



G01 Unit Inspections- Capital Rating Scale

Rating scale for capital items (1-5)

1. Brand New (or looks brand new)
 2. Like new
 3. Some wear (2/3 of useful life)
 4. Worn (1/3 of useful life)
 5. Dangerous, immediate replacement/ repair. Health and safety issue
- **Capital items classified as a 3, 4 or 5 need a note in the comment section of the inspection.**

Flooring

- Stains, burns, animal damage, contamination, general wear, seams lifting etc.
- If flooring is known to be older but noted as 1-2 condition, make a note
- Type of flooring noted in each room. If the same material but different colour, make a notation.

Countertop/ Cabinets/ Sink

- Note type and colour of countertop, sink and countertop.
- Extent of any damage, burns, cuts, stains, excessive wear

Toilets

- note type, bowl shape, colour

Hot Water Tank/ Furnace

- Rented or owned
- note age, serial and model number and size

- note if any signs of leaks old or current

Bathtub Surrounds/ Tubs

- Note type of surround (tile, acrylic, etc.)
- Bathtub type enamel, acrylic, etc.

Appliances (Fridges, Stoves and Hood Fans)

- Model and Serial Number
- Size, colour, door swing, special features (co-op standard or not)



G 01 Unit Inspections

Role of Unit Inspections in Maintenance Plan

How Unit inspections inform a capital plan

Role of the co-op manager during the inspection process

How inspections support transparency and inform maintenance budgets

Costs and risks of not doing inspections

What is one (or more) takeaway(s) you will bring back to your co-op?

How will this impact your role as co-op manager (or other role)?
