**HQS Pre-inspection Checklist**

Listed below are the most common violations of the “Housing Quality Standards.” Please look your unit over carefully before the inspector arrives. Remember, any of the following violations will merit a “fail” rating for the unit and the Housing Authority will not be able to enter into a HAP contract with the landlord until violations are corrected.

This list is only the “most frequent” violations our inspectors have encountered and summarized. This list is in no way a complete list of potential HUD violations according to the regulations.

* Working (as designed) smoke alarms within 10 ft. of every bedroom.
* Working (as designed) smoke alarms on every level of common areas, including basements and attics.
* Working (as designed) carbon monoxide detectors located as determined per building by the local fire department.
* Broken and/or cracked windows.
* No locks on windows regardless of floor.
* Windows and doors must be weather tight.
* All operable windows must have mechanism to secure them in place when opened.
* Flooring and walls must be strong and sturdy
* Deteriorated steps.
* Any potential tripping hazard.
* No handrails on stairs with 4 or more steps (interior and exterior).
* No railing or protective barriers on porches/landings more than 30” from ground level.
* Hazardous electrical situations; ungrounded plug receptacles, cracked/missing cover plates, loose “J” boxes, bare wires, unsecured wires, spliced wires, loose light fixtures.
* Plumbing leaks.
* Wet areas of ceilings, walls, and floors.
* Non-functioning stove (oven and burners).
* Exterior door locks that are not secure – loose or missing striker plates, split door jambs or inadequate locks.
* Large holes in walls or ceilings
* Flaking or peeling paint (interior/exterior) in units with children age 6 and under
* Units must be free of roaches, rodents, or any other type of infestation.
* Holes in foundation or gaps under exterior doors that could lead to pest infiltration.
* Bathrooms must have either an operating vent fan or an operable window.
* Unit must be vacant at time of inspection unless family is renting in place.
* Unit must be clean; floors, carpets, bathroom, stove, refrigerator, etc.