

# STANDARDS OF PROFESSIONAL PRACTICE

## TABLE OF CONTENTS

Section	Description
1.	<u>Introduction</u>
2.	<u>Purpose &amp; Scope</u>
3.	<u>General Limitations &amp; Exclusions</u>
4.	<u>Structural Components</u>
5.	<u>Exterior</u>
6.	<u>Roofing</u>
7.	<u>Plumbing</u>
8.	<u>Electrical</u>
9.	<u>Heating</u>
10.	<del>Central Air Conditioning</del> <u>Cooling</u>
11.	<u>Interiors</u>
12.	<u>Insulation and Ventilation</u>

Glossary NOTE: *Italicized* words are defined in the Glossary

---

### 1. INTRODUCTION

1.1 These Standards define the practice of Home Inspection in the State of Arizona.

1.2 These Standards of Practice

- A. provide inspection guidelines.
- B. make public the services provided by private fee-paid *inspectors*.

### 2. PURPOSE AND SCOPE

2.1 Inspections performed to these Standards shall provide the *client* with a better understanding of the property conditions, as *observed* at the time of the inspection.

2.2 *Inspectors* shall:

- A. before the inspection report is delivered, enter into a written agreement with the *client* or their authorized agent that includes:
  - 1. the purpose of the inspection.
  - 2. the date of the inspection.
  - 3. the name, **business** address and certification number of the *inspector*.
  - 4. the fee for services.
  - 5. a statement that the inspection is performed in accordance with these Standards.
  - 6. limitations or exclusions of *systems* or *components* inspected.
- B. observe readily accessible installed systems and components listed in these Standards.

- C. submit a written report to the client which shall:
1. Describe systems and components identified in sections 4-12 of these Standards.
  2. state which systems and components designated for inspection in these Standards have been inspected and any systems and components designated for inspection in these Standards which were present at the time of the inspection and were not inspected and a reason why they were not inspected.
  3. state the condition of systems and components so inspected with specifically descriptive or defined terminology.
  - 3.4. state any systems and components so inspected which were found to be in need of immediate major repair and any recommendations to correct, monitor or ~~evaluate by appropriate persons~~ evaluate by appropriate persons.
- 2.3 These Standards are not intended to limit *inspectors* from:
- A. reporting observations and conditions in addition to those required in Section 2.2.
  - B. excluding systems and components from the inspection if requested by the client.

### 3. GENERAL LIMITATIONS AND EXCLUSIONS

#### 3.1 General limitations:

- A. Inspections done in accordance with these Standards are visual, not technically exhaustive and will not identify concealed conditions or latent defects.
- B. These Standards are applicable to completed buildings ~~with four or less as a~~ single-family dwelling, ~~units along with and~~ their garages and/or carports, ~~and individual dwelling units in a multi-unit building.~~

#### 3.2 General exclusions:

- A. Inspectors are NOT required to report on:
  1. life expectancy of any component or system.
  2. the causes of the need for a major repair.
  3. the methods, materials and costs of corrections.
  4. the suitability of the property for any specialized use.
  5. compliance or non-compliance with applicable codes or regulatory requirements.
  6. the market value of the property or its marketability.
  7. the advisability or inadvisability of purchase of the property.
  8. any component or system which was not observed.
  9. the presence or absence of pests such as wood damaging organisms, rodents, or insects.
  10. cosmetic items, underground items, or items not permanently installed.
  11. property boundary lines or encroachments.

12. product recalls or conformance with manufacturers' installation instructions.

13. the insurability of the property.

B. Inspectors are NOT required to:

1. offer warranties or guarantees of any kind.
2. calculate the strength, adequacy, or efficiency of any system or component.
3. enter any area or perform any procedure which may damage the property or its components or be dangerous to the inspector or other persons.
4. operate any system or component which is shut down or otherwise inoperable.
5. operate any system or component which does not respond to normal operating controls.
6. disturb insulation, move personal items, furniture, equipment, plant life, soil, snow, ice, or debris which obstructs access or visibility.
7. determine the presence or absence of any suspected ~~hazardous substance~~ environmental hazards including but not limited to toxins, fungus, molds, mold spores, carcinogens, noise, electromagnetic fields, hazardous waste, contaminants in soil, water, and air.
8. determine the effectiveness of any system installed to control or remove suspected hazardous substances.
9. predict life expectancy, future conditions, including but not limited to failure of components.
10. project operating costs of components.
11. evaluate acoustical characteristics of any system or component.
12. determine the age of the structure, or component of a building, or differentiate between original construction, and subsequent additions, improvements, replacements or renovations.
13. observe any system, component or any non-primary function that is not included in these Standards.

**3.3 Limitations and exclusions specific to individual systems are listed in following sections.**

## **4. SYSTEM: STRUCTURAL COMPONENTS**

**4.1 The *inspector* shall observe:**

A. structural components including:

1. foundation.
2. floors.
3. walls.
4. columns.
5. ceilings.

6. roofs.

#### 4.2 The Inspector shall:

A. describe the type of:

1. foundation.
2. floor structure.
3. wall structure.
- ~~4. columns.~~
4. ceiling structure.
5. roof structure.

~~B. probe structural components where deterioration is suspected. However, probing is NOT required when probing would damage any finished surface.~~

~~C. B. enter underfloor crawl spaces and attic spaces except when: access is obstructed, when entry could damage the property, or when dangerous or adverse situations are suspected.~~

1. access is obstructed;
2. the clearance is less than a nominal sixteen inches by twenty-four inches.
3. when entry could damage the property; or,
4. when dangerous or adverse situations are suspected

C. report the methods used to inspect underfloor crawl spaces and attics.

D. report signs of water penetration into the building or signs of abnormal or harmful condensation on building components.

## 5. SYSTEM: EXTERIOR

### 5.1 The inspector shall observe:

- A. wall cladding, flashings and trim.
- B. entryway doors and representative number of windows.
- C. garage vehicle doors and door operators.
- D. decks, balconies, stoops, steps, areaways, and porches including railings.
- E. eaves, soffits and fascias.
- F. vegetation, grading, drainage, driveways, patios, walkways and retaining walls with respect to ~~their effect~~ any apparent adverse effect on the condition of the building.

### 5.2 The inspector shall:

- A. describe wall cladding materials.
- B. operate ~~all entryway doors and a~~ representative number of windows and all entryway doors including garage vehicle doors, manually or by using permanently installed controls of any garage door operator.
- C. report whether or not any garage door operator will automatically reverse ~~or stop when meeting reasonable resistance during closing~~ when tested using any available method.

### 5.3 The inspector is NOT required to observe:

- A. storm windows, storm doors, screening, shutters, awnings and similar seasonal accessories.
- B. fences.
- C. safety glazing.
- D. garage vehicle door operator remote control transmitters.
- E. geological conditions.
- F. soil conditions.
- G. recreational facilities.
- H. outbuildings other than garages and carports.
- I. coatings on and the hermetic seals between panes of glass.

## 6. SYSTEM: ROOFING

### 6.1 The *inspector* shall *observe*:

- A. roof coverings.
- B. visible portions of roof drainage systems.
- C. flashings.
- D. skylights, chimneys and roof penetrations.
- E. signs of leaks or abnormal condensation on building components.

### 6.2 The *inspector* shall:

- A. describe the type of roof covering materials.
- B. report the methods used to inspect roofing.

### 6.3 The *inspector* is NOT required to:

- A. walk on the roofing.
- B. observe attached accessories including but not limited to solar systems, antennae, and lightning arresters.
- C. observe underground roof drainage systems.

## 7. SYSTEM: PLUMBING

### 7.1 The *inspector* shall *observe*:

- A. interior water supply and distribution system including:
  - 1. piping materials, including supports and insulation.
  - 2. fixtures and faucets.
  - 3. functional flow.
  - 4. leaks.
  - 5. cross connections.
- B. interior drain, waste and vent system, including:
  - 1. traps; drain, waste, and vent piping; piping supports and pipe insulation.
  - 2. leaks.
  - 3. functional drainage.

- C. hot water systems including:
  1. water heating equipment.
  2. normal operating controls.
  3. automatic safety controls.
  4. chimneys, flues and vents.
- D. fuel storage and distribution systems including:
  1. interior fuel storage equipment, supply piping, venting and supports.
  2. ~~leaks~~
- E. drainage sump pumps.
- F. waste ejector pumps.

**7.2 The inspector shall:**

- A. describe:
  1. visible water supply and distribution piping materials.
  2. visible drain, waste and vent piping materials.
  3. water heating equipment and energy source.
  4. location of the main water and main fuel shutoff valves
- B. operate all plumbing fixtures, including their faucets and all exterior faucets attached to the house.
- C. operate jetted bathtubs.

**7.3 The inspector is NOT required to:**

- A. state the effectiveness of anti-siphon devices.
- B. determine whether water supply and waste disposal systems are public or private.
- C. operate automatic safety controls.
- D. operate any valve except water closet flush valves, fixture faucets and hose faucets.
- E. observe:
  1. water conditioning systems.
  2. fire and lawn sprinkler systems.
  3. on-site water supply quantity and quality.
  4. on-site waste disposal systems.
  5. foundation irrigation systems.
  6. ~~spas, except as to functional flow and functional drainage~~ solar water heating systems.

**8. SYSTEM: ELECTRICAL**

**8.1 The inspector shall observe:**

- A. service entrance conductors.
- B. service equipment, grounding equipment, main overcurrent device, main and distribution panels.
- C. amperage and voltage ratings of the service.

- D. branch circuit conductors, their overcurrent devices, and the compatibility of their ampacities and voltages.
- E. the operation of a representative number of installed lighting fixtures, switches and polarity and grounding of receptacles located inside the house, garage, and on its exterior walls.
- F. ~~the polarity and grounding of all receptacles within six feet of interior plumbing fixtures and all receptacles in the garage or carport, and on the exterior of inspected structures~~ the presence or absence of GFCI and AFCI protection.
- G. the operation of ~~ground fault circuit interrupters~~ readily accessible GFCI devices.
- H. the presence or absence of smoke alarms.
- I. the presence or absence of carbon monoxide alarms.

## 8.2 The inspector shall:

### A. describe:

- 1. service amperage and voltage.
- 2. ~~service entry~~ branch circuit conductor materials.
- 3. service type as being overhead or underground.
- 4. location of main and distribution panels.

### ~~B. report any observed aluminum branch circuit wiring.~~

## 8.3 The inspector is NOT required to:

- A. insert any tool, probe or testing device inside the panels.
- B. test or operate any electrical disconnect or overcurrent protection device, ~~except ground fault interrupters~~ including AFCI devices.
- C. dismantle any electrical device or control other than to remove covers of the main and ~~auxiliary distribution~~ sub panels.
- D. test smoke or carbon monoxide alarms.

### ~~D.~~E. observe

- 1. low voltage electrical components and systems.
- 2. ~~smoke detectors~~.
- 2. telephone, security, cable TV, intercoms, audio-video, home network, wifi systems, electronic controls or any ~~other ancillary wiring that is not a part of the primary electrical distribution system~~ components that are not a part of the primary electrical distribution system.
- 3. geothermal, solar, wind and other renewable energy systems.

## 9. SYSTEM: HEATING

### 9.1 The inspector shall observe:

- A. permanently installed heating systems including:
  - 1. heating equipment.
  - 2. normal operating controls.
  - 3. automatic safety controls.
  - 4. chimneys, flues and vents.

5. ~~solid fuel heating devices~~ distribution systems.
  6. ~~heat distribution systems including fans, pumps, ducts and piping, with supports, dampers, insulation, air filters., registers, radiators, fan coil units, convectors.~~
  7. the presence or absence of an installed heat source in each habitable space.
- B. fuel-burning fireplaces and appliances including, but not limited to:
1. manufactured fireplaces, freestanding stoves, and fireplace inserts.
  2. accessories installed in fireplaces.
  3. chimneys, flues, dampers and vents.
  4. mantles, hearth, floor protection and wall protection.

## 9.2 The inspector shall:

- A. describe:
1. primary energy source.
  2. heating equipment ~~and distribution~~ type.
  3. distribution type
- B. operate the systems using normal operating controls.
- C. open readily openable access panels provided by the manufacturer or installer for routine homeowner maintenance.

## 9.3 The inspector is NOT required to:

- A. operate heating systems when weather conditions or other circumstances may cause equipment damage.
- B. operate automatic safety controls.
- C. ignite or extinguish solid fuel fires, or move fireplace inserts and stoves or firebox contents.
- D. observe:
1. the interior of flues.
  2. ~~fireplace insert flue connections.~~
  2. humidifiers.
  3. electronic air filters.
  4. the uniformity or adequacy of heat supply to the various rooms.
  5. the function and efficiency of multi-zone HVAC system dampers and thermostats.
  6. seals and gaskets.
  7. adequacy of combustion air components.
  8. draft characteristics.
  9. window or portable heating systems.
  10. fireplace insert flue connections
  - 11 automatic fuel feed devices.
  - 12 heat distribution assists (gravity fed and fan assisted).
  - 13 fuel-burning fireplaces and appliances located outside the inspected structures.



14. glass enclosures and screens.

## 10. SYSTEM: ~~CENTRAL AIR CONDITIONING~~ Cooling

### 10.1 The *inspector* shall observe:

- A. ~~central air conditioning including:~~ permanently installed cooling systems including:
1. cooling ~~and air handling~~ equipment.
  2. normal operating controls.
  3. distribution system
  4. air filters.
  5. the presence or absence of an installed cooling source in each habitable space.
- ~~B. distribution systems including:~~
1. ~~fans, pumps, ducts and piping, with supports, dampers, insulation, air filters, registers, fan-coil units.~~
  2. ~~the presence of an installed cooling source in each room.~~

### 10.2 The *inspector* shall:

- A. describe:
1. energy sources.
  2. cooling equipment type.
  3. distribution type.
- B. operate the systems using normal operating controls.
- C. open readily openable access panels provided by the manufacturer or installer for routine homeowner maintenance.

### 10.3 The *inspector* is NOT required to:

- A. operate cooling systems when weather conditions or other circumstances may cause equipment damage.
- B. observe non-central window or portable air conditioners.
- C. observe the uniformity or adequacy of cool-air supply to the various rooms.

## 11. SYSTEM: INTERIORS

### 11.1 The *inspector* shall observe:

- A. walls, ceiling and floors.
- B. steps, stairways, balconies and railings.
- C. counters and a representative number of cabinets.
- D. a representative number of doors and windows.
- E. separation walls, ceilings, and doors between a dwelling unit and an attached garage or another dwelling unit.

- F. ~~sumps~~ installed ovens, ranges, surface cooking appliances, microwave ovens, dishwashing machines and food waste grinders by using normal operating controls to active the primary functions.

**11.2 The inspector shall:**

- A. operate a representative number of primary windows and interior doors.
- B. report signs of water penetration into the building or signs of abnormal or harmful condensation on building components.
- C. report absence of secondary fire egress from bedrooms.

**11.3 The inspector is NOT required to observe:**

- A. paint, wallpaper and other finish treatments on the interior walls, ceilings, and floors.
- B. carpeting.
- C. draperies, blinds or other window treatments.
- ~~D. household appliances~~
- D. recreational facilities or another dwelling unit.
- E. non-primary features of any observed appliance.
- F. installed and freestanding kitchen and laundry appliances not listed in section 11.1.F.

**12. SYSTEM: INSULATION & VENTILATION**

**12.1 The inspector shall observe:**

- A. insulation and vapor retarders in unfinished spaces.
- B. ventilation of attics and foundation areas.
- C. kitchen, bathroom, and laundry venting systems.

**12.2 The inspector shall describe:**

- A. presence or absence of insulation and vapor retarders in unfinished spaces.
- ~~B. absence of same in unfinished space at conditioned surfaces.~~

**12.3 The inspector is NOT required to report on:**

- A. concealed insulation and vapor retarders.
- B. venting equipment which is integral with household appliances.

## GLOSSARY

### Arc Fault Circuit Interrupter (“AFCI”):

A type of safety device that is designed to quickly shut-off electric power in the event of arcing.

### Automatic Safety Controls:

Devices designated and *installed* to protect *systems* and *components* from ~~high or low pressures and temperatures, electrical current, loss of water, loss of ignition, fuel leaks, fire, freezing, or other~~ *unsafe* conditions.

### ~~Central Air Conditioning:~~

~~A *system* which uses ducts to distribute cooled and/or dehumidified air to more than one room or uses pipes to distribute chilled water to heat exchangers in more than one room, and that is not plugged into an electrical convenience outlet.~~

### Client:

A customer who contracts with a home *inspector* for a home inspection.

### Component:

A *readily accessible* and observable aspect of a *system*, such as a floor, or wall, but not individual pieces such as boards or nails where many similar pieces make up the *system*.

### Cross Connection:

A ~~ny~~ physical connection or arrangement between potable water and any source of contamination.

### Dangerous or Adverse Situations:

Situations which pose a threat of injury to the *inspector*, and those situations that require the use of special protective clothing or safety equipment.

### Describe:

Report in writing a *system* or *component* by its type, or other *observed* characteristics, to distinguish it from other *components* used for the same purpose.

### Dismantle:

To take apart or remove any *component*, device or piece of equipment that is bolted, screwed, or fastened by other means and that would not be taken apart or removed by a homeowner in the course of normal household maintenance.

### **Distribution System(s):**

Components including but not limited to; fans, ducts with supports, fan coil units, registers, insulation, pumps, pipes and lines with supports, radiators, and convectors that are used for supplying heating or cooling in *habitable spaces*.

### **Electronic Controls:**

Digital, computerized, low-voltage or solid-state operating devices.

### **Engineering:**

~~Any professional service or creative work requiring education, training, and experience and the application of special knowledge of the mathematical, physical and engineering sciences~~

### **Evaluation by Appropriate Persons:**

~~Examination and analysis by a qualified professional, tradesman, or service technician beyond that provided by the home inspector.~~

### **Functional Drainage:**

A drain is functional when it empties in a reasonable amount of time and does not overflow when another fixture is drained simultaneously.

### **Functional Flow:**

A reasonable flow at the highest fixture in a dwelling when another fixture is operated simultaneously.

### **Ground Fault Circuit Interrupter (“GFCI”):**

A type of safety device that is designed to quickly shut-off electric power in the event of a hot and neutral imbalance

### **Habitable Space:**

A space in a building for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility spaces and similar areas are not considered habitable rooms.

### **Immediate Major Repair:**

A major defect, which if not quickly addressed, will be likely to do any of the following:

1. worsen appreciably
2. cause further damage
3. be a serious hazard to health and/or personal safety

**Inspector:**

A person certified as a home Inspector by the Arizona Board of Technical Registration

**Installed:**

Attached or connected such that the installed item requires tools for removal.

**Major Defect:**

A system or component that is unsafe or ~~not functioning~~ the primary function is not working properly.

**Normal Operating Controls:**

Homeowner operated devices such as a thermostat, wall switch or safety switch.

**Observe:**

The act of making a visual examination of ~~a system or component~~ the primary function of a system or component and reporting on its condition.

**On-site Water Supply Quality:**

Water quality is based on the bacterial, chemical, mineral and solids content of the water.

**On-site Water Supply Quantity:**

Water quantity is the rate of flow of water.

**~~Primary Windows and Doors:~~**

~~Windows and/or exterior doors which are designed to remain in their respective openings year round.~~

**Readily Accessible:**

Available for visual inspection without requiring moving of personal property, dismantling, destructive measures, or any action which will likely involve risk to persons or property.

**Readily Openable Access Panel:**

A panel provided for homeowner inspection and maintenance that has removable or operable fasteners or latch devices in order to be lifted off, swung open, or otherwise removed by one person, and its edges and fasteners are not painted in place. Limited to those panels within normal reach or from a 4-foot stepladder, and ~~which are not blocked by stored items, furniture, or building components~~ otherwise readily accessible.

**Recreational Facilities:**

Spas, saunas, steam baths, swimming pools, tennis courts, playground equipment, and other exercise, entertainment, or athletic facilities.

**Representative Number:**

For multiple identical components such as windows and electrical outlets, the inspection of one such component per room. For multiple identical exterior components, the inspection of one such component on each side of the building.

**Roof Drainage Systems:**

Gutters, downspouts, leaders, splash blocks, and similar components used to carry water off a roof and away from a building.

**Safety Glazing:**

Tempered glass, laminated glass, or rigid plastic.

**Secondary Fire Egress:**

Openings, such as doors or windows, that allow direct access to the exterior of the structure from bedrooms.

**Shut Down:**

A piece of equipment whose safety switch or circuit breaker is in the “off” position, or its fuse is missing or blown, or a system that cannot be operated by the device or control that a home owner should normally use to operate it.

**~~Solid Fuel Heating Device:~~**

~~Any wood, coal, or other similar organic fuel burning device, including but not limited to fireplaces—whether masonry or factory built, fireplace inserts and stoves, woodstoves (room heaters), central furnaces, and combinations of these devices.~~

**Structural Component:**

A component that supports non-variable forces or weights (dead loads) and variable forces or weights (live loads). ~~For purposes of this definition, a dead load is the fixed weight of a structure or piece of equipment, such as a roof structure on bearing walls, and a live load is a moving variable weight added to the dead load or intrinsic weight of a structure.~~

**System:**

A combination of interacting or interdependent components, assembled to carry out one or more functions.

**Technically Exhaustive:**

An inspection is *technically exhaustive* when it involves the use of measurements, instruments, testing, calculations, and other means to develop scientific or engineering findings, conclusions, and recommendations.

**Underfloor Crawl Space:**

The area within the confines of the foundation and between the ground and the underside of the lowest floor structural.

**Unsafe:**

A condition in a *readily accessible, installed system or component* ~~which~~ that is judged by the Inspector to be a significant risk of ~~personal injury during normal, day-to-day use.~~ ~~The risk may be due to damage, deterioration, improper installation or changes in adopted residential construction standards-~~ serious bodily injury during normal day-to-day use.