



**RHA FORM 13**

**SITE/ BUILDING INSPECTION FORM**

Ref. N°:.....

**BUILDING INSPECTION FORM**

**Date: ...../...../.....**

**A. IDENTIFICATION**

<b>PROJECT NAME:</b>						
<b>PROJECT DESCRIPTION:</b>						
<b>CLIENT/OWNER</b>		<b>Location</b>	<b>Documents</b>	<b>N°</b>	<b>Date of issuance</b>	
Names		Province/City		Land Lease		
Tel		District/ Sector/ Cell		Approved plans		
				Building Permit		
E-mail		Avenue/Street/Bd		Occupation Permit		
PO Box		Addressing N°		Land Title		
Gov. Building	<input type="checkbox"/>	Plot N°		<b>Other document</b> -----		
Private	<input type="checkbox"/>	GPS point		<b>Other document</b> -----		

**Building Description**

<b>BUILDING CAPACITY</b>		<b>BUILDING STATUS</b>			<b>BUILDING USAGE</b>	
					<b>Usage</b>	<b>Specification</b>
Number of floors		Completed building	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Residential <input type="checkbox"/>	
Number of users		Occupied building	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Commercial <input type="checkbox"/>	
Parking capacity (number)		Abandoned site	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Administrative <input type="checkbox"/>	
Green area (estimated %)		Suspended site	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Social <input type="checkbox"/>	
					Industrial <input type="checkbox"/>	
Built area (estimated %)		Collapsed building	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>Any other (explain)</b> -----	

### Other Information

	Names and business Licence No	Contact : Email and tel.	Representative on site: Name / signature
Architect Firm			
Contractor Firm			
Supervisor Firm			
Assurance	Name of the insurance company	Contract period	Number of insured workers or users

### B. INSPECTION OF THE BUILDING

	Item	Physical Description (Used Materials, Techniques, Machinery.. )	observations (noncompliance/ defect)
<b>I. General Works</b>			
1.1	Site Installation		
1.2	Site fencing and boundary demarcation		
1.3	Earth works		
1.4	Excavation		
1.5	Leveling		
1.6	Compaction		
1.7	Embankment		
1.8	Trenching		
1.9	Dumping Areas		
1.10	Transportation		
<b>II. Foundation Works</b>			
2.1	Foundation size		
2.2	Used material		
2.3	Damp-proof course		
2.4	Soil treatment for insects		
2.5	Rough plumbing		
2.6	General safety		
<b>III. Structural Works</b>			
3.1	Scaffoldings		
3.2	Elevation works		
3.3	Roof structure		
<b>IV. Framing</b>			
4.1	Walls		
4.2	Roofs		
4.3	Shingles		
4.4	Doors		
4.5	Windows		
4.6	Stairs		
<b>V. Other works</b>			
5.1	Electrical installations		
5.2	Plumbing installations		
5.3	IT Facilities		
5.4	Fire safety measures		

5.5	PWD Facilities		
5.6	Security facilities		
<b>VI. Finishes</b>			
6.1	Interior finishes Used material		
6.2	Used procedures, methods, techniques		
6.3	Exterior finishes		
6.4	Used material		
6.5	Used procedures, methods, techniques		
<b>VII. Landscaping</b>			
7.1	Zoning		
7.2	Parking		
7.3	Garden		
7.4	Walk ways		
7.5	Lighting		
7.6	Splash Aprons		
<b>VIII. Demolition</b>			
8.1	Safety measures		
8.2	Workers		
8.3	Sealing services		
8.4	Used Machinery and tools		
8.5	Dumping area		
8.6	Salvage		
8.7	Transportation		

### C. CONCLUSION

	Defaults to date	Recommendations
<b>Major defaults</b>		
<b>Minor Defaults</b>		

**Inspection date** : ...../...../.....

**Next inspection date** : ...../...../.....

<b><u>INSPECTOR</u></b>	<b><u>SITE REPRESENTATIVE</u></b>
<p>Signature :</p> <p>Names:</p> <p>Institution:</p> <p>Position :</p> <p>Email &amp; Tel. ....</p> <p>.....</p>	<p>Signature :</p> <p>Names:</p> <p>Institution :</p> <p>Position:</p> <p>Email &amp; Tel. ....</p> <p>.....</p>