

Overview

This Unit covers the competence required to conduct Home Inspections and, as such, is closely related to the structure and content of the Home Condition Report. The aim of the inspection is to provide an impartial report that can be used and relied upon by a prospective buyer, mortgage lender and by a seller. The report will detail the construction and condition of the property on the date inspected, defects which are considered to be significant or in need of urgent attention and defects which require further investigation to prevent damage to the fabric of the building or which are a threat to personal safety.

Element 4.1 covers the extensive competence required to inspect property. It covers the inspection of all parts of the property that fall within the remit of the Home Condition Report. You are expected to conduct a thorough visual inspection of the property, taking measurements and notes as appropriate, and examine potential causes and effects of failure and deterioration. Although the testing of services is not a requirement of Home Inspections, you are expected to report on your visual inspection where it is safe to do so. You must draw on your knowledge and experience of property structure, construction and materials performance and understand the detailed requirements of the Home Condition Report.

Element 4.2 requires that you make complete and accurate records of your inspection findings. You must record information using appropriate methods (e.g. written, photographic) and ensure that records are legible and complete.

Element 4.3 covers the evaluation and analysis of inspection information in order to determine condition ratings for relevant parts of the property. Again, the Home Condition Report defines those aspects of the property for which condition ratings are required. You must draw on the information available and your expertise to make impartial judgements about the condition of the property.

Element 4.4 covers the identification and recording of information necessary to assess the energy efficiency of property. You must gather information relating to, for example, thermal insulation, heating systems and ventilation. If your organisation is licensed to process this information in- organisation is not licensed to process this information, you must pass it on to a government authorised ratings company.

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Undertake Home Inspections

Performance criteria

You must be able to:

Inspect property for condition

- P1 ensure that you have the equipment and resources needed for the inspection
- P2 use equipment correctly and interpret data accurately
- P3 identify yourself to those present at the property before commencing the inspection
- P4 identify and record the method of construction of the property and the main materials used
- P5 identify **circumstances** when at the property that prevent you continuing with the inspection and explain the reasons to the sellers or their representatives
- P6 undertake a methodical visual **inspection** of all relevant aspects of the property
- P7 make accurate observations and **measurements** which are necessary for the inspection
- P8 obtain all additional information that is needed about the property and its use
- P9 make further investigations where observations are inconsistent with existing evidence and expected findings
- P10 analyse the likely causes of failure and deterioration for the assessment of condition ratings

Make complete and comprehensive records of findings

You must be able to:

- P11 make complete and comprehensive site notes
- P12 record your findings accurately
- P13 store your records securely
- P14 catalogue your records methodically
- P15 ensure that records can be accessed readily for future use

Determine condition ratings

You must be able to:

- P16 draw on all relevant data and your expertise to make judgements about the current condition of the property
- P17 evaluate the **information and evidence** obtained to determine a condition rating for each relevant aspect of the **property**
- P18 assess how the condition of the property may change in the foreseeable future in determining individual condition ratings
- P19 justify your decisions and recommendations based on the information and evidence available to you

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Collate information for the assessment of energy efficiency

You must be able to:

- P20 collate **information** for assessment of the energy efficiency of the **property**
- P21 keep your notes and records legible, complete and accurate
- P22 follow the correct procedures for collecting information to enable the energy efficiency of the property to be determined
- P23 provide practical advice based on the ratings and recommendations provided by the energy efficiency report

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Knowledge and understanding

You need to know and understand:

Inspect property for condition

- K1 the principles of building structure, elements and fabric
- K2 what equipment and resources are needed for the inspection
- K3 the detailed inspection requirements that apply to the property as defined by the Home Condition Report
- K4 how to recognise the various types of building construction and materials
- K5 how to conduct the inspection in a thorough, methodical and consistent manner
- K6 how to make accurate observations and take accurate measurements
- K7 how to make further investigations where observations are inconsistent with existing evidence and expected findings, and how to identify the causes of these inconsistencies
- K8 how to distinguish between the structural and non- structural elements of a building, and determine the performance of the structural elements against the property as originally built and as affected by external influences
- K9 the performance and durability of materials over time
- K10 the functioning of services (electricity, gas, water, heating, drainage)
- K11 the possible effects of influences on the condition of the property and the health and safety of occupants
- K12 the requirements and application of building regulations and other technical standards
- K13 the range of likely causes and effects of failure or deterioration relating to the property
- K14 how defects in buildings are manifested
- K15 methods of repair and how to recognise them
- K16 how to determine the likely extent and urgency of repairs required

Make complete and comprehensive records of findings

You need to know and understand:

- K17 the range of methods, formats and conventions for recording information and evidence on the property and its condition
- K18 the required range of information and evidence relating to the property and its condition as defined by the Home Condition Report
- K19 the level of detail within your site notes and records required to produce a complete and comprehensive Home Condition Report
- K20 the importance of making and maintaining notes and records that are legible and complete
- K21 the importance for storing records securely to allow for future access
- K22 the purposes for which your notes and records may be used

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Determine condition ratings

You need to know and understand:

- K23 the detailed inspection requirements that apply to the property as defined by the Home Condition Report
- K24 the range of likely causes and effects of failure or deterioration relating to the property
- K25 how defects in buildings are manifested
- K26 methods of repair and how to recognise them
- K27 how to determine the likely extent and urgency of repairs required
- K28 the definitions of the three condition ratings that could apply to aspects of the property and how to determine the rating that applies in each case
- K29 those parts of the property that are exempt from condition ratings
- K30 how to evaluate all available information and evidence to determine condition ratings for each relevant aspect of the property
- K31 the importance of being able to justify your decisions based on the information and evidence available to you

Collate information for the assessment of energy efficiency

You need to know and understand:

- K32 the purpose behind government approved procedures for assessing the energy efficiency of a property
- K33 the factors which are relevant to the determination of the energy efficiency rating of a property
- K34 the assumptions that are made in determining energy efficiency ratings
- K35 the factors that are not deemed to affect energy efficiency ratings
- K36 how to collate information required to assess the energy efficiency of a property
- K37 the importance of keeping your records legible, complete and accurate
- K38 the range of government authorised energy rating organisations
- K39 procedures for processing information relating to the energy efficiency of the property
- K40 how the energy efficiency ratings are affected by changes in the physical properties of the fabric of the building
- K41 how to evaluate the ratings and recommendations to provide practical advice

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Additional Information

Scope/range related to performance criteria

Inspect property for condition

1. **inspect** a broad range of properties that vary in terms of:
 - 1.1. age
 - 1.2. type
 - 1.3. construction
 - 1.4. size
2. identify **circumstances** which may prevent you continuing with your inspection of the property, which may include:
 - 2.1. the discovery of unexpected or hazardous conditions or materials
 - 2.2. other potential threats to health and safety
3. make accurate observations and **measurements**, required for:
 - 3.1. the calculation of reinstatement costs for insurance purposes
 - 3.2. calculating the floor area for the Home Condition Report
 - 3.3. providing data for the calculation of energy efficiency

Determine condition ratings

4. record **information and evidence** on the following:
 - 4.1. general information about the property
 - 4.2. environmental matters and safety issues
 - 4.3. special risks associated with the property
 - 4.4. condition
 - 4.5. services
 - 4.6. likely causes and effects of defects or deterioration
5. determine condition ratings for a broad range of **properties** that vary in terms of:
 - 5.1. age
 - 5.2. type
 - 5.3. construction
 - 5.4. size

Collate information for the assessment of energy efficiency

6. identify and gather the following **information** necessary for calculating the energy efficiency of the property:
 - 6.1. levels of thermal insulation
 - 6.2. types and efficiency of the heating system

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- 6.3. ventilation
- 7. collate information for a broad range of **properties** that vary in terms of:
 - 7.1. age
 - 7.2. type
 - 7.3. construction
 - 7.4. size

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Suite Home Inspectors

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