



Arizona



The Arizona Chapter
of the
American Society of Home Inspectors, Inc.®

Standards of Professional Practice

Adapted with permission from *Standards of Practice, Effective June 1, 1992.*

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Adopted by AZ ASHI Effective January 1, 2002

and

Code of Professional Conduct For Arizona Home Inspectors

Extracted from the “*Rules of Professional Conduct R4-30-301*”
of the Arizona Board of Technical Registration

TABLE OF CONTENTS

Section	Description	Page
1.	Introduction	2
2.	Purpose & Scope	2
3.	General Limitations & Exclusions	2
4.	Structural Components	3
5.	Exterior	3
6.	Roofing	3
7.	Plumbing	4
8.	Electrical	4
9.	Heating	5
10.	Central Air Conditioning	5
11.	Interiors	5
12.	Insulation and Ventilation	5
Glossary	Terms Defined	6
	Code of Professional Conduct	7

NOTE: Words *italicized* in the Standards are defined in the Glossary

STANDARDS OF PROFESSIONAL PRACTICE

1. SYSTEM: 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. SYSTEM: 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 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 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*.

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. SYSTEM: GENERAL LIMITATIONS & 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 buildings with four or less dwelling units and their garages or carports.

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 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*.
- 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 including but not limited to toxins, fungus, molds, mold spores, carcinogens, noise, contaminants in soil, water, and air.
 8. determine the effectiveness of any *system installed* to control or remove suspected hazardous substances.
 9. predict 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*.

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.
 - 5. ceiling structure.
 - 6. roof structure.
- B. probe *structural components* where deterioration is suspected. However, probing is NOT required when probing would damage any finished surface.
- C. 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.
- D. report the methods used to inspect *underfloor crawl spaces* and attics.
- E. report signs of water penetration into the building or signs of abnormal or harmful condensation on building *components*.

American Society of Home Inspectors

In 1976, a group of visionary home inspectors established the American Society of Home Inspectors (ASHI), a not-for-profit membership organization. Today, ASHI is the largest and most respected professional association for home inspectors in North America, with 6,000 members.

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Arizona ASHI

*"The Mission of the Arizona ASHI Chapter
is to Promote Excellence in the
Home Inspection Profession."*

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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 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 on the condition of the building.

5.2 The inspector shall:

- A. *describe* wall cladding materials.
- B. operate all entryway doors and *representative number* of windows including garage 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.

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 door operator remote control transmitters.
- E. geological conditions.
- F. soil conditions.
- G. *recreational facilities*.
- H. outbuildings other than garages and carports.

6. SYSTEM: ROOFING

6.1 The inspector shall observe:

- A. roof coverings.
- B. *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.

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. sump pumps.

7.2 The inspector shall:

- A. *describe*:
 - 1. water supply and distribution piping materials.
 - 2. drain, waste and vent piping materials.
 - 3. water heating equipment.
- B. operate all plumbing fixtures, including their faucets and all exterior faucets attached to the house.

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*.

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 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.
- G. the operation of ground fault circuit interrupters.

8.2 The inspector shall:

- A. *describe*:
 - 1. service amperage and voltage.
 - 2. service entry 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 overcurrent device except ground fault interrupters.
- C. *dismantle* any electrical device or control other than to remove covers of the main and auxiliary distribution panels.
- D. *observe*
 - 1. low voltage *systems*.
 - 2. smoke detectors.
 - 3. telephone, security, cable TV, intercoms or other ancillary wiring that is not a part of the primary electrical distribution *system*.

Arizona Board of Technical Registration

For Architects, Assayers, Engineers, Geologists, Home Inspectors, Landscape Architects and Land Surveyors

Established in 1921, the Arizona Board of Technical Registration (BTR) is a self-supporting board and derives its revenues from fee charges for application, examination, license renewal and other miscellaneous services rendered.

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Phoenix, Arizona 85007
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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*.
- 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 of an *installed* heat source in each room.

9.2 The inspector shall:

- A. *describe*:
 - 1. energy source.
 - 2. heating equipment and 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.
- D. *observe*:
 - 1. the interior of flues.
 - 2. fireplace insert flue connections.
 - 3. humidifiers.
 - 4. electronic air filters.
 - 5. the uniformity or adequacy of heat supply to the various rooms.

10. SYSTEM: CENTRAL AIR CONDITIONING

10.1 The inspector shall observe:

- A. *central air conditioning* including:
 - 1. cooling and air handling equipment.
 - 2. *normal operating controls*.
- 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.
- 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 air conditioners.
- C. *observe* the uniformity or adequacy of cool-air supply to the various rooms.

5A

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.

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*.

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.
- E. *recreational facilities* or another dwelling unit.

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. 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.

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Bulk orders should be directed to 800-998-1608.

5B

G L O S S A R Y

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:

Any 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.

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.

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

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 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.

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, splashblocks, and similar component used to carry water off a roof and away from a building.

SAFETY GLAZING:

Tempered glass, laminated glass, or rigid plastic.

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 component.

UNSAFE:

A condition in a readily accessible, installed system or component which is judged 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 a change in adopted residential construction standards.

Code of Professional Conduct for Arizona Home Inspectors

Arizona Home Inspectors shall:

1. not engage in fraud, deceit, misrepresentation or concealment of material facts in advertising, soliciting or providing professional services to members of the public.
2. comply with state, municipal, and county laws, codes, ordinances, and regulations pertaining to practice.
3. not violate any state or federal criminal statute involving dishonesty, fraud, misrepresentation, embezzlement, theft, forgery, perjury, bribery, or breach of fiduciary duty, if the violation is reasonably related to practice.
4. apply the technical knowledge and skill which would be applied by other qualified inspectors who practice the same profession in the same area and at the same time.
5. not accept an assignment if the duty to a client or the public would conflict with the inspector's personal interest or the interest of another client without full disclosure of all material facts of the conflict to each person who might be related to or affected by the inspection in question.
6. not accept compensation for services related to the same inspection from more than one party without making full disclosure to all such parties and obtaining the express written consent of all parties involved.
7. make full disclosure to all parties concerning:
 - a. Any transaction involving payments to any person for the purpose of securing a contract, assignment, or engagement, except for actual and substantial technical assistance.
 - b. Any monetary, financial, or beneficial interest the inspector may hold in a contracting firm or other entity providing goods or services, other than the inspector's professional services, to an inspection.
8. not solicit, receive, or accept compensation from material, equipment, or other product or services suppliers for specifying or endorsing their products, goods or services to any client or other person without full written disclosure to all parties.
9. conduct home inspections in accordance with the "Standards of Professional Practice" adopted by the Arizona Chapter of the American Society of Home Inspectors, Inc., on September 30, 2001, the provisions of which are incorporated herein by reference and are on file with the Office of the Secretary of State.
10. not pay or receive, directly or indirectly, in full or in part, a commission or compensation as a referral or finder's fee
11. not perform, or offer to perform, for an additional fee, any repairs to a structure having been inspected by that inspector or the inspector's firm for a period of twenty-four months following the inspection.

Note: This Code of Professional Conduct is extracted from the "Rules of Professional Conduct R4-30-301" of the Arizona Board of Technical Registration. Certified Members of the American Society of Home Inspectors, Inc. (ASHI) and Candidates for Membership in the Society are also required to adhere to the provisions of the "Code of Ethics" of the Society and others may at their option choose to follow ASHI's Code of Ethics.

SAMPLE

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