated* number of H&S deficiencies that would have been found had all buildings and units been inspected is also given. This projected count gives a sense of the total H&S problem for the inspected property. The projection is calculated by dividing the counts actually observed in buildings or units by the proportion of buildings or units inspected. The percent of buildings and units inspected is additionally given to show the basis for the calculations.

Systemic Deficiencies: Defects observed in at least one third ($1/3^{\text{rd}}$) of the inspected units or buildings are listed by whether or not they are repairs generally requiring large cash outlays ("Capital" items) or generally requiring smaller cash outlays ("Ordinary" items).

Participants & Buildings/Units: Information provided includes:

- relevant addresses, phone numbers, fax numbers, and e-mail addresses for participants

- name, year built, number of units and address for each building on the property. Note: All buildings on the property should be listed.

As before, each of these should be checked carefully for accuracy and any discrepancies should be reported to the REAC Technical Assistance Center (TAC) at 1-888-245-4860.

Inspectable Items: This portion of the report details all deficiencies found in the inspection. The main headings in the first column refer to the inspectable area -- site, building exterior, building systems, common area, unit or health & safety where the deficiency was observed. The entries are "inspectable items" within which the deficiencies were found. Some items may not be present for a given property. In such cases, appropriate adjustments are made in the points of each area. Items present, but with no deficiencies found, are not listed. Inspectable items are:

Site: fencing & gates, grounds, mail boxes/project signs market appeal, parking lots/driveways/roads, play areas and equipment, refuse disposal, retaining walls, storm drainage and walkways/stairs.

Building Exterior: doors, fire escapes, foundations, lighting, roofs, walls and windows.

Building Systems: domestic water, electrical system, elevators, emergency power, exhaust system, fire protection, heating/ ventilation/ air-conditioning and sanitary system.

Common Areas: basement/garage/carport, closet/utility/mechanical, community room, day care, halls/corridors/stairs, kitchen, laundry room, lobby, office, other community spaces, patio/porch/balcony, pools

and related structures, rest rooms/pool structures, storage and trash collection areas.

Unit: bathroom, call-for-aid, ceiling, doors, electrical system, floors, heating/ventilation/air-conditioning, hot water heater, kitchen, laundry area (room), lighting, outlets/switches, patio/porch/balcony, smoke detectors, stairs, walls and windows.

Health & Safety: air quality, electrical hazards, elevator, emergency/ fire exits, flammable materials, garbage and debris, hazards, infestation.

Column labeled NO/OD:

NO: The inspection protocol requires the inspector to check for the existence of certificates for certain items such as lead-based paint, elevators, etc. If the inspector verifies all the required certificates, the report will not include any certificate information. If a certificate is not present, the first inspectable item listed will be "certificates" and the designation "NO" will be listed for each unavailable certificate.

OD: If the inspector records a deficiency, then an OD in this column refers to the "observed deficiency" for the given item.

Column labeled Observation: The column lists each specific deficiency observed within a given inspectable item. Each deficiency has a definition, which specifies what must be observed for that deficiency to be recorded. Also noted in this column are observations about Health & Safety items. These are:

- (LT) - Exigent/Fire Safety (calling for immediate attention or remedy)
- (NLT) - Non-Life Threatening
- (SD) - Smoke Detector

Definitions for all deficiencies are given in the physical inspection section at REAC's web site on the Internet (www.hud.gov/react/). Click on "Products" then "Physical Inspection" and then "Physical Inspection Definitions"

Column labeled Severity: Deficiencies differ by "severity". The definitions specify what must be recorded for a given deficiency under one of three possible severity levels - level 1, level 2 and level 3. The severity level is given on the report to indicate which part of the definition actually applies for the specific deficiency observed. Severity levels are defined within a given deficiency and do not necessarily indicate which deficiencies are the worst. For more serious deficiencies, a level 2 severity may be more of a problem and may reduce the overall score more than less serious deficiencies with a severity of level 3.

Location/Comments: Comments are required for all severity level 3 deficiencies.

Column labeled Ded.: This column gives the points deducted from the overall property score for the observed deficiencies. In the shaded heading the possible points are given for that area and building or unit. Although the listed points deducted may sum to more than the possible points, the total deducted from the overall property score for that area and building or unit does not exceed its possible points. The listing of points deducted is rounded to the nearest tenth of a point, so "<0.05" is listed when the points deducted is a very small fraction, but greater than zero. Where there is a blank or zero, such as for lack of a certificate or observed smoke detector problems, it means no points are deducted from the property score.

**PROJECT OWNER'S CERTIFICATION THAT ALL EXIGENT
HEALTH AND SAFETY ITEMS HAVE BEEN CORRECTED**
SEND OR FAX SIGNED COPY TO LOCAL MF OFFICE

[Name of Project Owner:] _____ (the "Project Owner"), the owner of [Project Name:] _____, [City:] _____, [State:] _____ [Project Number:] _____ (the "Project") by and through its duly authorized representative identified below, hereby certifies that:

1. All Exigent Health and Safety ("EH&S") items at the Project have been corrected. Such EH&S items include those identified in the Notification of Exigent and Fire Safety Hazards Observed, dated _____.

2. The attached Report accurately identifies the repairs that have been made to correct the EH&S items, the location of those repairs, and the date or dates the repairs were made. If repairs were not made, the dangerous condition was eliminated.

This certification is made by the Project Owner and is signed by a duly authorized representative of the Project Owner, who is so authorized by reason of his/her position as the [State Fully Relationship Between Signer of Certification and Project Owner:] _____

_____.

All of the foregoing statements, as well as the date, signature and identifying information of the signer and the Project Owner that follows, are HEREBY CERTIFIED as true and accurate this _____ day of _____, 20____.

Project Owner: _____

By: Signature: _____

Print Name: _____

Title: _____