

NORTHEAST OREGON HOUSING AUTHORITY

HOUSING QUALITY STANDARDS (HQS)

INSPECTION CHECKLIST

- PLEASE MAKE SURE THE UNIT IS IN PASSING CONDITION AT THE TIME OF INSPECTION.
- ANY FAIL ITEMS AT INSPECTION WILL DELAY THE PAPERWORK AND RENT PAYMENTS.
- RENTAL ASSISTANCE CANNOT BEGIN UNTIL UNIT PASSES INSPECTION.

BEDROOM DEFINITION *A BEDROOM MUST HAVE:*

- *A WINDOW THAT OPENS*
- *2 ELECTRICAL WALL OUTLETS OR*
- *1 WALL OUTLET & A PERMANENTLY INSTALLED CEILING OR WALL LIGHT FIXTURE*

Common fail items

Solutions

ABSENCE OF SMOKE DETECTORS

- INSTALL SMOKE DETECTORS OUTSIDE ALL BEDROOMS AND
- ON EACH LEVEL OF HOUSE INCLUDING BASEMENT

PEELING PAINT (INTERIOR & EXTERIOR)

- RE-PAINT WHEN POSSIBLE-
- **BEFORE INSPECTION TIME --**
- BE SURE THERE IS NO PEELING PAINT IN OR ON THE UNIT, GARAGE, FENCE, SHED OR IN ANY COMMON AREA. .
- IF PEELING PAINT EXISTS ANYWHERE ON THE PROPERTY, HUD WILL REQUIRE THE UNIT TO BE TESTED FOR LEAD BASED PAINT.
- IF THERE IS LEAD IN YOUR PAINT, NEOHA WILL BE REQUIRED TO HOLD THE LANDLORD CHECK.

BROKEN OR MISSING WINDOW & DOOR LOCKS

- REPLACE

CRACKED OR BROKEN WINDOWS

- TAPE WITH **CLEAR TAPE**, IF SMALL CRACK
- REPLACE WINDOW IF GLASS IS SEPARATED OR BROKEN OUT

ABSENCE OF WORKING EXHAUST FAN OR WINDOW THAT OPENS IN BATHROOM

- INSTALL EXHAUST FAN OR
- INSTALL A VENT WHICH GOES TO OUTSIDE WALL, CRAWLSPACE OR ATTIC
- INSTALL A WINDOW THAT OPENS

PAINTED SHUT WINDOWS

- REMOVE PAINT IF WINDOW IS DESIGNED TO BE OPENED

NO HANDRAIL ON STEPS, WITH 3 OR MORE STEPS - INTERIOR & EXTERIOR

- INSTALL HANDRAIL.
- IF STEPS ARE MORE THAN 30" HIGH , HANDRAILS ARE REQUIRED ON BOTH SIDES

NO RAILING ON PORCHES & DECKS OVER 30" IN HEIGHT

- INSTALL RAILING WITH SLATS NO MORE THAN 5" APART

ABSENCE OF SAFETY RELIEF VALVE & DISCHARGE LINE ON WATER HEATER

- INSTALL SAFETY RELIEF VALVE &
- DISCHARGE LINE MADE OF COPPER OR GALVANIZED METAL, NO MORE THAN 6" OFF FLOOR.

Common fail items

Solutions

| Common fail items | Solutions |
|--|--|
| INOPERATIVE OR LEAKY PLUMBING | ➤ REPAIR OR REPLACE |
| CRACKED, BROKEN OR MISSING COVER PLATES ON WALL SWITCHES & OUTLETS | ➤ REPLACE COVER PLATES |
| INOPERABLE BURNERS OR OVEN ELEMENTS | ➤ REPAIR OR REPLACE |
| ALUMINUM FOIL UNDER BURNERS OR UNDER OVEN ELEMENT | ➤ FIRE HAZARD - REMOVE FOIL |
| STORAGE OF FLAMMABLE ITEMS ON COOKSTOVE TOP | ➤ FIRE HAZARD - REMOVE FLAMMABLE ITEMS FROM STOVE TOP |
| MISSING KNOBS ON HEATERS, COOKSTOVE OR LIGHTS | ➤ REPLACE KNOBS |
| EXPOSED WIRES, LIGHT FIXTURES HANGING BY ELECTRICAL CORD | ➤ REPLACE WIRING - ➤ EXPOSED WIRES MUST BE IN A COVERED JUNCTION BOX |
| GARBAGE & DEBRIS STORED IN OR OUTSIDE OF UNIT | ➤ HAUL GARBAGE TO THE DUMP OR ➤ HAVE IT PICKED UP & HAULED OFF |
| EXCESSIVE CLUTTER (PILES OF CLOTHES, STORAGE BOXES, OR ITEMS STORED IN FRONT OF OR ON TOP OF HEATERS OR WATER HEATER OR COOK STOVE AND ANYTHING WHICH MAY BLOCK AN EXIT OR WINDOW) | ➤ CLEAN UP - REMOVE ALL ITEMS STORED IN AND AROUND HEATER, WATER HEATER, COOK STOVE ➤ REMOVE ANY CLUTTER ON FLOORS OR IN FRONT OF BEDROOM ➤ REMOVE ANY FURNITURE, BOXES ETC WHICH MAY BLOCK WINDOWS OR EXITS |
| OUTSIDE GARBAGE CAN WITHOUT A LID | ➤ REPLACE LID |
| NO TIE DOWNS ON MOBILE HOMES | ➤ INSTALL 4 APPROVED MOBILE HOME TIE - DOWN DEVICES |
| PLUG INS: OPEN GROUND, HOT NEGATIVE REVERSE, OPEN NEUTRAL, OPEN HOT, HOT GROUND REVERSE | ➤ INSTALL GFI OR CORRECT WIRING |
| REFRIGERATOR DOOR SEALS: CRACKED OR BROKEN | ➤ REPLACE SEAL |