

Surveyor Name

Surveyor Number

/ / /
 Year Local Authority Sample Check Digit

A. CONTACT INFORMATION

1. Contact Record Make at least 4 attempts to obtain a full survey including a weekday (morning, afternoon and evening) and a weekend

Call No.	Day(1-7)	Time (1-4)	Date (dd/mm)	Day 1 = Monday 2 = Tuesday 3 = Wednesday 4 = Thursday 5 = Friday 6 = Saturday 7 = Sunday Time 1 = Morning 2 = Early Afternoon 3 = Late Afternoon 4 = Evening	Surveyors Comments
1			/		
2			/		
3			/		
4			/		
5			/		
6			/		

2. Total number of calls

3. Final Outcome

other, (please specify in notes)	4	contact & refusal	3	no contact	2	contact	1
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4. Recontact by another surveyor?

no, (exceptional circumstances only)	2	yes	1
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5. Photographic Record

full	4	dwelling description	1	none/ADD	0
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B. TYPE OF SURVEY

1. Extent of survey completed

ADD page 1 only	3	dwelling description sections A,B,C,D&E	2	full survey all relevant sections	1
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2. Is the dwelling occupied?

no, requires repair	3	no, suitable for immediate use	2	Yes	1
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C. BASE DATA

1. Type of house

not a house	8	enclosed mid	7	corner/enclosed end	6	detached	5	semi-detached	4	end terrace	3	terrace with passage	2	mid terrace	1
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2. Type of flat

not a flat	8	flat from converted house	4	tower/slab	3	4-in-block type	2	tenement	1
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3. Quality assessment of dwelling

of superior quality	3	better than basic	2	basic	1
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4. Estimated year of construction

5. Date of construction of dwelling (banded)

post 2002	6	1983-2002	5	1965-1982	4	1945-1964	3	1919-1944	2	pre 1919	1
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Essential Facts

Porch	Attached to and project from the house. Single storey. Enclosed weather protection to an entrance. Door between porch and house. Contain no room or WC.
Conservatory	3/4 roof area and 1/2 external wall area glazed or translucent. Attached to dwelling. Provide enclosed weather protection. Accessible from inside the house. Need not have door into house. If all of the above then must be 8m ² otherwise = porch. If separated by door and unheated, do not include in floor dimensions. If heated, or not separated, include in floor dimensions.
Habitable room	Floor area 4.65m ² Ceiling height 2m over at least half of this.
Basement	A basement is a storey which has it's lowest floor at least 1m below ground level. If retaining walls then basement if retaining walls are within 3m of edge of floor.

Base Data

C4/C5	Date of original construction - no matter how small.
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Barrier Free

D2-D5	Same entrance assessed for D2, D3 & D4. D5 entrance is not necessarily the same
D2-D5	Wheelchair access to entrance door of dwelling or common block is... To be suitable: Gates/Gaps min 850 wide, Surface Access material min 900 wide and of hard standing material.
D3	Pathways from road and/or car spaces up to but not including the entrance door to the dwelling or common block are... Max ramp gradient 1:12, min 1000mm wide with 1000mm platform at entrance level. If ramp longer than 10m and steeper than 1:15 an interim
D5	Is door bell/entry system to dwelling or common block accessible for wheelchair users? Assess changes in level, gates/gaps, paths, path gradients, level standing at entrance, accessibility of bells/knockers/entry systems.

Solar Panels and Photo Voltaics

D8-D9	Is Dwelling suitable for Solar Panels or Photo Voltaics? Dwelling needs a suitable roof area larger than 8m ² . Flat roofs have no orientation requirements If the degree reading is between 150° and 210° the dwelling is suitable for solar panels. If the degree reading is between 135° and 225° the dwelling is suitable for photo voltaics. Both sloping & flat roof areas should not be over shaded. All must be satisfied
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E1	ALL FLATS ARE CODE 1 ALL HOUSES ARE CODE 2
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D. DWELLING DESCRIPTION

1. Entry level of dwelling	unob. 9	basement 7	six-plus 6	fifth 5	fourth 4	third 3	second 2	first 1	ground 0	<input type="checkbox"/>
2. Wheelchair access to entrance door of dwelling or common block is...	unob. 9	n/a 8	loose / unsuit surface 3	suitable width hard stand 2	inad. width hard stand 1	<input type="checkbox"/>				
3. Pathways from road and/or car spaces up to but not including the entrance door to the dwelling or common block are...	unob. 9	n/a 8	step free 3	potentially step free 2	step free not poss. 1	<input type="checkbox"/>				
4. Number of access steps within the curtilage to the entrance door	unob. 9	over 10 steps 4	6-10 steps 3	3-5 steps 2	1-2 steps 1	no steps 0	<input type="checkbox"/>			
5. Is door bell/entry system to dwelling or common block accessible for wheelchair users?	unob. 9	n/a 8	yes 2	no 1	<input type="checkbox"/>					
6. Presence of porch/conservatory	unob. 9	n/a 8	porch and conservatory 4	conservatory only 3	porch only 2	none 1	<input type="checkbox"/>			
7. Is dwelling suitable for solar panels or photo voltaics?	unob 9	both already installed 6	pv already installed 5	sp already installed 4	yes, solar panels 3	yes, photo voltaics 2	no 1	<input type="checkbox"/>		
8. If photo voltaics are installed, % of roof area	unob. 99	n/a 88	specify	<input type="checkbox"/>						
9. If solar panels are installed, % of roof area	unob. 99	n/a 88	specify	<input type="checkbox"/>						
10. Parking provision	no parking provision 7	inadequate street 6	adequate street 5	space/garage elsewhere 4	space on plot 3	garage on plot 2	integral/attached garage 1	<input type="checkbox"/>		
11. Underground drainage	unob. 9	no drainage 4	other 3	septic tank, cesspool 2	public connection 1	<input type="checkbox"/>				

E. CHARACTERISTICS OF COMMON BLOCK (Flats)

1. Is the dwelling part of a common block?	no - ignore section E 2	yes - complete section E 1	<input type="checkbox"/>						
2. Type of common block (or converted building)	enclosed mid 6	corner enclosed end 5	detached 4	semi-detached 3	end terrace 2	mid terrace 1	<input type="checkbox"/>		
3. Does the common block contain a non-residential use?	unob. 9	yes 2	no 1	<input type="checkbox"/>					
4. Is flat located directly above shops, offices or other commercial premises?	not a flat 8	yes 2	no 1	<input type="checkbox"/>					
5. Flat only, floor exposure	not a flat 8	non heat loss floor 4	part exposed 3	exposed (above grd) 2	ground floor 1	<input type="checkbox"/>			
6. Flat only, roof exposure	not a flat 8	non heat loss roof 4	part exposed 3	flat roof 2	pitched roof 1	<input type="checkbox"/>			
7. Flat only, wall exposure	not a flat 8	4 walls exposed 7	3-4 walls exposed 6	3 walls exposed 5	2-3 walls exposed 4	2 walls exposed 3	1-2 walls exposed 2	1 wall exposed 1	<input type="checkbox"/>
8. Is any dwelling wall adjacent to corridor/close?	unob. 9	n/a, no corridor/close 8	heated corridor/close 2	unheated corridor/close 1	<input type="checkbox"/>				
9. Length of dwelling wall adjacent to corridor/close (to nearest metre)	unob. 999	n/a 888	specify	<input type="checkbox"/>					
10. Number of actual dwellings in the common block	unob. 999	specify	<input type="checkbox"/>						
11. Estimate equivalent number of dwellings in the common block (floor area basis)	unob. 999	specify	<input type="checkbox"/>						
12. Number of storeys in the common block	unob. 99	specify	<input type="checkbox"/>						

Repairs

G7	Doors and Frames	Door leaf 30% Frame 50% Ironmongery 20%
G8	Fireplaces and Flues	Fireplaces 20% Hearth 30% Fireback up to throat 40% Surround 20%
I3	Staircase(s)	Risings & goings 50% Stringers 30% Handrails 20%
	Reminder	Single storey dwellings - I3 = code '88' n/a

Essential Facts

Porch	Attached to and project from the house. Single storey. Enclosed weather protection to an entrance. Door between porch and house. Contain no room or WC.
Conservatory	3/4 roof area and 1/2 external wall area glazed or translucent. Attached to dwelling. Provide enclosed weather protection. Accessible from inside the house. Need not have door into house. If all of the above then must be 8m² otherwise = porch. If separated by door and unheated, do not include in floor dimensions. If heated, or not separated, include in floor dimensions.
Habitable room	Floor area 4.65m² Ceiling height 2m over at least half of this (2.3m²) .
Basement	A basement is a storey which has it's lowest floor at least 1m below ground level. If retaining walls then basement if retaining walls are within 3m of edge of floor.
J1	Total number of habitable rooms plus kitchen. Do NOT include conservatories, bathrooms, toilets, utility rooms, storerooms, cupboards, recesses, sculleries no longer used for cooking or halls/landings as habitable rooms.

Fans	Flues	Chimneys	WCs
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F. ROOM BY ROOM RECORD

	Hall/Landing	Kitchen	R1	R2	R3	R4	R5	Bathroom
1 Room level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Room type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- 0 entry level
- 1 first level
- 2 second level
- 3 third or more
- 7 below entry level
- 8 no room
- 9 unob

G. ROOM REPAIRS ('00' no repairs; '55', '01' - '10' disrepair; '88' n/a; '99' unobtainable)

	Hall/Landing	Kitchen	R1	R2	R3	R4	R5	Bathroom
1 Floor structure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Floor finish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Skirtings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 Wall finish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 Ceiling finish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 Cornices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 Doors and frames	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8 Fireplaces and flues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- 1 kitchen only
- 2 living
- 3 other public
- 4 bed
- 5 bath and WC
- 6 bath only
- 7 WC only

H. TYPES OF DEFECT/CONDITION

1. Is access to room satisfactory?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is arrangement of room or area satisfactory?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the room structurally stable?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is room free from dry/wet rot?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Has room satisfactory provision for natural light?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Has room satisfactory provision for artificial light?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Have all opening windows suitable window locks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Has room satisfactory provision for ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Has room satisfactory provision for heating?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Is room free from rising damp?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Is room free from penetrating damp?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Is room free from condensation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Is room free from mould?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- 1 satisfactory
- 2 through another room
- 3 inadequate fixed access
- 4 off winder

- 1 satisfactory
- 2 inadequate space
- 3 unsuitable layout
- 4 space and layout

- 1 yes
- 2 no
- 8 n/a
- 9 unob

- 1 satisfactory natural
- 2 satisfactory mech.
- 3 satisfactory vent. from combination
- 4 unsatisfactory/ none

- 1 yes, central heating
- 2 yes, room heater
- 3 yes, socket
- 4 no

- 0 Yes, 0%
- 1 No, <2%
- 2 No, 2% <5%
- 3 No, 5% <10%
- 4 No, 10% <20%
- 5 No, 20% <30%
- 6 No, 30% <40%
- 7 No, over 40%

Whole Dwelling

I. REPAIRS TO WHOLE DWELLING ('00' no repairs; '55', '01' - '10' disrepair; '88' n/a; '99' unobtainable)

1. Internal walls / partition(s)	<input type="checkbox"/>
2. Party wall(s)	<input type="checkbox"/>
3. Staircase(s)	<input type="checkbox"/>

J. ROOMS/FLOORS-SUMMARY

1. Total number of habitable rooms plus kitchen	unob.	<input type="text" value="99"/>	specify:	<input type="text"/>
2. Number of habitable floors in the dwelling (excluding the roof)	unob.	<input type="text" value="9"/>	specify:	<input type="text"/>
3. Number of habitable rooms in the roof space	unob.	<input type="text" value="99"/>	n/a	<input type="text" value="88"/>
4. Number of habitable rooms in the basement	unob.	<input type="text" value="99"/>	no basement	<input type="text" value="88"/>
5. Does the dwelling have a non-residential use?	yes	<input type="text" value="2"/>	no	<input type="text" value="1"/>

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Barrier Free

K11	<p>Is the internal circulation barrier free?</p> <p>Barrier free access required to living room, bedroom, kitchen & bathroom (must contain WC, WHB, bath/shower) - combined living room/bed can be considered as ok here.</p> <p>- Passages at least 900mm wide which are free of obstructions, radiators etc.</p> <p>- Clear door openings at least 750mm wide (this means a door leaf of a minimum 826mm)</p> <p>- Where 90° turn into room from passage required for full barrier free access passageway 1200mm wide by door or door 900mm wide.</p> <p>- Surveyors should not consider the potential for a stair lift or other conversion but can redesignate rooms.</p>
K14	<p>Power sockets require to be 450—1050mm above the floor.</p>
K15	<p>Light switches and Heating controls require to be 900 — 1050mm above floor.</p> <p>For K14 & K15 the kitchen, bathroom and two other rooms must comply with barrier free access available.</p>

Services

K18	<p>What extra kitchen storage provision is required?</p> <p>1 or 2 person dwellings: 2.3m³</p> <p>500 deep Base Units</p> <p>600 unit 0.17m³ 600 unit 0.25m³ 600 high Wall Units 900 high Wall Units</p> <p>1000 unit 0.28m³ 1000 unit 0.41m³ 1000 unit 0.18m³ 1000 unit 0.27m³</p> <p>1200 unit 0.34m³ 1200 unit 0.50m³ 1200 unit 0.20m³ 1200 unit 0.32m³</p> <p>1200 sink unit 0.26m³ 1200 sink unit 0.42m³</p>
K19	<p>Include spur outlets in power socket count</p>
K23	<p>If non mains gas dwelling but LPG gas cooker, add to surveyor notes</p>

Repairs

K26	<p>Kitchen storage and worktops</p> <p>Kitchen unit carcasses 30%</p> <p>Doors/drawers 30%</p> <p>Ironmongery 10%</p> <p>Work surfaces 30%</p>
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K. AMENITIES

Bathroom

1. Where is the bathroom located?	unob.	9	no bathroom	8	shared bathroom	4	outside	3	in building	2	in dwelling	1	<input type="checkbox"/>		
2. Where is the main WC located?	unob.	9	no WC	8	shared WC	5	outside	4	in building	3	in dwelling	2	in bathroom	1	<input type="checkbox"/>
3. Is the main WC located directly off kitchen?							unob.	9	no WC	3	yes	2	no	1	<input type="checkbox"/>
4. Is wash-hand basin associated with main WC located with..?	unob.	9	no WC	8	no wash-hand basin	3	elsewhere	2	WC	1				<input type="checkbox"/>	
5. Number of WC's within dwelling?														<input type="checkbox"/>	

What repairs are required to the following bathroom amenities inside the dwelling	unob.	no amenity	renew		medium		minor		small		no repair
			100%	60%	60%	25%	25%	5%	up to 5%		
6. Main WC	9	8	4	3	2	1	0				<input type="checkbox"/>
7. Wash hand basin	9	8	4	3	2	1	0				<input type="checkbox"/>
8. Hot and cold to wash hand basin	9	8	4	3	2	1	0				<input type="checkbox"/>
9. Fixed bath/shower in bathroom	9	8	4	3	2	1	0				<input type="checkbox"/>
10. Hot and cold to bath/shower	9	8	4	3	2	1	0				<input type="checkbox"/>

Barrier Free

11. Is the internal circulation barrier free?	unob.	9	yes, full	3	yes, ambulant	2	no	1	<input type="checkbox"/>		
12. Is the shortest dimension of the bathroom compartment...?	unob.	9	no bathroom	8	>=2400mm	3	>=2100mm	<2100mm	1	<input type="checkbox"/>	
13. Is there a separate WC compartment, within the dwelling, suitable for use by a wheelchair user?	unob.	9	yes, 1500 x 1800mm	4	no, too small	3	no, not suit. located	2	no sep. WC comp	1	<input type="checkbox"/>
14. Are the location of power sockets barrier free?	unob.	9	n/a	8	yes	2	no	1	<input type="checkbox"/>		
15. Are the location of light switches barrier free?	unob.	9	n/a	8	yes	2	no	1	<input type="checkbox"/>		
16. Are all the primary heating controls accessible for wheelchair users?	unob.	9	n/a	8	all	3	some	2	none	1	<input type="checkbox"/>
17. Is area in front of all kitchen worktops and fittings?	unob.	9	no kitchen worktops or fittings	8	>=1500mm	3	>=1200mm	<1200mm	1	<input type="checkbox"/>	

Kitchen

18. What extra kitchen storage provision is required?	unob.	9	100%	5	75%	4	50%	3	25%	2	0%	1	<input type="checkbox"/>				
19. Number of power sockets in kitchen?	unob.	99	n/a	88	specify:								<input type="checkbox"/>				
20. Is there a min of 1m ³ food storage in the kitchen?	unob.	9	n/a	8	no	2	yes	1					<input type="checkbox"/>				
21. Is the kitchen working arrangement safe?	unob.	9	n/a	8	no	2	yes	1					<input type="checkbox"/>				
22. Is the area around the cooker safe?	unob.	9	n/a	8	no	2	yes	1					<input type="checkbox"/>				
23. Type of cooker	unob.	9	no cooker	8	kitchen range, SF	6	kitchen range, oil	5	kitchen range, gas	4	gas hob electric oven	3	electric cooker	2	gas cooker	1	<input type="checkbox"/>

What repairs are required to the following kitchen amenities inside the dwelling	unob.	no amenity	renew		medium		minor		small		no repair
			100%	60%	60%	25%	25%	5%	up to 5%		
24. Sink	9	8	4	3	2	1	0				<input type="checkbox"/>
25. Hot and cold to sink	9	8	4	3	2	1	0				<input type="checkbox"/>
26. Kitchen storage and worktops	9	8	4	3	2	1	0				<input type="checkbox"/>

Services

L3	Does the dwelling have a privately generated power system? Code 5 'other' includes photo voltaics (not on roof) and mixed combinations. Add to surveyor notes.										
L4	Is the Standard of the Electrical Power System satisfactory? Satisfactory = Kitchen 6 sockets, each apartment 4 sockets plus additional 4 sockets in dwelling (Twin = 2 sockets).										
L19	Is there a mechanical ventilation system? MVS = Mechanical Ventilation System MVHR = Mechanical Ventilation System with heat recovery.										
L12	Do all external doors have adequate locks?	<table border="1"> <tr> <td data-bbox="924 1534 1214 1601">Single doors</td> <td data-bbox="924 1467 1214 1534">Mortice lock with 2 key operated security bolts</td> <td data-bbox="924 1400 1214 1467">Mortice lock</td> </tr> <tr> <td data-bbox="924 1400 1214 1467">Double doors (including French doors)</td> <td data-bbox="924 1332 1214 1400">Mortice lock with 2 key operated security bolts</td> <td data-bbox="924 1265 1214 1332">Key operated multi-point lock</td> </tr> <tr> <td data-bbox="924 1265 1214 1332">Patio Doors</td> <td data-bbox="924 1198 1214 1265">Key operated multi-point lock</td> <td data-bbox="924 1131 1214 1198">One key operated patio door lock plus an anti-lift device</td> </tr> </table>	Single doors	Mortice lock with 2 key operated security bolts	Mortice lock	Double doors (including French doors)	Mortice lock with 2 key operated security bolts	Key operated multi-point lock	Patio Doors	Key operated multi-point lock	One key operated patio door lock plus an anti-lift device
Single doors	Mortice lock with 2 key operated security bolts	Mortice lock									
Double doors (including French doors)	Mortice lock with 2 key operated security bolts	Key operated multi-point lock									
Patio Doors	Key operated multi-point lock	One key operated patio door lock plus an anti-lift device									
L13	Do all external doors have adequate locks?	<table border="1"> <tr> <td data-bbox="924 1209 1214 1321">Door viewers and restrictor present on main entrance door?</td> <td data-bbox="924 1142 1214 1209">Manufactured units installed within doors at eye level providing a magnified view of callers at the door</td> <td data-bbox="924 1075 1214 1142">Clear glass panels within doors or at the side of doors</td> </tr> <tr> <td data-bbox="924 1075 1214 1142">Door viewers</td> <td data-bbox="924 1008 1214 1075">Manufactured units, generally a chain but can be or rigid metal designed to allow only partial opening or the door by the occupant</td> <td data-bbox="924 940 1214 1008">Door restrictors</td> </tr> </table>	Door viewers and restrictor present on main entrance door?	Manufactured units installed within doors at eye level providing a magnified view of callers at the door	Clear glass panels within doors or at the side of doors	Door viewers	Manufactured units, generally a chain but can be or rigid metal designed to allow only partial opening or the door by the occupant	Door restrictors			
Door viewers and restrictor present on main entrance door?	Manufactured units installed within doors at eye level providing a magnified view of callers at the door	Clear glass panels within doors or at the side of doors									
Door viewers	Manufactured units, generally a chain but can be or rigid metal designed to allow only partial opening or the door by the occupant	Door restrictors									

L. SERVICES AND FITTINGS

1. What mains services does the dwelling have?	unob.	9	no services	8	gas only	3	electricity and gas	2	electricity only	1	<input type="checkbox"/>				
2. Type of electric meter	unob.	9	n/a	8	24 hour	3	dual	2	single	1	<input type="checkbox"/>				
3. Does the dwelling have a privately generated power supply?	unob.	9	n/a	8	yes, other surv. notes	5	yes, hydro	4	yes, wind	3	yes, fuel generator	2	no	1	<input type="checkbox"/>
4. Is standard of electrical power system satisfactory?	unob.	9	no electrical power sys.	8	5/15 amp system	4	mixed system	3	adequate number of sockets	2	inadequate number of sockets	1	<input type="checkbox"/>		
5. Are there any power socket(s) in the conservatory?	unob.	9	no conservatory	8	yes	2	no	1	<input type="checkbox"/>						
6. Is the electrical power system dangerous?	unob.	9	no power system	8	yes	2	no	1	<input type="checkbox"/>						
7. Is the standard of the electrical lighting system satisfactory?	unob.	9	no electrical lighting system	8	no, dangerous	3	no	2	yes	1	<input type="checkbox"/>				
8. Is the underground water main (or communal rising main to the flat) lead free?	unob.	9	no water main	8	no	2	yes	1	<input type="checkbox"/>						
9. Is the entire water distribution and storage system in the dwelling lead free?	unob.	9	no	2	yes	1	<input type="checkbox"/>								
10. Is there a private water supply to the dwelling?	unob.	9	no water main	8	yes	2	no	1	<input type="checkbox"/>						
11. Are there smoke detectors in the dwelling?	unob.	9	no	8	more than 1 mixed	5	more than 1 mains powered	4	1 mains powered	3	more than 1 batt power	2	1 battery power	1	<input type="checkbox"/>
12. Do all external door(s) to dwelling have adequate locks?	unob.	9	no	2	yes	1	<input type="checkbox"/>								
13. Door viewer and restrictor present on main entrance door to dwelling?	unob.	9	both viewer & restrictor	4	restrictor only	3	viewer only	2	no	1	<input type="checkbox"/>				

What repairs are required to the following services and fittings?

	unob.	no amenity	renew	medium	minor	small	no repair	
			100% 60%	60% 25%	25% 5%	up to 5%		
14. Cold water system	9	8	4	3	2	1	0	<input type="checkbox"/>
15. Hot water system	9	8	4	3	2	1	0	<input type="checkbox"/>
16. Electrical power system (L6)	9	8	4	3	2	1	0	<input type="checkbox"/>
17. Electrical lighting system (L7)	9	8	4	3	2	1	0	<input type="checkbox"/>

18. % age fixed light fitting with LEL? (specify to nearest 10%)	unob.	99	n/a	88	specify (00-10)	<input type="checkbox"/>			
19. Is there a mechanical ventilation system?	unob.	9	yes MVHR	3	yes, MVS	2	no	1	<input type="checkbox"/>
20. Number of extract fans? (valid values 0-9) [H8 - kit/bat]	specify:							<input type="checkbox"/>	
21. Number of large vents (open chimneys)? (valid values 0-9)	specify:							<input type="checkbox"/>	
22. Number of small vents? (valid values 0-9)	specify:							<input type="checkbox"/>	

Completing Section M

Primary Heating Conventions for M2

- 1 Only fixed systems/appliances. Ignore portable heaters.
- 2 System/appliances that heats most rooms and hot water preferably (M1 code 1, 2, 3, 5 or 6).
- 3 If choice between system and room heaters: system (inc. storage heaters) is primary. Room heaters are secondary.
- 4 If choice between room heaters, one that heats lounge is primary (M1 code 4).
- 5 Back boiler with no radiators = room heater (M1 code 4): back boiler with radiators = boiler system (M1 code 1).

M2	<p>M2 Code 1 (boiler): M5 to M8 select as appropriate and answer boiler manufacturer at 15a and 15b. M9 and M10 = Not applicable (code 8)</p> <p>M2 Code 2: (community Heating): Select M5 = '13' or '14'. M6 to M14 = not applicable (code 8)</p> <p>M2 Code 3 (storage heating): M5 = '12'. M6 to M13 = not applicable (code 8). Select M14 electric storage heating as appropriate</p> <p>M2 Code 4 (room heater): Select M5 as appropriate. M6 to M11 and M14 = not applicable (code 8) Select M12 and 13 as appropriate.</p> <p>M2 Code 5 (warm air system): Select M5 as appropriate. M6 to M9 and M11 to M14 = not applicable (code 8). Select M10 warm air system as appropriate</p> <p>M2 Code 6 (heat pump): Select M5 as appropriate. M6 to M8 and M10 to M14 = not applicable (code 8). Select M9 heat pump as appropriate</p> <p>M2 Code 7: as code 4</p>
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M6	<p>Code 3 - Old System</p> <p>Gas Pre 1979</p> <p>Oil Pre 1985</p>
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M21	<p>Code 11 ScottishPower's Radio Teleswitch Group Codes for auto charge control on night storage heaters are: 97, 98, 99, 100, 101, 102, 103, 104 & 105. All other Group Codes are 'Manual charge control'. In Scottish Hydro area: Total Heating Total Control</p>
M22	<p>Secondary Heating Conventions</p> <p>1 Room heaters that heat most rooms + bias towards lounge.</p> <p>2 Upper floor open fires can be ignored as secondary heating.</p>
M25	<p>If no a gas/oil system then score code 8 'not applicable'</p> <p>If is a gas/oil system - cannot be code 8 'not applicable'</p>

M. HEATING AND INSULATION

1. NHER age category (Check C4)	1984 - 1991	07	1976 - 1983	06	1965 - 1975	05	1950 - 1964	04	1930 - 1949	03	1919 - 1929	02	pre - 1919	01					
							2008 onwards	11	2003 - 2007	10	1999 - 2002	09	1992 - 1998	08	<input type="checkbox"/>				
2. What is the primary source of heating in the dwelling?	room heater (bb no rads)	7	heat pump	6	warm air system	5	room heater	4	storage heating	3	community heating	2	boiler	1	<input type="checkbox"/>				
3. Heat emitters			n/a	8	other surv. notes	5	ceiling	4	underfloor	3	appliance	2	radiators	1	<input type="checkbox"/>				
4. Extent of central heating system?							unob.	9	no central heating	8	partial	2	full	1	<input type="checkbox"/>				
5. Primary heating fuel?	wood logs	09	wood chips	08	anthracite	07	smokeless coal	06	house coal	05	oil	04	bottled gas	03	LPG	02	gas (mains)	01	<input type="checkbox"/>
	unob.	99	n/a	88	dual fuel	16	biogas (landfill)	15	comm.heat with CHP	14	comm.heat no CHP	13	off peak electric	12	peak electric	11	wood pellets	10	<input type="checkbox"/>
6. Primary heating system (PHS) age							n/a	8	other surv. notes	4	old system	3	pre 1998	2	1998 +	1		<input type="checkbox"/>	
7. PHS boiler type	n/a	8	range cooker	7	CPSU	6	back boiler	5	condensing combi	4	condensing	3	combi	2	standard	1		<input type="checkbox"/>	
8. PHS flue type							n/a	8	open flue	3	balanced flue	2	fan assisted	1			<input type="checkbox"/>		
9. Is PHS in heated space?							n/a	8	no	2	yes	1				<input type="checkbox"/>			

10a. Boiler manufacturer 10b. Model number/ID

11. Heat pumps	n/a	8	air to air	7	water to air	6	ground to air/aux heat	5	ground to air	4	air to water	3	water to water	2	ground to water/aux heat	1	ground to water	0	<input type="checkbox"/>
12. Warm air system			n/a	8	electricaire	6	condensing	5	flue recovery	4	modulating	3	stub ducted on/off	2	ducted on/off	1		<input type="checkbox"/>	
13. Electric boiler system							n/a	8	dry core	3	storage	2	direct entry	1			<input type="checkbox"/>		
14. Gas room heaters	n/a	8	condensing	7	flueless	6	closed	5	balanced	4	decorative	3	coal effect flued	2	gas fire	1		<input type="checkbox"/>	
15. Solid fuel room heaters/boilers	n/a	8	auto feed boiler	6	man. feed boiler	5	range cooker (with oven)	4	range cooker (no oven)	3	closed fire	2	open fire	1			<input type="checkbox"/>		
16. Electric storage heating			n/a	8	underfloor	5	integrated storage/direct	4	old style	3	fan assisted	2	new style	1			<input type="checkbox"/>		
17. Principal hot water heating source	n/a	8	secondary heating	7	kitchen range	6	gas instant (multi point)	5	gas instant (single point)	4	electric instant	3	electric immersion	2	primary heating	1		<input type="checkbox"/>	
18. What is the water heating fuel?	wood logs	09	wood chips	08	anthracite	07	smokeless coal	06	house coal	05	oil	04	bottled gas	03	LPG	02	gas (mains)	01	<input type="checkbox"/>
	unob.	99	na/	88	dual fuel	16	biogas (landfill)	15	comm.heat with CHP	14	comm.heat no CHP	13	off peak electric	12	peak electric	11	wood pellets	10	<input type="checkbox"/>

What repairs are required to the central heating system?	unob.	no amenity	renew	medium	minor	small	no repair	
			100%	60%	60%	25%	25%	5%
19. Central heating source?	9	8	4	3	2	1	0	<input type="checkbox"/>
20. Central heating distribution?	9	8	4	3	2	1	0	<input type="checkbox"/>

21. Heating controls for primary heating?	TRV only	08	boiler manager	07	programmer & TRV	06	programmer r/stat&TRV	05	programmer & r/stat	04	room stat only	03	programmer only	02	no controls	01	<input type="checkbox"/>
	other surv.notes	16	programmer 2 stats	15	time/temp zone ctrl	14	> 1 stat	13	auto charge ctrl	12	manual charge ctrl	11	appliance stat & prog	10	appliance stat	09	<input type="checkbox"/>
22. What is the secondary heating, if any?	other surveyor notes	7	electric room heater	6	closed solid fuel fire	5	open solid fuel fire	4	pre 1980 gas fire	3	post 1980 gas fire	2	gas, coal effect fire	1	no secondary system	0	<input type="checkbox"/>
23. Heating in conservatory			unob.	9	no conservatory	8	portable heater	4	fixed heater	3	direct from pri. System	2	no heating	1		<input type="checkbox"/>	
24. Is there a door separating the dwelling from the conservatory?			unob.	9	no conservatory	8	yes	2	no	1			<input type="checkbox"/>				
25. Is the gas/oil heating system safe?			unob.	9	n/a	8	no	2	yes	1			<input type="checkbox"/>				

Essential Facts

<p>Porch</p> <p>Attached to and project from the house. Single storey. Enclosed weather protection to an entrance. Door between porch and house. Contain no room or WC. If unheated, do not include in floor dimensions. If heated include in floor dimensions.</p>	<p>Conservatory</p> <p>3/4 roof area and 1/2 external wall area glazed or translucent. Attached to dwelling. Provide enclosed weather protection. Accessible from inside the house. Need not have door into house. If all of the above then must be 8m² otherwise = porch. If separated by door and unheated, do not include in floor dimensions. If heated, or not separated, include in floor dimensions.</p>	<p>Habitable room</p> <p>Floor area 4.65m² Ceiling height 2m over at least half of this.</p>	<p>Basement</p> <p>A basement is a storey which has it's lowest floor at least 1m below ground level. If retaining walls then basement if retaining walls are within 3m of edge of floor.</p>
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<p>M26</p> <p>Average depth of roof/loft insulation</p> <p>88 - nhl = no heatloss roof. This is ground/mid floor flats not top floor flats.</p>

<p>M29</p> <p>Size of hot water cylinder (litres)</p> <p>Some common cylinder sizes</p>	<table border="1"> <tr> <td>Size</td> <td>litres</td> </tr> <tr> <td>825 x 450</td> <td>110 litres</td> </tr> <tr> <td>900 x 400</td> <td>96 litres</td> </tr> <tr> <td>900 x 450</td> <td>120 litres</td> </tr> <tr> <td>1050 x 400</td> <td>115 litres</td> </tr> <tr> <td>1050 x 450</td> <td>144 litres</td> </tr> <tr> <td>1500 x 450</td> <td>218 litres</td> </tr> </table>	Size	litres	825 x 450	110 litres	900 x 400	96 litres	900 x 450	120 litres	1050 x 400	115 litres	1050 x 450	144 litres	1500 x 450	218 litres
Size	litres														
825 x 450	110 litres														
900 x 400	96 litres														
900 x 450	120 litres														
1050 x 400	115 litres														
1050 x 450	144 litres														
1500 x 450	218 litres														

Extensions

Extensions are included when there is a change to the energy characteristics of the property for example wall insulation, roof insulation etc...

If two storey extension: Height = sum of heights
Area = average of areas
Exposed perimeter = average of exposed perimeters

M. HEATING AND INSULATION continued

	150mm	100mm	75mm	50mm	25mm	12mm	none							
26. Average depth of roof/loft insulation to original dwelling	06	05	04	03	02	01	00							
	unob.	99	n/a, nhl roof	88	flat roof unmeasured	10	300mm or more	09	250mm	08	200mm	07		
27. Insulation location	unob.	9	n/a	8	both (joists and rafters)	4	flat roof	3	joists	2	rafters	1		
28. Is there a loft hatch?	unob.	9	n/a, no loft	8	eaves door	4	yes, draught-proofed	3	yes, not draught-proofed	2	no	1		
29. Size of HW Cylinder (litres)	unob.	9	no hw storage	8	Large (>170L)	4	Medium (130-170L)	3	Normal (90-130L)	2	Small (<90L)	1		
30. Type of insulation to hot water cylinder	unob.	9	no hw storage	8	no insulation	5	both (jacket and sprayed)	4	encapsulated	3	jacket	2	sprayed	1
31. Thickness of insulation to hot water cylinder? (mm)					unob.	999	no hw storage	888	specify:					
32. Is there a cylinder thermostat?					unob.	9	n/a	8	no	2	yes	1		
33. Is insulation to hot water pipes in loft satisfactory?	unob.	9	n/a, no loft	8	no hw pipes in loft	4	no insulation	3	no	2	yes	1		
34. Is insulation to c/w tanks and pipes in loft satisfactory?	unob.	9	n/a, no loft	8	no cw pipes/tanks in loft	4	no insulation	3	no	2	yes	1		

N. DWELLING MEASUREMENTS FOR ENERGY ASSESSMENT

	measurement		exposed perimeter (m)	floor construction	floor insulation	Enter 1 if conservatory	Area/Perimeter 888 = not applicable 999 = unobtainable Measurement Type (area) 1 = External 2 = Internal 8 = not applicable 9 = unobtainable Height 8.8 = not applicable 9.9 = unobtainable Construction 1 = solid 2 = suspended not timber 3 = suspended timber 8 = n/a 9 = unobtainable Insulation 1 = as built 2 = retro-fitted 9 = unobtainable
	area (m ²)	type (area)					
1. Ground / lowest floor	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
2. First/next floor	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
3. Second/next floor	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
4. Third/next floor and above	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
5. Rooms in roof	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
6. Extension 1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
7. Extension 2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

Surveyors working space for calculating floor areas

Essential Facts

01	Is the dwelling part of a block with common access? Do not score code 1 for 4-in-a-block
06	Is the common circulation area barrier free? For req. dimensions see J6. A change in level greater than 20mm renders common circulation are unsuitable.

Repairs

P7	Lifts	Lift call panel 10% Lift control panel 10% Lift car 60% Lift doors 20%
P12	Refuse Chutes	Refuse Chutes and Linings 60% Hoppers 10% Chambers 20% Drainage to system 10%
P13	Bin stores	Structure of bin store 40% Doors 30% Ironmongery 20% Drainage to stores 10%

Scores on Urgency

Code 1	Disrepair apparent and the normal urgent requirements apply
Code 2	Disrepair apparent but not urgent
Code 3	No disrepair but immediate maintenance required
Code 4	No disrepair
Code 8	Not applicable - only applied when there is no element
Code 9	Unobtainable

O. CHARACTERISTICS OF COMMON ELEMENTS

1. Is the dwelling part of a block with common access?			no- ignore O & P	2	yes- complete O & P	1	<input type="checkbox"/>
2. Type of common access in the block	other 7	gallery 6	balcony 5	deck 4	passage 3	landing 2	<input type="checkbox"/>
3. Number of staircases in the block			unob. 9	no staircases 8	specify:		<input type="checkbox"/>
4. Number of domestic lifts in the block			unob. 9	n/a, no lifts 8	specify:		<input type="checkbox"/>
5. Are domestic lifts suitable for wheelchair users?			unob. 9	n/a, no lifts 8	yes 2	no 1	<input type="checkbox"/>
6. Is the common circulation area barrier free?			unob. 9	yes, full 3	yes, entry ambulant 2	no 1	<input type="checkbox"/>
7. Is there an entry system?	unob. 9	no 4	yes, concierge 3	yes, entry phone 2	yes, bell to each flat 1		<input type="checkbox"/>
8. Is front access to common block secure?			unob. 9	n/a 8	no 2	yes 1	<input type="checkbox"/>
9. Is rear access to common block secure?			unob. 9	n/a 8	no 2	yes 1	<input type="checkbox"/>

P. REPAIRS TO COMMON ELEMENTS

Is the repair urgent?
 REPAIR
 1 = urgent
 2 = not urgent
 NO REPAIR
 3 = urgent maintenance required
 4 = normal maintenance
 NO ELEMENT
 8 = N/A
 9 = unobtainable

Repair assessment:
 00 = no repairs
 55, 01-10 = disrepair
 88 = n/a
 99 = unobtainable

Residual life for whole element (after repair if repair needed):
 1 = 1-5 years
 2 = 6-10 years
 3 = 11-30 years
 4 = 30+ years
 8 = n/a
 9 = unobtainable

What repairs are required to the following common elements?

1. Stairs, landings and balustrades	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Access balcony / gallery / decks and balustrades	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Halls and passages	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Wall finishes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Ceiling and soffit finishes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Doors, screens, windows and rooflights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Lifts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Decorations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Service mains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Public lighting to common areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Communal security systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Refuse chutes / chambers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Bin stores	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section Q

Q1 - Q18	are about the only, or original dwelling where extension exist
Q19 - Q25	are about all the roof(s) of the whole dwelling including extensions

Primary is concerned with the largest or greater area of any element,
Secondary is the remainder

Q. EXTERNAL CONSTRUCTION / MATERIALS

1. Is more than two thirds of the attached flank wall(s) exposed? unob. **9** detached **4** yes, both flanks **3** yes, one flank **2** no **1**

Principal external wall of original dwelling (C4)

2. Principal external wall construction (largest wall area) unob. **9** other **3** cavity **2** solid **1**

3. Principal external wall construction material unob. **9** other surv. notes **8** metal **7** concrete **6** timber **5** blockwork **4** brick **3** clay/earth **2** stone **1**

4. Principal external wall finish other surv. notes **8** metal **7** concrete panel **6** concrete block **5** timber **4** brick **3** stone **2** render **1**

5. If stone, stone type unob. **9** n/a, not stone **8** other local stone surveyor notes **4** sandstone **3** whin **2** granite **1**

6. Type of stone coursing n/a, not stone **8** random rubble **4** random squared **3** coursed squared **2** ashlar **1**

7. Principal external wall thickness unob. **9** >750mm **3** 450 - 750mm **2** <450mm **1**

8. Has additional insulation been added to principal external walls since built? n/a **8** internal and external **7** cavity and external **6** cavity and internal **5** external **4** internal **3** cavity **2** none **1**

9. Thickness of insulation added to principal external walls (mm) unob. **999** specify:

10. Extent of principal external wall (specify to nearest 10%) unob. **99** specify: (00-10)

Secondary external wall of original dwelling (C4)

11. Secondary external wall construction unob. **9** n/a **8** other **3** cavity **2** solid **1**

12. Secondary external wall construction material unob. **9** other surv. notes **8** metal **7** concrete **6** timber **5** blockwork **4** brick **3** clay/earth **2** stone **1**

13. Secondary external wall finish other surv. notes **8** metal **7** concrete panel **6** concrete block **5** timber **4** brick **3** stone **2** render **1**

14. If stone, stone type unob. **9** n/a, not stone **8** other local stone surveyor notes **4** sandstone **3** whin **2** granite **1**

15. Type of stone coursing n/a, not stone **8** random rubble **4** random squared **3** coursed squared **2** ashlar **1**

16. Secondary external wall thickness unob. **9** >750mm **3** 450 - 750mm **2** <450mm **1**

17. Has additional insulation been added to secondary external walls since built? n/a **8** internal and external **7** cavity and external **6** cavity and internal **5** external **4** internal **3** cavity **2** none **1**

18. Thickness of insulation added to secondary external walls (mm) unob. **999** specify:

Principal roof type of whole dwelling

19. Principal roof type unob. **9** half mansard **5** mansard **4** mono **3** flat **2** pitched **1**

20. Extent of principal roof type unob. **99** specify: (tenths)

21. Principal roof cover unob. **9** other, specify in notes **7** metal **6** asbestos **5** asphalt **4** felt **3** tiles **2** slates **1**

22. If principal roof cover is slates or tiles unob. **9** n/a **8** other tiles **5** rosemarys **4** pantiles **3** all other slate **2** scots slate **1**

Secondary roof type of whole dwelling

23. Secondary roof type unob. **9** no secondary roof **8** half mansard **5** mansard **4** mono **3** flat **2** pitched **1**

24. Cover to secondary roof type unob. **9** no secondary roof **8** other, specify in notes **7** metal **6** asbestos **5** asphalt **4** felt **3** tiles **2** slates **1**

25. If secondary roof cover is slates or tiles unob. **9** n/a **8** other tiles **5** rosemarys **4** pantiles **3** all other slate **2** scots slate **1**

Section Q - Extensions

<p>Q26 If no extension/heated conservatory is present, then enter '88' and draw a squiggly line down to Q43</p>	<p>If a heated conservatory then enter NHER age and draw a squiggly line down to Q43</p>
<p>Q35 If there is an extension 1, but no extension 2/heated conservatory then enter '88' in Q35 and draw a squiggly line down to Q43</p>	<p>If a heated conservatory then enter NHER age and squiggly line down to Q43</p>
<p>Q44 - Q50 must always be answered</p>	

Q. EXTERNAL CONSTRUCTION / MATERIALS continued

Extension 1

26. Extension 1 * NHER age category	1984 - 1991	07	1976 - 1983	06	1965 - 1975	05	1950 - 1964	04	1930 - 1949	03	1919 - 1929	02	pre - 1919	01				
					n/a	88	2008 onwards	11	2003 - 2007	10	1999 - 2002	09	1992 - 1998	08				
27. Extension 1 external wall construction					unob.	9	n/a	8	other surv. notes	3	cavity	2	solid	1				
28. Extension 1 external wall construction material	unob.	9	other surv. notes	8	metal	7	concrete	6	timber	5	blockwork	4	brick	3	clay/earth	2	stone	1
29. Extension 1 external wall finish			other surv. notes	8	metal	7	concrete panel	6	concrete block	5	timber	4	brick	3	stone	2	render	1
30. Type of stone coursing to extension 1					n/a, not stone	8	random rubble	4	random squared	3	coursed squared	2	ashlar	1				
31. Has additional insulation been added to extension 1 external walls since built?	n/a	8	internal and external	7	cavity and external	6	cavity and internal	5	external	4	internal	3	cavity	2	none	1		
32. Thickness of insulation added to extension 1 external walls (mm)									unob.	999	specify:							
	150mm	06	100mm	05	75mm	04	50mm	03	25mm	02	12mm	01	none	00				
33. Average depth of roof/loft insulation to extension 1			unob.	99	n/a, nhl roof	88	flat roof unmeasured	10	300mm or more	09	250mm	08	200mm	07				
34. Insulation location			unob.	9	n/a	8	both (joists and rafters)	4	flat roof	3	joists	2	rafters	1				

Extension 2

35. Extension 2 * NHER age category	1984 - 1991	07	1976 - 1983	06	1965 - 1975	05	1950 - 1964	04	1930 - 1949	03	1919 - 1929	02	pre - 1919	01				
					n/a	88	2008 onwards	11	2003 - 2007	10	1999 - 2002	09	1992 - 1998	08				
36. Extension 2 external wall construction					unob.	9	n/a	8	other surv. notes	3	cavity	2	solid	1				
37. Extension 2 external wall construction material	unob.	9	other surv. notes	8	metal	7	concrete	6	timber	5	blockwork	4	brick	3	clay/earth	2	stone	1
38. Extension 2 external wall finish			other surv. notes	8	metal	7	concrete panel	6	concrete block	5	timber	4	brick	3	stone	2	render	1
39. Type of stone coursing to extension 2					n/a, not stone	8	random rubble	4	random squared	3	coursed squared	2	ashlar	1				
40. Has additional insulation been added to extension 2 external walls since built?	n/a	8	internal and external	7	cavity and external	6	cavity and internal	5	external	4	internal	3	cavity	2	none	1		
41. Thickness of insulation added to extension 2 external walls (mm)									unob.	999	specify:							
	150mm	06	100mm	05	75mm	04	50mm	03	25mm	02	12mm	01	none	00				
42. Average depth of roof/loft insulation to extension 2			unob.	99	n/a, nhl roof	88	flat roof unmeasured	10	300mm or more	09	250mm	08	200mm	07				
43. Insulation location			unob.	9	n/a	8	both (joists and rafters)	4	flat roof	3	joists	2	rafters	1				

Whole Dwelling

44. Principal window type to dwelling	unob.	9	other/mixed	5	pivot	4	tilt & turn	3	casement	2	sash & case	1		
45. Window frames	u.p.v.c.	4	metal (no thermal break)	3	metal (thermal break)	2	wood	1						
46. Type of glazing	unob.	9	double secondary	6	triple	5	double unknown	4	double post 2003	3	double pre 2003	2	single	1
47. Extent of double glazing (specify using 10 point scale)									specify: (00, 55, 01-10, 88)					
48. Extent of leaded/stained windows (specify using 10 point scale)									specify: (00, 55, 01-10)					
49. Internal window shutters			unob.	9	all windows	4	more than 50%	3	less than 50%	2	none	1		
50. Is glazing area typical for dwelling?	unob.	9	much less than	5	much more than	4	less than (-25%)	3	more than (+25%)	2	yes	1		

Repairs

R5	Chimney Stacks	Cope 10%	Structure of bin store 60%	Finish 15%	Pots 15%
R15	External doors to dwelling	Doors 30%	Frame 50%	Ironmongery 20%	
R16	Windows to Dwelling	Frame 50%	Glazing 30%	Ironmongery 20%	
R21	Attached Garage	Roof 45%	Walls 45%	Doors/Windows 10%	

Scores on Urgency

Code 1	Disrepair apparent and the normal urgent requirements apply
Code 2	Disrepair apparent but not urgent
Code 3	No disrepair but immediate maintenance required
Code 4	No disrepair
Code 8	Not applicable - only applied when there is no element
Code 9	Unobtainable

R. EXTERNAL REPAIRS

front only =	<input type="text" value="1"/>	back only =	<input type="text" value="4"/>	5	4	6
front with right =	<input type="text" value="2"/>	back with left =	<input type="text" value="5"/>	<input type="text" value="DWELLING/BLOCK"/>		
front with left =	<input type="text" value="3"/>	back with right =	<input type="text" value="6"/>	3	1	2
unobtainable =	<input type="text" value="9"/>	unobtainable =	<input type="text" value="9"/>			
		not applicable =	<input type="text" value="8"/>			

VIEWPOINT

Vpt. 1

Vpt. 2

What repairs are required to the following elements of the dwelling or common block?

	Repair Scores	Repair Scores	Urgency	Residual life
1. Principal roof structure	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Principal roof covering	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Secondary roof structure	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Secondary roof covering	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Chimney stacks	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Flashings	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Roof gutters and downpipes	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Soil waste and vent pipes	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Wall structure (Q2/Q3)	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Wall finish	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Foundations	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. DPC	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Underground drainage	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Repair score:
 00 = no repair
 55, 01 - 10 = disrepair
 88 = n/a
 99 = unobtainable

Is the repair urgent?
REPAIR
 1 = urgent
 2 = not urgent
NO REPAIR
 3 = urgent maintenance required
 4 = normal maintenance
NO ELEMENT
 8 = n/a
 9 = unobtainable

Residual life for whole element (after repair if repair needed):
 1 = 1-5 years
 2 = 6-10 years
 3 = 11-30 years
 4 = 30+ years
 8 = n/a
 9 = unob

What repairs are required to the following elements of the dwelling only?

14. Private balcony to dwelling	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. External doors to dwelling	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Windows to dwelling	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. External paint to dwelling	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. External stairs to own door (4-in-block & converted houses only)	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

What repairs are required to the following external elements?

19. Boundary fences, walls and gates	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>
20. Paths, paved areas, ramps	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>
21. Attached garage	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>
22. Steps and plats	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>
23. Surface drainage	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="checkbox"/>

Tolerable Standard

T2	Remember changes to criteria for rising and penetrating damp - refer to manual if unsure.
T11	If you declare the electrics unsafe at L6 or L7 then the dwelling should be declared BTS at T11
T13	The dwelling does not have to be BTS to have action under the Housing Act - see manual
T14	If the dwelling is a house, T14 is code 8 'no common parts'.

T. TOLERABLE STANDARD - STATUTORY ACTION

Answer all questions

	unob.	no (fail)	yes (pass)			
1. Is the dwelling structurally stable?	9	2	1	<input type="checkbox"/>		
2. Is the dwelling substantially free from rising or penetrating damp?	9	2	1	<input type="checkbox"/>		
3. Has the dwelling satisfactory provision for natural and artificial light, for ventilation and for heating?	9	2	1	<input type="checkbox"/>		
4. Has the dwelling an adequate piped supply of wholesome water within the house?	9	2	1	<input type="checkbox"/>		
5. Has the dwelling a sink provided with a satisfactory supply of both hot and cold water within the house?	9	2	1	<input type="checkbox"/>		
6. Has the dwelling a water closet available for the exclusive use of the occupants of the house suitably located within the house?	9	2	1	<input type="checkbox"/>		
7. Has the dwelling a fixed bath/shower and a wash-hand basin all with a satisfactory supply of hot and cold water suitably located within the house?	9	2	1	<input type="checkbox"/>		
8. Has the dwelling an effective system for the drainage and disposal of foul and surface water?	9	2	1	<input type="checkbox"/>		
9. Has the dwelling satisfactory facilities for the cooking of food within the dwelling?	9	2	1	<input type="checkbox"/>		
10. Is there satisfactory access to all external doors and outbuildings?	9	2	1	<input type="checkbox"/>		
11. Are electrical systems within the dwelling safe? (L6 and L7)	9	2	1	<input type="checkbox"/>		
12. Is the dwelling satisfactorily insulated? (M26 and M27)	9	2	1	<input type="checkbox"/>		
13. Would you expect action to be taken on this dwelling under the Housing Acts?	unob. 9	close or demolish 4	improvement order 3	repair notice 2	no action 1	<input type="checkbox"/>
14. Would you expect the common parts to be subject to a repairs notice?	unob. 9	n/a no common parts	8	action 2	no action 1	<input type="checkbox"/>

15. Write in reason for each BTS failure, at 1 - 12 (above)

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Surveyors notes box to assist data validation team (including refusal). Continued on back page...

Surveyor Notes continued...