

REPORTING A PROPERTY UNINSPECTABLE (RU)

If a property representative states an inspection is not needed because:

- (1) The property is 100% vacant, and:
 - the property is **Multi-family, an inspection is still required** - schedule the inspection;
 - the property is **Public Housing - report RU in Scheduler.**
NOTE: If the public housing property states that it WILL be 100% vacant, but is not currently, an inspection must be scheduled. It is strongly recommended that you call the property a week prior to the scheduled date to check on the vacancy status. If at that time, the property is 100% vacant, mark RU.
- (2) The property is demolished – report RU.
- (3) The property is no longer HUD-assisted – report RU.
- (4) The property has been sold – report RU.
- (5) The **multi-family** property is undergoing major rehabilitation – Schedule the inspection. *Let the property know they should contact their field office.* If it is determined that the inspection should not be conducted at this time, you will receive a *cancellation notice from RAP.*
- (6) The property recently suffered damage due to a severe weather event (hurricane, ice/snow storm, tornado, etc.) – Schedule the inspection. *If it is a **multi-family property**, tell them they should contact their field office. If it is a **public housing property**, the housing authority needs to request a waiver.* If it is determined that the inspection should not be conducted at this time, you will receive a *cancellation notice from RAP.*