

## **LETTABLE STANDARD – SHARED ROOMS.**

The Association aims to achieve the following standards for re-letting Hostel / Refuge Rooms.

**General** – The property should be free of any visible damp staining to the walls. Plasterwork to the walls and ceilings should be sound, however small hairline cracks are acceptable.

**Doors** – Doors and frames must be sound and free from rot. Where rot is evident this should, where possible, be repaired, if this is the most cost effective option. The doors must be capable of opening and closing properly and reasonably draught proof. They must have a secure locking system.

**Windows** – Must be free from extensive rot and capable of opening and closing properly. The glazing must not be broken or cracked and opening lights to be relatively draught proof.

**Electrical System** – Complete Visual checks on all Electrical appliances i.e.. Microwaves, Toaster, Kettles and Fridge freezers. Ensuring no damage to plugs and cables.

Any defective lamp / battern holders and electrical sockets should be replaced.

Any extract fans, smoke alarms, must be fully operational.

**Heating** – Any heating in the Room should have no visible defects. The heating should be checked for operation and all radiators/storage heaters must be free from extensive rusting/chipping.

**Ensuite / Bathroom** – The Ensuite / bathroom suite should be clean and free from any defects, chips, large scratches or abrasive surfaces. The wash hand basin must have a plug fitted and all taps to be free from drips and easy to operate. All splash back tiling should be sound with no cracked tiles and the waterproof sealant around the perimeter of the Shower and basin must be sound and watertight.

The WC pan should have a sound and hygienic seat fitted and the cistern flushing mechanism in working order and checked for any over flow problems. There should be an extract fan fitted.

Any shower unit to be tested to ensure adequate water temperature is attained and all shower trays/enclosures to be sound and waterproof.

**Floors** – Ensuite / bathroom floors should be sound, level and clean. All floors must be free from damp, and in a suitable condition.

**Walls and Ceilings** – There should be no major cracks or loose plaster.

**Cold Water Storage Tanks - Tank Stands / Supports** are to be inspected to ensure adequate support for the tank, and free from damage.

**Cleanliness** – The following must be adhered to:

- No rubbish / litter in the Room
- Property free from any visible infestations.
- All surfaces clean and free from grease etc.
- Fridges/cookers (where provided by the Association) cleaned.
- Floors swept and washed of any dirt/grime.

In general – no unsanitary condition to exist.

***Furniture / Fittings*** – The following to be provided:

Bed – in good condition

Mattress – clean and free from any marks

Chair, bedside table, wardrobe and chest of drawers

Lampshades and curtains in good condition.

***Redecoration to Re-Let Hostel Rooms*** – The Association will redecorate in the following circumstances:

- Existing decoration is poor or repair work has substantially affected existing decoration.

**IMPACT HOUSING ASSOCIATION**

**HOSTLE/ REFUGE ROOM INSPECTION FORM**

PROPERTY ADDRESS.....

ROOM NUMBER.....

DATE OF INSPECTION...../...../.....

Type of heating system .....

Smoke detectors fitted / in working Order                      YES / NO                      - If No, details

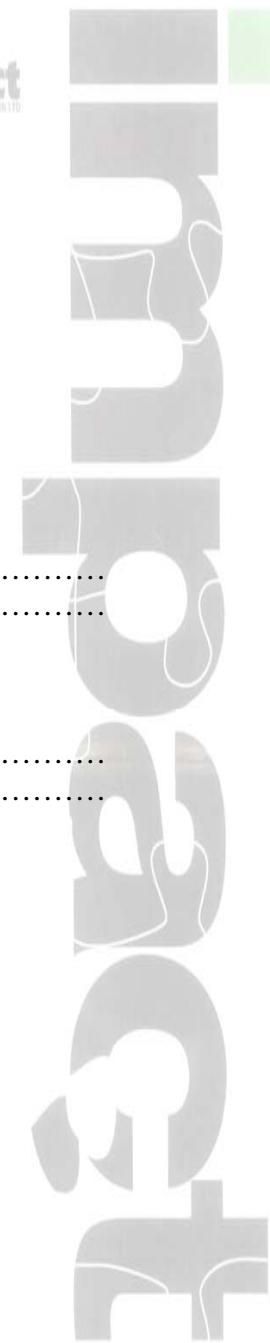
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Is the Room secured?      YES / NO      - If YES, details

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Have any adaptations been fitted?      YES / NO      - If YES, details

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## REPAIR DETAILS

## Repairs Required

S	Doors in Good Condition	YES / NO
S	Windows easy to open & Secure	YES / NO
S	Electrical Sockets	YES / NO
S	Bed / Mattress in good condition	YES / NO
S	Furniture in good condition	YES/ NO
S	Radiator / other fixed heater	YES / NO
S	Light bulbs fitted and in working order	YES / NO
S	Carpets / Floor coverings in good condition	YES / NO
S	Lampshades / Curtains in good condition	YES / NO
S	Decoration in good condition	YES / NO
S	Plaster / Ceilings in good condition	YES / NO
S	Electrical Appliance clean	YES / NO
S	Cold Water Storage Stands in good condition	YES/NO

**ENSUITE / BATHROOM**

**Repairs Required**

- |   |   |          |
|---|---|----------|
| S | Extractor fan                           | YES / NO |
| S | Radiator / other fixed heater           | YES / NO |
| S | Toilet seat secure                      | YES / NO |
| S | Cistern flushes                         | YES / NO |
| S | All tiles and grouting sound            | YES / NO |
| S | Floor Coverings clean & good condition  | YES / NO |
| S | Light bulbs fitted and in working order | YES / NO |
| S | Taps in working order                   | YES / NO |
| S | Plug & Chain secure                     | YES / NO |
| S | All Mastic Sound                        | YES / NO |
| S | Shower in working order                 | YES / NO |

Void inspection completed by: .....

Date Works Ordered: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (attach copy of works specification)