Department for Communities and Local Government

bre

ENGLISH HOUSING SURVEY

2016/17

Please tick both boxes and scan barcode before editing the form

1. Edit form **2. Activate scan**

Barcode

3. Scan barcode

AREA ADDRESS

Surveyor

1. Survey record

SPSS FIRSTIMP

		FRECL1... Visit 1		FRECL2... Visit 2		FRECL3... Visit 3		FRECL4... Visit 4		FRECL5... Visit 5	
Visit / telephone call made	...VM	Y	N	Y	N	Y	N	Y	N	Y	N
Was this a booked appointment?	...AP	Y	N	Y	N	Y	N	Y	N	Y	N
		Day	Month	Day	Month	Day	Month	Day	Month	Day	Month
Record date of this call		...DY	...MT								
(24 hour clock)		Hr	mm	Hr	mm	Hr	mm	Hr	mm	Hr	mm
Start time		...SH	...SM								
Finish time		...FH	...FM								
Outcome	...CO										
Full/completed survey		1		1		1		1		1	
Partial survey/comeback to finish		2		2		2		2		2	
Partial survey then refusal		3		3		3		3		3	
Refusal on doorstep		4		4		4		4		4	
HQ refusal after surveyor visit				5		5		5		5	
Household missed appointment - no / unproductive contact		6		6		6		6		6	
Household missed appointment - rescheduled		7		7		7		7		7	
Surveyor missed appointment - no contact		8		8		8		8		8	
Surveyor missed appointment - rescheduled		9		9		9		9		9	
Speculative call - no / unproductive contact		10		10		10		10		10	
Speculative call - appointment scheduled		11		11		11		11		11	
HMO referred to Regional Manager		12		12		12		12		12	
Address untraceable		13		13		13		13		13	
Dwelling derelict		14		14		14		14		14	
Dwelling demolished		15		15		15		15		15	
No longer usable as dwelling		16		16		16		16		16	
Other reason for non-survey		17		17		17		17		17	
HQ USE ONLY - Lost/written off		18		18		18		18		18	

SPSS FIRSTIMP

2. Dwelling identification

Reason for non survey:

FRENOSV

Is the dwelling address passed on to you by the interviewer a single dwelling?

Y / N → **Is address**

Part of dwelling 1 | More than one dwelling 2 | Dwelling with non-residential 3 — FADSAM

Y → FADINTA → **Go to Section 3**

Part of dwelling 1 → Number of addresses at dwelling — FADSAMA

More than one dwelling 2 → Number of dwellings at address — FADSAMB

Dwelling with non-residential 3 → Number of dwellings at address — FADSAMC

Address surveyed same as that passed on by interviewer — Y / N — FADINTV

Y → **Go to Section 3**

N → **Notify your RM of amended address**

3. Dwelling description and occupancy SPSS FIRSTIMP

Type of occupancy ***(clarify with household)***

FODISHMO

Single family dwelling 1	Shared house 2	Household with lodgers 3	Bedsits or flatlets 4	Purpose built with shared amenities 5	Hostel/ B&B 6

HMO premises: discuss with RM if necessary complete questions on page 8

Dwelling type ***(clarify with household)*** FODDTYPE

House/bungalow					Flat		
End terrace 1	Mid terrace 2	Semi detached 3	Detached 4	Temporary 5	Purpose built 6	Converted 7	Non residential plus flat 8

Tenure ***(clarify with household)*** FODTENUR

Owner occupied 1	Private rented 2	Local authority 3	Housing association (RSL) 4

Construction date ***(clarify with household)*** FODCONST

Estimate actual construction date FODCONAC

Pre 1850 1	1850-1899 2	1900-1918 3	1919-1944 4	1945-1964 5	1965-1974 6	1975-1980 7	1981-1990 8	1991-1995 9	1996-2002 10	Post 2002 11

Occupancy ***(ask where possible)*** FODOCCUP

Occupied	Vacant						
1	Awaiting another owner 2	Awaiting another tenant 3	Awaiting demolition 4	Being modernised 5	New never occupied 6	Being used for other purpose 7	Other (specify) 8

FODOCOTH

If occupied: how long have the current occupants lived here? Years FODLIVEY Months FODLIVEM

If vacant: how long has the dwelling been vacant? Years FODVACNY Months FODVACNM

If occupants have moved in within the last 6 months, ask for date:- Day FODEXDAY Month FODEXMON Year FODEXYRS

Source of information on tenure and occupancy FODSORCE

Occupant 1	Neighbour 2	Caretaker/ warden/agent 3	Estimate/ appearance 4	Other (specify): 5 FODSOTH

IDENTIFY MODULE NOW SPSS FIRSTIMP

4. Module associated with the address surveyed

House (single unit) 1 → Go to Section 5

Converted building (multiple units) 2 — FMODULE — Purpose built flats (multiple units) 3

Have all the accommodation units exclusive use of key amenities? FMODISSC

Yes - sole use 1 → Go to Section 5

Mix (e.g. some sole use, some shared amenities) 2

No (all units share at least one amenity) 3

Number of units with exclusive use of amenities FMODSC

Number of units which share amenities FMODNON

SPSS INTERIOR

5. Interior

		..LIV.. Living room		..KIT.. Kitchen		..BED.. Bedroom		..BAT.. Bathroom		..CIR.. Circulation		..GAR.. Integral garage		..BAL.. Integral balcony		..EX1.. Extra room 1		..EX2.. Extra room 2		..EX3.. Extra room 3		..EX4.. Extra room 4		..EX5.. Extra room 5		..EX6.. Extra room 6		..EX7.. Extra room 7		Habitable rooms (specify No)
Does room exist?	FIN...EX	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	FINROOMS
Level (B, G, 1, 2, 3 etc	FIN...LE																													
Function (L, K, S, T, D,	FIN...FU																													
Room inspected?	FIN...IN	Y	N	Y	N	Y	N	Y	N	Y	N																			
Ceiling height (metres)	FIN...CL	•		•		•		•		•																				
Width (metres)	FIN...WI	•		•		•																								
Depth (metres)	FIN...DE	•		•		•																								

SPSS INTROOMS

Ceilings (answer in tenths)

		Y	N	Y	N	Y	N	Y	N	Y	N
Faults?	FINCLGFL										
Take down and rene	FINCLGRN										
Isolated repair, fill crac	FINCLGRP										
Leave	FINCLGLV										

Floors (answer in tenths)

		Y	N	Y	N	Y	N	Y	N	Y	N
Solid floors?	FINFLRSF										
Faults?	FINFLRFL										
Replace structure	FINFLRRN										
Replace only boards or screed	FINFLRRP										
Leave	FINFLRLV										

Walls (answer in tenths)

		Y	N	Y	N	Y	N	Y	N	Y	N
Faults?	FINWLSFL										
Rebuild partition wal	FINWLSRN										
Hack-off, replaste	FINWLSPL										
Isolated repair, fill crack	FINWLSRP										
Leave	FINWLSLV										
Dry lining present?	FINWLSDL	Y	N	Y	N	Y	N	Y	N	Y	N
Internal insulation	FINWLSII	Y	N	Y	N	Y	N	Y	N	Y	N

Doors (answer in numbers)

		Y	N	Y	N	Y	N	Y	N	Y	N
Faults?	FINDRSFL										
Renew	FINDRSRN										
Repair/rehang	FINDRSRP										

Windows/Frames

		Y	N	Y	N	Y	N	Y	N	Y	N
Faults?	FINWNDFL										
Means of escape?	FINWNDES										
Secondary glazing for sound insulat	FINWNDSI										

Heating & Services

		Y	N	Y	N	Y	N	Y	N	Y	N
CH/prog. appliance	FINHTGCH										
Fixed other heater?	FINHTGFX										
Fluorescent/low energy li	FINHTGLG										

Defects

	FINDFX...	Living room	Kitchen	Bedroom	Bathroom	Circulation	Other rooms
Rising (ground level) damp	..RD	Y	Y	Y	Y	Y	Y
Penetrating (higher level) damp	..PD	Y	Y	Y	Y	Y	Y
Serious condensation/mould growt	..MO	Y	Y	Y	Y	Y	Y
Inadequate natural light	..NL	Y	Y	Y	Y	Y	Y
Inadequate artificial light	..AL	Y	Y	Y	Y	Y	Y
Inadequate room ventilatio	..RV	Y	Y	Y	Y	Y	Y
Inadequate appliance ventilation	..VT	Y	Y	Y	Y	Y	Y
Wood boring insect attack	..IN	Y	Y	Y	Y	Y	Y
Dry/wet rot	..RT	Y	Y	Y	Y	Y	Y
Evidence of mice	FINVERMS	Y	Y	Y	Y	Y	Y
Evidence of rats	FINVERAT	Y	Y	Y	Y	Y	Y

Stairs within dwelling FINSTR...

Present?	...PR	Y	N
Open Plan?	...OP	Y	N
Faults?	...FL	Y	N
Replace structure	...RN	Y	
Replace treads	...TR	Y	
Replace balustrades	...BL	Y	
Repair/refix treads/balustrades	...RP	Y	

Security of dwelling FINSEC...

		High	Fairly high	Fairly low	Low	Very low	Not Applic
Main entrance door	..ME	1	2	3	4	5	
Other external door	..OT	1	2	3	4	5	8
Accessible windows	..WN	1	2	3	4	5	8

Burglar alarm present?	..BA	Y	N
Door viewer present?	..VW	Y	N
Smoke detector(s)	..SM	Y	N
Carbon monoxide detector? Clarify with housel	..CO	Y	N

Accessibility

FINFLUSH	Flush threshold <15mm?	Y	N
FINBEDEN	Room on entrance level suitable for bedroom?	Y	N
FINBATEN	Bathroom at entrance level?	Y	N
FINWCEN	WC at entrance level?	Y	N
FINWAWEN	Wheelchair accessible WC at entrance level?	Y	N
FINTRPEN	Change in floor level/trip steps at entrance level?	Y	N
FINCIRCU	Doorsets and circulation meet part M?	Y	N
FINLANDS	Straight stairs with landings >900mm?	Y	N

Adaptations for disabled people

Ramps?	FINRAMPS	Y	N
Grab rails?	FINGRABR	Y	N
Stair lift/through floor lift?	FINLIFTS	Y	N
Hoists?	FINHOIST	Y	N
Electrical modifications?	FINELECM	Y	N

HHSRS

FINHS...		Significantly lower risk than average	Average risk	Significantly higher risk than average
Falling on stairs etc	..STR	1	2	3
Falling on level surfaces	..LVL	1	2	3
Falling between levels	..BTW	1	2	3
Fire	..FIR	1	2	3
Flames, hot surfaces, et	..HOT	1	2	3
Damp and mould growth	..DAM		2	3

If '3', score HHSRS in Section 22

FINOT...

FINHS...		Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
Entry by intruders	..ENT	1	2	3	4
Noise	..NOI	1	2	3	4
Collisions and entrapmer	..CEN	1	2	3	4
Excess heat	..EXH	1	2	3	4
Lighting	..LIT	1	2	3	4
Domestic hygiene, pests and refuse	..DHY	1	2	3	4

Describe 'extreme risk' in Section 22

Rats and Mice

FINOTMIC	Traps seen?	FINTRAPS	Y N
	Chemicals seen	FINCHEMS	N
FINOTRAT	ype of evidence — Other visual evide	FINVISUA	N
	Told about it?	FINTOLDA	N

5. Interior – amenities

SPSS AMENITY

Kitchen amenities

	FINCLD...	..PR Present		..WK Working		..AC Action: None	Minor repair	Major repair	Replace	Install
Cold water drinking supply?		Y	N	Y	N	1	2	3	4	5
Hot water?	FINHOT..	Y	N	Y	N	1	2	3	4	5
Sink?	FINSNK...	Y	N	Y	N	1	2		4	5
Fixed waste?	FINWST...	Y	N	Y	N	1	2		4	5
Cooking provision?	FINCOK..	Y	N	Y	N	1	2	3	4	5
Cupboards?	FINCUP...	Y	N	Y	N	1	2	3	4	5
Worktop	FINWRK...	Y	N	Y	N	1	2	3	4	5
Extractor fan?	FINKXT...	Y	N	Y	N					

Drinking water supply pipework

	Pipework seen	Lead present	Mains
Before stopcock?	FINPIPEB	FINLEADB	FINMAINS
After stopcock?	FINPIPEA	FINLEADA	

Y	N	Adequate cooker space? FINCOOKR
Y	N	Adequate cupboard units? FINCUPUN

Under 1.5m	1.5 - 3m	Over 3m	Worktop *(metres)* FINWORKT
1	2	3	

Are there significant problems with: Space FINKDFSP; Layout FINKDFLA; Cleanability FINKDFCB

Kitchen adapted for disabled use? FINKITDU

Kitchen amenities last refurbished FINKITLR	Original	Pre 1960	1960's	1970's	1980's	1990's	2000's	2010's	In progress
	9	1	2	3	4	5	6	7	8

Actual date of kitchen refurbishment (if known) FINKITRE

Bathroom amenities

	FINBAT...	..PR Present		..WK Working		..HC Hot & cold water		..AC Action: None	Minor repair	Major repair	Replace	Install	..FL Floor: Basement	Ground	Specify
Bath/shower?		Y	N	Y	N	Y	N	1	2		4	5	BB	GG	
Wash hand basin?	FINWHB...	Y	N	Y	N	Y	N	1	2		4	5	BB	GG	
W.C.?	FINLOO...	Y	N	Y	N			1	2	3	4	5	BB	GG	
Extractor fan in bathroom?	FINBXT..	Y	N	Y	N										

Badly located? FINBADLO

No. of external surfaces FINSURFA

Internal?	Close to whb?	In bathroom?	If WC not in bathroom: Extractor fan?
..IN	..WH	..BA	..EX

Are there significant problems with: Space FINBDFSP; Layout FINBDFLA; Cleanability FINBDFCB; Location FINBDFLO

Is any bathroom wheelchair accessible? FINBATWA

Bath/shower last refurbished FINBATLR	Original	Pre 1960	1960's	1970's	1980's	1990's	2000's	2010's	In progress
	9	1	2	3	4	5	6	7	8

Actual date of bath/shower refurbishment (if known) FINBATRE

Secondary amenities

	FIN2KI...	..PR Present		..WK Working		..HC Hot & cold water		..FL Floor: Basement	Ground	Specify	..ES In bedroom/ en-suite		..IN Internal?
Second kitchen?		Y	N			Y	N	BB	GG				
Second bath/shower?	FIN2BT...	Y	N	Y	N	Y	N	BB	GG		Y	N	
Second wash hand basin?	FIN2WH...		N	Y	N	Y	N	BB	GG		Y	N	
Second W.C.?	FIN2LO...	Y	N	Y	N			BB	GG		Y	N	Y N

HHSRS - hazards relating to whole dwelling interior

Hazards that may pose an extreme risk

		Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
Falls associated with baths etc.	FINHSFBA	1	2	3	4
Water Supply	FINHSWAT	1	2	3	4
Food Safety	FINHSFOD	1	2	3	4
Personal hygiene, sanitation and drainag	FINHSPHY	1	2	3	4
Position and operability of amenities	FINHSPOA	1	2	3	4

Describe 'extreme risk' in Section 22

SPSS SERVICES

5. Interior - Primary services

Gas system

Present? FINGASPR Mains suppl FINGASMS

FINGASAC

Action	None	Minor Repair	Major Repair	Replace
	1	2	3	4

Smart meter? FINGASTM

Housing Health and Safety Rating System (HHSRS)

	Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
Uncombusted fuel ga FINHSUNG		2	3	4
Explosions FINHSEXP	1	2	3	4

Describe 'extreme risk' in Section 22

Electrical system

Present? FINELEPR Y N

Normal mains supply? FINELEMS Y N

Smart meter? FINELETM Y N U

Off-peak supply? FINOPELE Y N

Location of meters FINELEDC	Under stairs or on wall 1	Special cupboard 2	External access to meter 3	Mixture 4	Unknown 5
Type of wiring FINELEWI	Lead or rubber covered 1	PVC sheathed 2		Mixture 4	Unknown 5
Earthing wires FINELEEA	Unsheathed or green cover 1	Yellow and green sheath 2		Mixture 4	Unknown 5
Consumer unit arrangement FINELECU	Separate fuse boxes for each circuit 1	One or two "covered boxes" 2	One or two "accessible boxes" 3	Mixture 4	Unknown 5
Overload protection FINELEOP	Wire fuses 1	Cartridge fuses 2	MCB's 3	Mixture 4	Unknown 5
Personal protection FINELEPP	No RCD's 1	RCD in consumer unit 2	Separate RCD's 3	Mixture 4	Unknown 5
Power sockets FINELEPS	Round 2 or 3 pin 1	Square 3 pin 2		Mixture 4	Unknown 5
Lighting circuits FINELELC	Wooden mounting blocks 1	Flush mounted switches or roses 2		Mixture 4	Unknown 5

Action FINELEAC	None	Minor Repair	Major Repair	Replace	Install
	1	2	3	4	5

Housing Health and Safety Rating System (HHSRS)

	Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
Electrical safety FINHSELS	1	2	3	4

Describe 'extreme risk' in Section 22

Cavity wall insulation

Is there any evidence of cavity wall insulation in/around the electricity or gas meters? FINCWIME Y N

Ventilation

Total number of open fireplaces FINNOFIR

SPSS SERVICES

5. Interior – space heating

Primary heating

Present? FINCHEAT

If present: Main heat source in winter? (ask household) FINCHPHS

FINCHLOC

Location of system

Individual	Communal system		
	Estate	Block	Group of dwellings
1	2	3	4

If communal, number of dwellings served FINCHNOD

FINCHTYP

If present:

Primary heating group

Central heating (wet)	Storage heaters	Warm air	Communal/ CHP	Electric ceiling/ underfloor	Room heaters
1	2	3	4	5	6

Distribution type FINDISTY

Radiators	Underfloor
1	2

Primary heating fuel FINMHFUE

Gas			Oil	Solid fuel			Biomass	Electricity				Communal	
Mains	Bulk LPG	Bottled		Coal	Smokeless fuel	Anthracite		Standard	7 hr tariff	10 hr tariff	24 hr tariff	CHP/Waste heat	From boiler
01	02	03	04	05	06	07	08	09	10	11	12	13	14

Biomass type FINMHBIT

Wood chips	Wood logs	Wood pellets	Gas	Oil
1	2	3	4	5

Primary heating type FINMHBOI

Standard (non condensing)	Back boiler	Combination (non condensing)	Condensing	Condensing Combi	Combined primary storage unit	No boiler	Unknown
1	2	3	4	5	6	7	9

CRITICAL INFORMATION — FROM TABLE

Primary heating appliance
First digit should match code for primary heating group

Code FINCHBCD

Clarify with household → Primary heating **system** working? FINCHWRK (Y / N)

Primary heating applian FINCHBAC

Primary heating distribu FINCHDAC

Action: None	Minor repair	Major repair	Replace	Age
1	2	3	4	FINCHBAG / FINCHDAG

Clarify with household

If boiler (or heat pump) system:

Manufacturer name: FINCHBMA

Model name/number: FINCHBMO

Primary heating controls *(non storage heaters)*

	Present?		Present?	
Overall on/off	Y FINCHOFF	Radiator controls (manual)	Y N U	FINCHCON
Boiler thermostat	Y FINCHTHE	TRVs / appliance thermostat	Y N U	FINCHTRV
Timer	Y FINCHTIM	Time and temperature zone control	Y N U	FINCHTZC
Manual override on timer	Y FINCHOVE	Delayed start thermostat	Y N U	FINCHDST
Room thermostat	Y FINCHROM			

Primary heating controls *(storage heaters)*

	Present?	
Manual charge control	Y N U	FINCHMCC
Automatic charge control	Y N U	FINCHACC
Celect type control	Y N U	FINCHCTC

Other heating

Present? FINOHEAT — Main heat source in winter? (ask household) FINOPHS

FINOHTYP

Type of system

Mains gas fires									LPG	Electric heaters			Solid fuel heaters		Paraffin	Other
Open flue	Balanced flue	Fan assisted	Cond-ensing	Live effect - sealed to chimney	Live effect fan assisted flue	Decorative open to chimney	Flueless	Unknown	Fixed heaters	Panel, convector or radiant	Portable	Individual storage heater	Open fire	Stove/ space heater	Portable heaters	
01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17

FINOHACT

None	Minor repair	Major repair	Replace	Age
1	2	3	4	FINOHAGE

HHSRS

FINHSCO Carbon monoxide and fuel combustion products

Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
1	2	3	4

Describe 'extreme risk' in Section 22

SPSS SERVICES

Hot water system

Present? FINWHEAT

If present indicate all systems available

	Present? ...PR		Fuel ...TY								...AC Action: None	Minor repair	Major repair	Replace	...AG Age
Boiler with central heating FINWHC...	Y	N													
Boiler (water heating only) FINWHO...	Y	N	Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Coal 05	Smokeless 06	Anthracite 07	Biomass 08	1	2	3	4	
Back boiler (water heating only) FINWHX...	Y	N	Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Coal 05	Smokeless 06	Anthracite 07	Biomass 08	1	2	3	4	
Single immersion heater FINWSI...	Y	N	Standard 09	7 hr tariff 10	10 hr tariff 11	24 hr tariff 12					1	2	3	4	
Dual immersion heater FINWDI...	Y	N		7 hr tariff 10	10 hr tariff 11	24 hr tariff 12					1	2	3	4	
Separate instantaneous heater (Single) FINWSP..	Y	N	Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Standard 09				1	2	3	4	
Separate instantaneous heater (Multi-point) FINWMP..	Y	N	Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Standard 09				1	2	3	4	
Communal FINWHL...	Y	N	CHP/waste 13	From boiler 14											
Other FINWOT...	Y	N	Specify:						Fuel from facing page FINWOTFU						

Cylinder present? FINWHCYL

Cylinder seen? FINWHCSN

If cylinder seen:

Size/volume FINWHSIZ

450 x 900mm (110 l) 1	450 x 1050mm (140 l) 2	450 x 1500mm (210 l) 3	450 x 1650mm (245 l) 4

Cylinder insulation FINWHINS

Foam Factory insulated 1	Jacket Loose jacket 2	Other 3	None 4

Cylinder insulation thickness FINWHMMS

0 1	12.5mm 2	25mm 3	38mm 4	50mm 5	80mm 6	100mm 7	150mm 8

Water heating controls?

	Present?			
Time clock for water heating	Y	N	U	FINWHCEN
Cylinder thermostat	Y	N	U	FINWHTHE

6. Loft inspection SPSS SERVICES

Inspect <u>all</u> houses and top floor flats

FINLOPOS

House/ Bungalow 1	Top floor flat 2	Mid floor flat 3	Ground floor flat 4	Basement flat 5
		GO TO SECTION 7		

Loft information from: FLIINFOR

Inspection 1	Occupant 2	No loft (flat or very shallow pitched roof) 8	no information 9
		GO TO SECTION 7	

Type of loft FLITYPES

Fully boarded 1	No boarding or partial boarding 2	Room(s) with permanent stairs 3	Don't know 9

Roof insulation above living space? FLIINSUL

Yes 1	No 2	Don't know 9

Type of loft Insulation FININTYP

Mineral wool/ fibre glass 1	Vermiculite beads 2	High performance quilt 3	Rigid foam board 4	Not applicable 8	Don't know 9

Approximate thickness of loft insulation FLITHICK

No insulation 00	25mm 01	50mm 02	75mm 03	100mm 04	125mm 05	150mm 06	200mm 07	250mm 08	300mm 09	>300mm 10	Don't know thickness 99

Any roof structure problems seen? FLIPROBS

Is there any evidence of cavity wall insulation in the loft? FLICWIEV

If yes, describe and transfer to Section 21 FLIDESC

SPSS HQ

7. Household questionnaire

Questions asked? FHQASKED

1. Do you have **cavity wall insulation?** FHQCAVIT
   Record in elevation features (section 16) if seen and complete wall insulation summary (section 19)

2. Do you have **internal wall insulation?** FHQINSWI
   Record in walls (section 5) if seen and complete wall insulation summary (section 19)

3. Do you have **external wall insulation?** FHQEXTWI
   Record in elevation features (section 16) if seen and complete wall insulation summary (section 19)

4. Do you have access to a **garage/private parking space?** FHQGARAG

5. Do you have a water meter? FHQWAMET Y N U

6. **If yes**, are you charged according to the amount you use? FHQWMCH Y N U

7. Are you directly connected to mains drainage operated by a water/sewage con FHQWASTE Y N U

8. Do you have an 'in house' display which shows your property's energy consum FHQINHOS Y N U

9. Does any part of your home get uncomfortably hot? FHQOHANY Y N U
   (even when your heating is off and the windows are open)

10. **If yes**, which rooms are particularly affected.

Bedrooms	Living rooms	Attic room	Conservatory
Y N	Y N	Y N	Y N
FHQOHBED	FHQOHLIV	FHQOHATT	FHQOHCON

Rats and mice

11. (a) Have you had problems with rats or mice over the last 12 months?

If yes to either:

(b) Do you still have a problem with rat[illegible] FRAMIC... Mice

(c) Where is the problem with the rats [illegible] FRARAT... Rats located? **Code all that apply**

(a) Problem ...PR		(b) Current problem ...CP					(c) Location of problem					
		Current	Not current			Unknown	Home ...HO		Garden ...GD		Common areas ...CA	
Y	N	1	2			9	Y	N	Y	N	Y	N
Y	N	1	2			9	Y	N	Y	N	Y	N

If **current** problem with **Rats or Mice**, ask to see evidence and record on form (section 5: rats and mice, section 19: rats and mice)

Surveyor check:
Have you clarified with the household:

- page 2: Tenure, age, length of residence FCHTEN Y N
- page 4: Date of refurbishment of kitchen, bathroom and WC? FCHREE Y N
- page 6/7: Age of boiler and heating systems, Is boiler working, Primary winter heat [illegible]? FCHBOH Y N
- page 14: Date of improvements/alterations to dwelling FCHALT Y N

COMPLETE FOR HMO USE ONLY

- Number of accommodation units in dwelling FMONUMAC
- Number of households in dwelling/occupied units FMONUMHH
- Total number of occupants in dwelling FMONUMOC
- Number of shared kitchens FMOSHKIT
- Total number of WC's FMOTOTWC
- Number of shared WC's FMOSHWC

8. Details of flat SPSS FLATDETS

Plan of flat **Draw plan of module and locate flat within it.** Show if measurements have been rectangularised

Back

Left

Right

Front

Tenths of wall exposed
(Columns add up to 10)

	Front wall	Fenestration area m²	Back wall	Fenestration area m²	Left wall	Fenestration area m²	Right wall	Fenestration area m²
To outside air	FDFFROOA	FDFFROFA	FDFBCKOA	FDFBCKFA	FDFLFTOA	FDFLFTFA	FDFRIGOA	FDFRIGFA
To internal accessways	FDFFROIA		FDFBCKIA		FDFLFTIA		FDFRIGIA	
To other flats	FDFFROOF		FDFBCKOF		FDFLFTOF		FDFRIGOF	

(For Fenestration area use whole numbers only)

Entry floor to dwelling proper
(level of first actua… FDFENTRY

Basement	Ground	Specify	Unknown
BB	GG	FDFENTYN	99

Dimensions of flat (internal and rectangularised)

No. of floors in flat: FDFFLOOR

	Level *(B, G, 1, 2 etc)*			External dimensions same as module	Width *(metres)*	Depth *(metres)*
	Basement	Ground				
Main floor	BB FDFMAINL	GG	FDFMAINN	FDFSAMED	FDFMAINW	FDFMAIND
Next floor	None exists NN	Basement BB FDFNEXTL	Ground GG FDFNEXTN		Same as above SSS FDFNEXTW	Same as above SSS FDFNEXTD

If yes, record at section 13

SPSS COMMAC

9. Common parts of module.

Common parts exist

FCPPRES **IF NO**, GO TO SECTION 10

		Accessway						Lifts	
		Main horizontal of typical/ upper level		Stairway on typical/ upper level		Main entrance to module			
Does access/area exist?	FCPEXIST	Y	N	Y	N	Y	N	FCPLFTEX	
Balcony/**D**eck/**C**orridor/**L**obby	FCPTYPES								
Spacious/**A**verage/**T**ight	FCPSIZES							FCPLFTSZ	
Enclosed?	FCPENCLO	Y	N	Y	N	Y	N		
In module?	FCPINMOD	Y	N	Y	N	Y	N	FCPLFTIN	
Working?								FCPLFTWK	
Lift controls accessible to wheelchair user?								FCPLFTWU	
Lift controls accessible to a visually impaired person?								FCPLFTVP	

Floors/ treads *(answer in m²)*

Faults?	FCPFLRFL	Y	N	Y	N	Y	N
Modify structure	FCPFLRMO						
Renew surface	FCPFLRRN						
Repair surface	FCPFLRRP						

Walls *(answer in m²)*

Faults?	FCPWLSFL	Y	N	Y	N	Y	N
Modify structure	FCPWLSMO						
Renew surface	FCPWLSRN						
Repair surface	FCPWLSRP						
Repaint surface	FCPWLSPA						

Ceilings/soffits *(answer in m²)*

Faults?	FCPCLNFL	Y	N	Y	N	Y	N
Modify structure	FCPCLNMO						
Renew surface	FCPCLNRN						
Repair surface	FCPCLNRP						
Repaint surface	FCPCLNPA						

Access doors/screens *(answer in numbers)*

Faults?	FCPAXDFL	Y	N	Y	N	Y	N
Replace	FCPAXDRN						
Repair/rehang	FCPAXDRP						
Repaint	FCPAXDPA						

Accessway windows *(answer in numbers)*

Faults?	FCPAXWFL	Y	N	Y	N	Y	N
Replace	FCPAXWRN						
Repair	FCPAXWRP						
Repaint	FCPAXWPA						

Accessway lighting *(answer in numbers)*

Faults?	FCPAXLFL	Y	N	Y	N	Y	N
Replace light fittings	FCPAXLFT						
Replace light switches	FCPAXLSW						

Balustrades *(answer in metre lengths)*

Faults?	FCPBALFL	Y	N	Y	N	Y	N
Replace	FCPBALRN						
Repair	FCPBALRP						

Security of module

FCPACCES — Type of access

Multiple access	Single access	Restricted access
...PR	...WK	...IN

		Present?		Working?		In module?	
FCPCON...	Concierge system	Y	N	Y	N	Y	N
FCPENT...	Door entry system	Y	N	Y	N	Y	N

Fire safety of flat surveyed

Escape route from flat surveyed to final exit from building — FCPESCAP

Flat is final exit	Through another flat	Through another flat and common areas	Through common areas
1	2	3	4

Fire precautions

		...PR	...AC			
		Present	Action			
			None	Minor	Major	Renew
Protection to stairs/lobbies?	FCPPRO...		1	2	3	4
Self closing fire doors?	FCPCLO...	Y N	1	2	3	4
Fire extinguishers?	FCPEXT	Y N	1	2	3	4
Emergency lighting?	FCPEML..	Y N	1	2	3	4
Sign posting?	FCPSGN...	Y N	1			4
Safe practices?	FCPSAF...	Y N				
Alternative route?	FCPALT...	Y N				
Alarm system?	FCPALM...	Y N	1	2	3	4

Contribution to problems (within survey module)

		None	Minor	Major
Vandalisı	FCPVANDA	1	2	3
Graffiti	FCPGRAFF	1	2	3
Litter/rubb	FCPLITTR	1	2	3

HHSRS - common areas *(affecting flat surveyed)*

		Significantly lower risk than average	Average risk	Significantly higher risk than average
FCPHSSTR	Falling on stairs etc	1	2	3
FCPHSLVL	Falling on level surfaces	1	2	3
FCPHSBTW	Falling between levels	1	2	3
FCPHSFIR	Fire	1	2	3
FCPHSHOT	Flames, hot surfaces, etc	1	2	3
FCPHSDAM	Damp and mould growth		2	3

If '3', score HHSRS in Section 22

10. Number of flats in module SPSS NUMFLATS

This section is critical. Make every attempt to record correct number of flats in module

Number of flats in module

Specify	Unknown
FNOFLATS	999

DOUBLE CHECK the number of flats against what you have defined as your module in **Section 8** before continuing

---

Level of lowest flat

FNOLOWES

Basement	Ground floor	Floor	Unknown
B	G		9

Use of ground floor

FNOGRUSE

Dwelling only	Dwelling and services	Services only	Dwelling and non residential	Non residential only	Dwelling and void	Other
1	2	3	4	5	6	7

Use of basement

FNOBSUSE

No basement	Dwelling only	Dwelling and services	Services only	Dwelling and non residential	Non residential only	Dwelling and void	Other
8	1	2	3	4	5	6	7

Non residential use

FNORESAR

If any non residential use, % total floor area of module in non residential use

No non residential	Specify %	Unknown
88		99

If 'dwelling with non residential': non residential use

FNOREUSE

Not 'dwelling with non residential'	Shop/ business	Office	Industrial/ Institutional	Surgery	Public House	Hotel	Other
8	1		3	4	5	6	FNOREOTH 7

If 'dwelling with non residential':
Does the non-residential use include the handling/processing of food for commercial purposes? FNORESFD

Other flats in module

Are they?

FNOOTHER

Survey flat is only one in module	Mostly same as survey dwelling	Mostly small flats	Mostly large flats	Mixture of small/large flats	Mixture of flats/ maisonettes	Unknown
8	1	2	3	4	5	9

Approximate number of vacant flats in module

FNOVACNT

Survey flat is only one in module	Specify
888	

11. Shared facilities and services *(within 100m of survey dwelling)*

SPSS SHARED

Do shared facilities/services exist? Y | N **IF NO**, GO TO SECTION 12

FFCSHARE

Stores and common rooms

	...PR Present?		Location ...LO Integral?	Not Integral?	Action ...AC None	Minor	Major
Tenant stores FFCTEN...	Y	N	1	2	1	2	3
Bin stores FFCBIN...	Y	N	1	2	1	2	3
Paladin stores FFCPAL...	Y	N	1	2	1	2	3
Laundry FFCLAU...	Y	N	1	2	1	2	3
Drying room FFCDRY...	Y	N	1	2	1	2	3
Community room FFCCOM..		N	1	2	1	2	3
Warden caretaker office	Y	N	1	2	1	2	3

FFCWAR..

Common/electrical services

	...PR Present?		Action ...AC None	Minor	Major
CCTV FFCCCT..	Y	N	1	2	3
TV reception FFCTVR...	Y	N	1	2	3
Lightning conductor FFCHTG.		N	1	2	3
Communal heating FFCHEA.		N	1	2	3
Burglar alarm syster FFCBUR..		N	1	2	3
External lighting FFCLIT...	Y	N	1	2	3

Communal parking facilities

	...PR Present?		...LO Location Integral?	Not Integral?	...AC Action None	Minor	Major
Garages FFCGAR...	Y	N	1	2	1	2	3
Multi storey parking FFCMUL...		N	1	2	1	2	3
Underground parking FFCUND...		N	1	2	1	2	3
Roof parking FFCROO...	Y	N	1	2	1	2	3
Other covered parking FFCCOV..		N	1	2	1	2	3
Open air parking bays	Y	N			1	2	3

FFCAIR...

Surfaces and fences

	...PR Present?		...AC Action None	Minor	Major
Drying areas FFCDAR..	Y	N	1	2	3
Children's play a FFCPLA..	Y	N	1	2	3
Unadopted estate roads	Y	N	1	2	3

FFCRDS..

Landscaping

	...PR Present?		Action ...AC None	Minor	Major
Paths FFCPAT..	Y	N	1	2	3
Walls/fences FFCWAL..	Y	N	1	2	3
Hard landscapi FFCHRD..	Y	N	1	2	3
Grass/planting FFCGRA..	Y	N	1	2	3

Contribution to problems in condition (outside survey module)

	None	Minor	Major
Vandalism FFCVAND	1	2	3
Graffiti FFCGRAFF	1	2	3
Litter/rubbish FFCLITTR	1	2	3

Design of paths

ANSWER IF PATHS PRESENT ('Y' IN BOX ABOVE)

Paths	Yes	No	Not applicable
At least 900mm wide? FFCPAT90	1	2	3
Gradient gentler than 1 in 12? FFCPATGR		2	3
Protected from adjacent drops? FFCPATAD		2	3

Accessibility

Number of steps from pavement to entrance of module FFCASTEP

Level Access	No step but slope > 1:20	1 step	2 step	3 or more steps
8	7	1	2	3

Space for ramp

Not applicable 8	Yes 1	No 2

FFCARAMP

Is path firm and even?	Y	N	FFCAFIRM
Is entrance adequately lit?	Y	N	FFCALIT
Is entrance covered?	Y	N	FFCACOVR

HHSRS - shared areas

(affecting dwelling surveyed)

		Significantly lower risk than average	Average risk	Significantly higher risk than average
FFCHSSTR	Falling on stairs etc	1	2	3
FFCHSLVL	Falling on level surfaces	1	2	3
FFCHSBTW	Falling between levels	1	2	3

If '3', score HHSRS in Section 22

12. House/module shape SPSS SHAPE

Draw plan

Back

Left

Right

Front

Location of additional part
FSHADDIT

No additional part 77	Front elevation			Back elevation			Left elevation			Right elevation		
	Left 01	Centre 02	Right 03	Left 04	Centre 05	Right 06	Front 07	Centre 08	Back 09	Front 10	Centre 11	Back 12

Attic/basement in house/module FSHATTIC

Attic only 1	Basement only 2	Both 3	Neither 4

Entry floor to house/module FSHENTR

Basement B	Ground G	Floor

13. External dimensions of house/module

	No. of floors	Level *(B, G, 1, 2 etc)*	Width *(metres)*	Depth *(metres)*
Main structure	FDHMFLRS	FDHMLEV1: Basement BB; Ground GG	FDHMWID1	FDHMDEP1
		FDHMLEV2: None exists NN; Basement BB; Ground GG	Same as above SSS; FDHMWID2	Same as above SSS; FDHMDEP2
		FDHMLEV3: None exists NN; Basement BB; Ground GG	Same as above SSS; FDHMWID3	Same as above SSS; FDHMDEP3
Additional part	FDHAFLRS	FDHALEV1: None exists; Basement BB; Ground GG	FDHAWID1	FDHADEP1
		FDHALEV2: None exists NN; Basement BB; Ground GG	Same as above SSS; FDHAWID2	Same as above SSS; FDHADEP2
		FDHALEV3: None exists NN; Basement BB; Ground GG	Same as above SSS; FDHAWID3	Same as above SSS; FDHADEP3

14. Material and construction of house/module (code one type only)

FMTCONST

Code	Material	Construction	Type
01	Masonry	Boxwall	Solid
02	Masonry	Boxwall	Cavity
03	Masonry	Crosswall	
04	Concrete	Boxwall	In-situ
05	Concrete	Boxwall	Precast panel <1m wide
06	Concrete	Boxwall	Precast panel >1m wide
07	Concrete	Crosswall	In-situ
08	Concrete	Crosswall	Precast panel
09	Concrete	Frame	In-situ
10	Concrete	Frame	Precast
11	Timber	Frame	Pre 1919
12	Timber	Frame	Post 1919
13	Metal	Frame	
14	Other, please specify if known FMTCOOTH		

If external wall is stone, what is the proportion (tenths) of wall that is stone?

N/A	1	2	3	4	5	6	7	8	9	10

FMTPROST

Proprietary system? Y N U
FMTPROPS

If Yes, name:
FMTDESCR

Type of stone? FMTTYPST

Granite 1	sandstone 2	limestone 3
whin 4	other 5	unknown 9

If other, specify:
FMTOTHST

15. Improvements/alterations

SPSS SHAPE

Clarify with Household

(to the house/module since original construction)
Code most recent (or most significant)

		None	Pre 1945	1945-1964	1965-1984	1985-1990	1991-1995	1996-present	In progress
Conversion to more than one dwelling	FALMORED	2	3	4	5	6	7	8	
Conversion to HMO use	FALHMOED	1	2	3	4	5	6	7	8
Conversion from non-residential use	FALNORES	2	3	4	5	6	7	8	
Two or more dwellings combined	FALCOMBI	1	2	3	4	5	6	7	8
Complete refurbishment/modernisation	FALREFUR	2	3	4	5	6	7	8	
Rearrangement of internal space	FALSPACE		2	3	4	5	6	7	8
Extension added for amenities	FALEXTAM	1	2	3	4	5	6	7	8
Extension added for living space	FALEXLIV	1	2	3	4	5	6	7	8
Alteration of external appearance	FALAPEAR	1	2	3	4	5	6	7	8
Over-roofing	FALOROOF	1	2	3	4	5	6	7	8
Over-cladding	FALOCLAD	1	2	3	4	5	6	7	8
Structure replaced	FALSTRUC	1	2	3	4	5	6	7	8
Loft conversion	FALLOFTS	1	2	3	4	5	6	7	8
Radon remedial works (check postcode)	FALLRAD	2	3	4	5	6	7	8	

ASK HOUSEHOLD
Exact year of loft conversion

FALYELCO

16. Elevation features

SPSS ELEVATE

	...FF Front face Y	N	...LF Left face Y	N		...RF Right face Y	N	...BF Back face Y	N
Is part of face unattached?					FELEXP..				
Gables *(tenths)*					FELGAB..				
Parapets *(tenths)*					FELPAR..				
Mono supporting walls *(tenths)*					FELSUP..				
Base walls *(tenths)*					FELBAS..				
Main walls *(tenths)*					FELMAW.				
Valley gutters *(number)*					FELGUT..				
Solar water heating panels?					FELSOL.				
Solar photovoltaic *(PV)*?					FELPV..				
Evidence of cavity wall insulation?					FELCAV..				
External insulation?					FELEXT..				
	PV m^2		PV m^2		FELPVM..	PV m^2		PV m^2	
	window ...FW	void ...FV	wall ...FN	window ...LW	void ...LV	wall ...LN		window ...RW	void ...RV	wall ...RN	window ...BW	void ...BV	wall ...BN

Must add up to 10

FELFEN.. Fenestration *(tenths)*

Must add up to 10

17. Specification of views

FVWSPEBF

Back view **B** | 10/10 attached **A** | Not seen **N**

Tenths attached FVWTENBF

PV FVWPVBF

BACK FACE

FVWSPELF LEFT FACE

Front view **F** | Back view **B** | 10/10 attached **A** | Not seen **N**

Tenths attached FVWTENLF

PV FVWPVLF

MAIN PART

RIGHT FACE FVWSPERF

Front view **F** | Back view **B** | 10/10 attached **A** | Not seen **N**

Tenths attached FVWPVRF

PV FVWPVSRF

FRONT FACE

FVWSPEFF

Front view **F**

Tenths attached FVWTENFF

PV FVWPVFF

Is there any evidence from the air bricks of cavity wall insulation? FELCWIAB

Wind turbine present? FELWTUR

Roof Pitch (deg.) FELROOFP

Flat -15	16 - 26	27 - 39	40 - 50	50+
1	2	3	4	5

Orientation of Front Face FELORIEN

NW	N	NE
W		E
SW	S	SE

18. Exterior – of house/module

SPSS CHIMNEY **NT VIEW** FEXCS1..

Chimney stacks

(Number)

BACK VIEW FEXCS2..

		Masonry		Other			Masonry		Other	
Present?	..PR	Y	N	Y	N		Y	N	Y	N
Number	..NO									
Age	..AG									
Faults?	..FL	Y	N	Y	N		Y	N	Y	N
Rebuild	..RN									
Part rebuild	..PT									
Repoint/refix pot	..RE									
Leave	..LV									
Urgent?	..UR	Y	N	Y	N		Y	N	Y	N
Replacement period	..TM									

SPSS ROOFSTRUC FEXRS1..

Roof structure

(Tenths of area)

FEXRS2..

		Pitched		Mansard		Flat		Chalet		Pitched		Mansard		Flat		Chalet	
Tenths of area	..TE																
Age	..AG																
Faults?	..FL	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N
Replace	..RN																
Strengthen	..ST																
Leave	..LV																
Urgent?	..UR	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N
Replacement period	..TM																

SPSS ROOFCOV FEXRC1..

Roof covering

(Tenths of area)

FEXRC2..

		Natural slate/stone/ shingle		Man made slate		Clay tile		Concrete tile		Asphalt		Felt		Glass/ metal/ laminate		Thatch		Natural slate/stone/ shingle		Man made slate		Clay tile		Concrete tile		Asphalt		Felt		Glass/ metal/ laminate		Thatch	
Tenths of area	..TE																														
Age	..AG																														
Faults?	..FL	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N
Renew	..RN																														
Isolated re	..IS																														
Leave	..LV																														
Urgent	..UR	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N
Replacem period	..TM																														

SPSS ROOFFEAT FEXRF1..

Roof features and drainage

(Tenths of length)

FEXRF2..

		Fascias		Valley gutters/ flashings		Gutters/ down-pipes		Stacks/ wastes		Party parapets		Fascias		Valley gutters/ flashings		Gutters/ down-pipes		Stacks/ wastes		Party parapets	
Present?	..PR	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N
Faults?	..FL	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N
Replace	..RN																				
Repair	..RP																				
Leave	..LV																				
Urgent?	..UR	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N
Replacement period	..TM																				

SPSS WALLSTRU

– of house/module (continued)

FRONT VIEW FEXWS1..

Masonry cavity 1	Masonry cavity 2	Masonry single leaf	9" solid	>9" solid	In situ concrete	Concrete panels	Wood/ metal/plastic panels
Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N

Wall structure

(Tenths of area)

Net tenths of are	..TE
Age	..AG
Wall thickness	..WT
Faults?	..FL
Rebuild/ren	..RN
Repair	..RP
Leave	..LV
Urgent?	..UR
Replacement pe	..TM

BACK VIEW FEXWS2..

Masonry cavity 1	Masonry cavity 2	Masonry single leaf	9" solid	>9" solid	In situ concrete	Concrete panels	Wood/ metal/plastic panels
Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N

SPSS WALLFIN

FEXWF1..

Rendered	Shiplap timber	Tile hung	Slip/tile faced	Wood/ metal/plastic panels
Y N	Y N	Y N	Y N	Y N
Y N	Y N	Y N	Y N	Y N

Wall finish

(Tenths of area)

Net tenths of a	..TE
Age	..AG
Faults?	..FL
Render	..RE
Renew/repoi	..RN
Isolated repa	..RP
Paint	..PA
Leave	..LV
Urgent?	..UR
Replacement peri	..TM

FEXWF2..

Masonry pointing	Non-masonry natural	Rendered	Shiplap timber	Tile hung	Slip/tile faced	Wood/ metal/plastic panels
Y N	Y N	Y N	Y N	Y N	Y N	Y N
Y N	Y N	Y N	Y N	Y N	Y N	Y N

SPSS DORMERS

FEXDB1..

Bays	Dormers Standard	Dormers Roof	Porches	Conservatories (Survey dwelling)	Balconies (Survey dwelling)
Y N	Y N	Y N	Y N	Y N	Y N
Y N	Y N	Y N	Y N	Y N	Y N

Dormers and bays

(Number)

Present?	..PR
Number	..NO
Age	..AG
Faults?	..FL
Rebuild roof and walls	..RW
Rebuild roof only	..RO
Rebuild wall only	..WO
Major repairs	..MJ
Minor repairs	..MN
Demolish	..DE
Leave	..LV
Urgent?	..UR
Replacement perio	..TM

FEXDB2..

Bays Single storey	Bays Multi storey	Dormers Standard	Dormers Roof	Porches	Conservatories (Survey dwelling)	Balconies (Survey dwelling)
Y N	Y N	Y N	Y N	Y N	Y N	Y N
Y N	Y N	Y N	Y N	Y N	Y N	Y N

SPSS DAMPPC

FEXDP1..

Physical barrier	Injection DPC	None
Y N	Y N	Y N
Y N	Y N	Y N

Damp proof course

(Tenths of length)

Tenths of length	..TE
Faults?	..FL
Replace/instal	..RN
Leave	..LV
Urgent?	..UR
Replacement perio	..TM

FEXDP2..

Physical barrier	Injection DPC	None
Y N	Y N	Y N
Y N	Y N	Y N

SPSS INTERIOR

For all co

Closable door between conservatory and dwelling	FINCODOR
Footprint of conservatory *(Sq* (Whole numbers only)	FINCOSIZ
Conservatory window type	FINCOWIN
Conservatory roof	FINCOROF
Fixed radiator or other fixed heater present?	FINCORAD

18. Exterior – of survey dwelling

FEXWN1..

FRONT VIEW

SPSS WINDOWS

Windows/frames to survey dwelling

(Number)

BACK VIEW

FEXWN2..

	Single-glazed				Double-glazed		
	Wood casement	Wood sash	UPVC	Metal	Wood	UPVC	Metal
Number ..NO							
Age ..AG							
Faults? ..FL	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Replace ..RN							
Repair/replace sash/member ..RP							
Ease sashes etc/reglaze ..EA							
Repaint/reputty ..PA							
Leave ..LV							
Urgent? ..UR	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Replacement period ..TM							

SPSS DOORS

FEXDF1..

Doors/frames to survey dwelling

(Number)

FEXDF2..

	Wood	UPVC	Metal	Wood	UPVC	Metal
Number ..NO						
Age ..AG						
Faults? ..FL	Y N	Y N	Y N	Y N	Y N	Y N
Replace ..RN						
Repair/glaze ..RP						
Ease/replace/adjust ironmongery ..EA						
Paint ..PA						
Leave ..LV						
Urgent? ..UR	Y N	Y N	Y N	Y N	Y N	Y N
Replacement period ..TM						

18. Exterior – plot of survey dwelling (Not shared plots)

SPSS AROUND

Private plot exists ***Complete all this section***	No private or shared plot ***Complete accessibility + HHSRS***	Shared plot / facilities only ***Complete section 11 only***
1	FEXPLTYP	3

Front plot Exists FEXPLOTF

Depth (m) FEXP1FDP

Width of plot Width (m) FEXWIDTH Same as module

Rear plot Exists FEXPLOTR

Depth (m) FEXP2FDP

SPSS PLOTLVL

FEXPF..	Tenths ..TH	
..TS	Tenths soft	
Y N ..FL	Faults?	Y N
Y ..BD	Bridged DPC	Y
Y ..IN	Inadequate/reverse falls	Y
..EX	Excavation (m^3)	
..TA	Internal tanking (m^2)	
..RN	Repair/renew paving (m^2)	
..RW	Repair/renew retaining wall (m)	
..RP	Repair/renew steps (no.)	
Y N ..GU	Install gully?	Y N

Accessibility FEXD...

Number of steps from gate/pavement to entrance

note: entrance maybe in either view

...STEP

Level Access	No step but slope > 1:20	1 step	2 step	3 or more steps
8	7	1	2	3

Space for ...RAMP

Not applicable 8 | Yes 1 | No 2

Is path firm and even?	Y N	...FIRM
Is path at least 900mm wide?	Y N	...ESWI
Is gradient less than 1:12?	Y N	...ESGR
Is entrance adequately lit?	Y N	...ESFE
Is entrance covered?	Y N	...COVR

HHSRS - of plot

note: include front and rear plots

FEXHS...

	Significantly lower risk than average	Average risk	Significantly higher risk than average
Falling on stairs etc ..STR	1	2	3
Falling on level ..LVL	1	2	3
Falling between levels ..BTW	1	2	3
Damp and mould growth ..DAM	1	2	3

If '3', score HHSRS in Section 22

19. Around the house/module SPSS AROUND

Underground drainage

Mains drainage present: Y | N — FCUDRAIN

Faults to drains: Y | N — FCUFAULT

HHSRS — FEXHSPHY

Personal hygiene sanitation and drainage

Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
1	2	3	4

Describe 'extreme risk' in Section 22

Rats and mice outside house/module FCU...

Evidence of mice? ..VERMC

Evidence of rats? ..VERAT

Pets/livestock kept outside? ..PETSL

Type of evidence:

Traps seen?	Chemicals?	Other visual evidence?	Told about it?
..TRAPS	..CHEMS	..VISUA	..TOLDA

Litter/rubbish around house/module — ..LITTR

None	Minor	Major
1	2	3

HHSRS — FEXHSDHY

Domestic hygiene pests and refuse

Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
1	2	3	4

Describe 'extreme risk' in Section 22

Parking provision of survey dwelling

ASK HOUSEHOLD

	..PR Present?		..LO On plot?		..SP Car spaces
Integral garage FCUINT...	Y	N	Y	N	
Attached garage FCUATT..	Y	N	Y	N	
Detached garage FCUDET..	Y	N	Y	N	
Car port FCUPOR..	Y	N	Y	N	
Designated parking space(s) FCUSPA..	Y	N	Y	N	

Street parking — FCUSTR

Adequate	Inadequate	None
1	2	3

Is there any off-plot parking located within 30 meters of the entrance to dwelling/module, with an even access route of less than 1:12 gradient? FCUOPP

Cavity wall insulation summary

FCWICH...

Evidence of cavity wall insulation:

- ..ME Area around meters (P5)
- ..LS Loft space (P7)
- ..OR Occupant response (P8)
- ..EF Elevation features (P14)
- ..AB Air bricks (P14)

FCWIPROP — **% of cavity walls with CWI present**

0%	25%	50%	75%	100%
0	1	2	3	4

Internal / external insulation summary

Evidence of internal / external insulation:

- FSWIWINT Internal wall insulation (P3)
- FSWIOCCR Occupant response (P8)
- FSWIWEXT External wall insulation (P14)

FSWIPROP — **% of walls with internal / external insulation present**

0%	25%	50%	75%	100%
0	1	2	3	4

Exposure

Is the **dwelling** in an exposed position? FCUEXPOS

Not exposed	Slightly exposed	Exposed	Very exposed
1	2	3	4

What is the average level of overshading of the **dwelling** windows? FCUOSDW

None or very little	Modest	Significant	Heavy
1	2	3	4

What is the level of overshading to the **module** roof? FCUOSMR

None or very little	Modest	Significant	Heavy
1	2	3	4

20. Block SPSS AROUND

Number of houses/ modules in block

Detached house/module	Specify number	More than 50
01		75

FBLBLOCK

Approximate number of houses/modules in disrepair in block

Specify number

FBLDEFEC

21. Structural defects

SPSS STRUCTURE

Any structural defects present? Y | N

IF YES, DESCRIBE BELOW

IF YES OR NO, COMPLETE **HHSRS** ASSESSMENT AT BOTTOM OF PAGE

FST...	Defect ..DE	Action required? ..AC		Monitor/ examine further? ..MN		Action described elsewhere on form? ..EL		Action required on assumption problem is progressive: Any additional action required that is not accounted for elsewhere — Treatment?			Extent					
Roof sagging ..SAG..	Y	Y	N	Y	N	Y	N									
Roof humping ..HUM..	Y	Y	N	Y	N	Y	N									
Roof spreading ..SPR..	Y	Y	N	Y	N	Y	N	Tie-ing ..TI	Y	N	Number: ..NO					
								Other ..OT	Y	N	Specify ..SP					
Sulphate attack ..SUL..	Y	Y	N	Y	N	Y	N	Chimney-liner ..CL	Y	N	Linear metres ..LM		m			
								Other ..OT	Y	N	Specify ..SP					
Unstable parapets ..PAR..	Y	Y	N	Y	N	Y	N									
Wall bulging ..BUL..	Y	Y	N	Y	N	Y	N	Tie rods ..TR	Y	N	Number: ..TN					
								Strapping ..ST	Y	N	Number: ..SN					
								Other ..OT	Y	N	Specify ..SP					
Differential movement ..MOV..	Y	Y	N	Y	N	Y	N	Movement-joint ..MJ	Y	N	Linear metres ..LM		m			
								Other ..OT	Y	N	Specify ..SP					
Lintel failure ..LIN..	Y	Y	N	Y	N	Y	N	Replace lintels ..RN	Y	N	Number: ..NO					
Wall tie failure ..TIE..	Y	Y	N	Y	N	Y	N	Insert wall ties ..IN	Y	N	Wall area: ..WA		m^2			
Unstable floors, stairs or ceilings ..UNS..	Y	Y	N	Y	N	Y	N									
Dry rot/Wet rot ..ROT..	Y	Y	N	Y	N	Y	N	Wall & timber treatment ..TR	Y	N	Basement 1	One room 2	One floor 3 ..EX	Loft 4	Most of building 5	
Wood-borer infestation ..BOR..	Y	Y	N	Y	N	Y	N	Timber treatment ..TR	Y	N	Basement 1	One room 2	One floor 3 ..EX	Loft 4	Most of building 5	
Adequacy of balconies / projections ..BAL..	Y	Y	N	Y	N	Y	N	Replace fixings ..RN	Y	N	Total number: ..NO					
								Other ..OT	Y	N	Specify ..SP					
Foundation settlement ..FOU..	Y	Y	N	Y	N	Y	N	Underpin ..UN	Y	N	Linear metres ..LM		m			
								Other ..OT	Y	N	Specify ..SP					
Integrity of structural frame ..ISF..	Y	Y	N	Y	N	Y	N	Making-good ..MG	Y	N	Wall area ..WA		m^2			
								Replace frame ..RN	Y	N						
Integrity of wall panels ..IWP..	Y	Y	N	Y	N	Y	N	Replace fixings ..RN	Y	N	Total number: ..NO					
								Other ..OT	Y	N	Specify ..SP					
Boundary wall - unsafe height ..BWH..	Y	Y	N	Y	N		N	} Replace FSTBWRE			Wall area FSTBWREA		m^2			
Boundary wall - out of plumb ..BWP..	Y	Y	N	Y	N		N	} Repair FSTBWRP			Wall area FSTBWRPA		m^2			
Boundary wall - horizontal cracking ..BWC..	Y	Y	N	Y	N		N	} Demolish FSTBWDM			Wall area FSTBWDMA		m^2			
Unstable retaining wall ..RET..	Y	Y	N	Y	N	Y	N									
Any other problems ..OTH..	Y	Y	N	Y	N	Y	N	Specify ..ST			Specify ..SE					

HHSRS

	Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
FSTHSSCO Structural collapse and falling elements	1	2	3	4

Describe 'extreme risk' in Section 22

22. Housing Health and Safety Rating System

Refer back to all the HHSRS flags. Consider each of the following hazards in turn in relation to the dwelling as a whole. Decide whether any hazards are significantly worse than average and need to be scored individually on pages 21 - 22. Decide if there are any other hazards listed below which represent an extreme risk. If yes, indicate below and describe risk. If there are no hazards to score move to the Local Area section on page 23.

HAZARDS WHICH MAY REQUIRE SCORING

Hazard FHS...	Review whole survey form, especially:	Significantly lower risk than average	Average risk	Significantly higher risk than average
Falling on stairs etc ..STAIR	Check flags on pages 3, 10, 12, 17	1	2	3
Falling on level surfaces ..ONLEV	Check flags on pages 3, 10, 12, 17	1	2	3
Falling between levels ..BTLEV	Check flags on pages 3, 10, 12, 17	1	2	3
Fire ..FIRE	Check flags on pages 3, 10	1	2	3
Flames, hot surfaces, etc ..HOTSF	Check flags on pages 3, 10	1	2	3
Damp and mould growth ..DAMP	Check flags on pages 3, 10, 17		2	3

Are any hazards significantly higher than average (code 3)?
If Yes, describe below and score hazard on pages 21-22

Y | N FHSAHWA

FHSMEAS

OTHER HAZARDS IDENTIFIED AS POSING AN EXTREME RISK

Hazard	Review whole survey form, especially:	Extreme risk?
Falls associated with baths etc FHSFBATH	Check flag on page 4	Y
Entry by intruders FHSENTRY	Check flag on page 3	Y
Noise FHSNOISE	Check flag on page 3	Y
Collision and entrapment FHSCENT	Check flag on page 3	Y
Excess heat FHSEXHT	Check flag on page 3	Y
Lighting FHSLIGHT	Check flag on page 3	Y
Water supply for domestic purposes FHSWATER	Check flag on page 4	Y
Food safety FHSFOOD	Check flag on page 4	Y
Personal hygiene, sanitation and drainage FHSPHYG	Check flags on pages 4, 18	Y
Position and operability of amenities FHSPOA	Check flag on page 4	Y
Uncombusted fuel gas FHSUNGAS	Check flag on page 5	Y
Explosions FHSEXPLO	Check flag on page 5	Y
Electrical safety FHSELS	Check flag on page 5	Y
Carbon monoxide and fuel combustion products FHSCO	Check flag on page 6	Y
Domestic hygiene, pests and refuse FHSDHYG	Check flags on pages 3, 18	Y
Structural collapse and falling elements FHSSCOLL	Check flag on page 19	Y

If Yes, to any of the above, describe extreme risk below and specify treatment

FHSXRISK

SPSS HHSRS

Falling on stairs etc.

FHSST...

Likelihood of a person over 60 having a fall leading to harm

Significantly higher than average: Y / N — FHSSTWA

		Average	Average Pre 1919									
..LIK			1800	1000	560	320	180	100	56	32	18	6	2

Likely outcome if a person over 60 should fall

Class 1 Extreme %	..EX	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100
Class 2 Severe %	..SV	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100
Class 3 Serious %	..SR	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100

Must not add up to >100.2%

Action required

FHSST...	Action required?	Action		Coded elsewhere?		Quantity	
...IHA	Y	Install handrail	...IHD	Y	N	Metres:	...IHQ
...IBA	Y	Install balustrade	...IBD	Y	N	Metres:	...IBQ
...CVA	Y	Cover dangerous balustrade/guarding	...CVD	Y	N	Metres:	...CVQ
...RPA	Y	Repair/replace internal staircase (S5)	...RPD	Y			
...RDA	Y	Redesign internal, common or external staircase (design, not condi	...RDD		N	Number:	...RDQ
...COA	Y	Repair/replace external/common staircase (S9)	...COD	Y			
...EXA	Y	Repair/replace external steps (S11, S18)	...EXD	Y	N	Number:	...EXQ
...CSA	Y	Cover slippery stairs	...CSD	Y	N	Flights:	...CSQ
...LIA	Y	Repair/replace/provide additional lighting (S5, S9, S11)	...LID	Y	N	Number:	...LIQ
...ROA	Y	Remove obstacle	...ROD		N	Number:	...ROQ

Falling on level surfaces etc.

FHSLV...

Likelihood of a person over 60 having a fall leading to harm

Significantly higher than average: Y / N — FHSLVWA

		Average									
..LIK			1000	560	320	180	100	56	32	18	6	2

Likely outcome if a person over 60 should fall

Class 1 Extreme %	..EX	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100
Class 2 Severe %	..SV	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100
Class 3 Serious %	..SR	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100

Must not add up to >100.2%

Action required

FHSLV...	Action required?	Action		Coded elsewhere?		Quantity	
..RFA	Y	Repair floors (S5, S9)	..RFD	Y			
..RPA	Y	Repair paths/external surfaces (S11, S18)	..RPD	Y			
..RTA	Y	Remove trip steps (S5, S9)	..RTD		N	Number:	..RTQ
..RDA	Y	Redesign external pathways (S11, S18)	..RDD		N	Metres:	..RDQ
..CVA	Y	Cover slippery surfaces	..CVD	Y	N	Sq m:	..CVQ
..LIA	Y	Repair/replace/provide additional lighting (S5, S9, S11)	..LID	Y	N	Number:	..LIQ
..ROA	Y	Remove obstacle	..ROD		N	Number:	..ROQ

Falling between levels

FHSBT...

Likelihood of a child under 5 having a fall leading to harm

Significantly higher than average: Y / N — FHSBTWA

			Average										
..LIK		5600	3200	1800	1000	560	320	180	100	56	32	18	6	2

Likely outcome if a child under 5 should fall

Class 1 Extreme %	..EX	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100
Class 2 Severe %	..SV	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100
Class 3 Serious %	..SR	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100

Must not add up to >100.2%

Action required

FHSBT...	Action required?	Action		Coded elsewhere?		Quantity	
..WCA	Y	Install window safety catches	..WCD	Y	N	Number:	..WCQ
..LIA	Y	Repair/replace/provide additional lighting (S5, S9, S11)	..LID	Y	N	Number:	..LIQ
..BUA	Y	Brick-up dangerous opening / raise cill height	..BUD		N	Number:	..BUQ
..BAA	Y	Repair/replace balconies (S9, S18)	..BAD	Y			
..PLA	Y	Repairs to plot (S11, S18)	..PLD	Y			
..GBA	Y	Repair/replace existing guarding/balustrading (S5, S9, S11, S18)	..GBD	Y			
..GIA	Y	Install new guarding/balustrading/cover	..GID		N	Metres:	..GIQ
..ROA	Y	Remove obstacle	..ROD		N	Number:	..ROQ

SPSS HHSRS

Fire

FHSFR...

Significantly higher than average: Y / N — FHSFRWA

Likelihood of a fire occurring leading to harm if occupied by a person over 60

	Average	Ave flat											
	5600	3200	1800	1000	560	320	180	100	56	32	18	6	2
Likely outcome if occupied by a person over 60 — Class 1 Extreme % ..EX	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100		
Class 2 Severe % ..SV	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100		
Class 3 Serious % ..SR	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100		

Must not add up to >100.2%

Action required

FHSFR...	Action required?	Action		Coded elsewhere?		Quantity	
..ELA	Y	Repair/replace electrical system (S5)	..ELD	Y			
..SOA	Y	Provide additional sockets	..SOD		N	Number:	..SOQ
..HTA	Y	Repair/replace or reposition heater (S5)	..HTD	Y	N	Number:	..HTQ
..RCA	Y	Relocate cooker	..RCD		N	Number:	..RCQ
..RKA	Y	Re-fit, extend, re-site kitchen (S5)	..RKD	Y	N	Number:	..RKQ
..CAA	Y	Repair/Install precautions to common areas (S9)	..CAD	Y	N	Sq m:	..CAQ
..PSA	Y	Replace non fire resistant/smoke permeable structure/poly. tiles	..PSD	Y	N	Sq m:	..PSQ
..USA	Y	Upgrade stairway to protected route	..USD	Y	N	Flights:	..USQ
..HSA	Y	Replace inadequate heating system	..HSD		N		
..FWA	Y	Provide fire stop wall to loft space	..FWD		N	Number:	..FWQ
	Y	Provide self-closing doors	..SCD	Y	N	Number:	..SCQ
..IDA	Y	Install smoke detection measures	..IDD	Y	N	Number:	..IDQ
..OWA	Y	Provide suitable openable windows/doors for MOE (S5, S9)	..OWD		N	Number:	..OWQ
..FEA	Y	Provide fire escape	..FED		N	Flights:	..FEQ
..ROA	Y	Remove obstacle	..ROD		N	Number:	..ROQ

Flames, hot surfaces etc.

Significantly higher than average: Y / N — FHSHSWA

FHSHS...

Likelihood of a child under 5 being burnt/scalded ..LIK

	Average												
				1000	560	320	180	100	56	32	18	6	2
Likely outcome if a child under 5 is burnt/scalded — Class 1 Extreme % ..EX	<0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100		
Class 2 Severe % ..SV	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100		
Class 3 Serious % ..SR	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100		

Must not add up to >100.2%

Action required

FHSHS...	Action required?	Action		Coded elsewhere?		Quantity	
..RHA	Y	Repair, replace or reposition heater, heating or hot water pipes, or cov	..RHD	Y	N	Number:	..RHQ
..RCA	Y	Relocate cooker	..RCD		N	Number:	..RCQ
..RKA	Y	Re-fit, extend, re-site kitchen (S5)	..RKD	Y	N	Number:	..RKQ
..ROA	Y	Remove obstacle	..ROD		N	Number:	..ROQ

Damp and Mould Growth

Significantly higher than average: Y / N — FHSDAWA

FHSDA...

Likelihood of a person under 15 suffering illness ..LIK

					Average								
					560	320	180	100	56	32	18	6	2

Action required

FHSDA...	Action required?	Action		Coded elsewhere?		Quantity	
..RDA	Y	Treat rising damp (S5, S18)	..RDD	Y			
..PDA	Y	Treat penetrating damp, leaking pipes and services (S5, S18)	..PDD	Y	N	Number:	..PDQ
..EXA	Y	Condensation - extractor fans to install/repair (S5)	..EXD		N	Number:	..EXQ
..WIA	Y	Condensation - repair/provide opening window (S9, S18)	..WID	Y	N	Number:	..WIQ
..HTA	Y	Repair/replace/improve heating system (S5)	..HTD	Y	N	Number:	..HTQ
..INA	Y	Improve Insulation (S5, S6, S16, S18)	..IND	Y			

24. Local area

Clearly define an area of manageable size before completing this page.

Nature of area
FARNATUR

Urban			Rural		
Commercial City/town centre 1	Urban 2	Suburban residential 3	Rural residential 4	Village centre 5	Rural 6

Number of dwellings in area
FARDWELL

Under 25	25-49	50-99	100-299	300-499	500+	Isolated	If isolated go to visual quality
1	2	3	4	5	6	7	

Predominant age
FARPRAGE

Pre 1919	1919-1944	1945-1964	1965-1980	Post 1980	None
1	2	3	4	5	6

Predominant residential building type
FARTYPES

Houses				Flats				Mixed houses and flats
Terraced 1	Semi-detached 2	Detached 3	Mixed houses 4	Converted flats 5	Low rise flats 6	High rise flats 7	Mixed flats 8	9

Predominant tenure as built
FARTENUR

Privately built	Local authority built	Housing association built	Mixed tenure	Impossible to ascertain
1	2	3	4	9

Estate

Number of dwellings on estate
FARESTAT

Not on estate	Same as area	Under 25	25-49	50-99	100-299	300-499	500+
8	1	2	3	4	5	6	7

If area is L.A. estate, % of RTB dwellings
FARRTB

Not on L.A. estate	None (0%)	1-10%	11-25%	26-50%	51-75%	76-99%	100%
8	1	2	3	4	5	6	7

Visual quality of local area FARQUALI

Best						Worst
1	2	3	4	5	6	7

Problems in local area

		No problems				Major problems
Litter/rubbish/dumping	FARLITTR	1	2	3	4	5
Graffiti	FARGRAFF	1	2	3	4	5
Vandalism	FARVANDA	1	2	3	4	5
Dog/other excrement	FAREXCRE	1	2	3	4	5
Condition of dwellings	FARCOND	1	2	3	4	5
Vacant sites	FARSITES	1	2	3	4	5
Intrusive industry	FARINDUS	1	2	3	4	5
Non-conforming uses	FARNOCON	1	2	3	4	5
Vacant/boarded-up buildings	FARVACNT	1	2	3	4	5
Ambient air quality	FARAIRQU	1	2	3	4	5
Heavy traffic	FARTRAFF	1	2	3	4	5
Intrusion from motorways/main roads	FARMOTOR	1	2	3	4	5
Railway/aircraft noise	FARRAILS	1	2	3	4	5
Nuisance from street parking	FARPARKS	1	2	3	4	5
Scruffy gardens/landscaping	FARGRDNS	1	2	3	4	5
Scruffy/neglected buildings	FARBLDGS	1	2	3	4	5
Condition of road, pavements and street furniture	FARROADS	1	2	3	4	5

English Housing Survey - Backup Sheet

Only use the backup sheet when the normal label barcode will not work or for additional surveys where the barcode is not available.

1) **Mark the 'Edit form' box on page one of the survey form, but do not mark 'Activate scan' box**
2) Write the correct barcode in the blank boxes at the top of the grid [this is for your reference only]
3) Put a mark into the corresponding blue [numbers] active boxes
4) If the green light appears the pen should now be ready for use. Please note the pen will not buzz 3 times as it would when normally scanning the barcode.

If the red light shows, the procedure must be repeated from 1) again.

Finally please **do not** forget to enter any leading zeros in the survey number boxes.

Please mark Surveyor ID followed by Survey Code in the relevant box below the written number

Surveyor ID			Survey Code		
0	0	0	0	0	0
1	1	1	1	1	1
2	2	2	2	2	2
3	3	3	3	3	3
4	4	4	4	4	4
5	5	5	5	5	5
6	6	6	6	6	6
7	7	7	7	7	7
8	8	8	8	8	8
9	9	9	9	9	9

Mark the 'Edit form' box on page one of the survey form, but do not mark 'Activate scan' box

Notes: