

QUAD Monthly Inspection Schedule

Monthly Inspections: October

All-Monday October 1st from 5:00pm-8:00pm (RAs will conduct Health and Safety Inspections)

C Building- Tuesday October 2nd, 2012 (Maintenance Inspections of Apartments and Bedrooms)

D & E Building: Wednesday October 3rd, 2012 (Maintenance Inspections of Apartments and Bedrooms)

Monthly Inspections: November

C Building- Tuesday November 6th, 2012 (Maintenance Inspections of Apartments and Bedrooms)

D & E Building: Wednesday November 7th, 2012 (Maintenance Inspections of Apartments and Bedrooms)

Monthly Inspections: December (Late November)

All-Monday November 26th from 5:00pm-8:00pm (RAs will conduct Health and Safety Inspections.)

C Building- Tuesday November 27th, 2012 (Maintenance Inspections of Apartments and Bedrooms)

D & E Building: Wednesday November 28th, 2012 (Maintenance Inspections of Apartments and Bedrooms)

Monthly Inspections: January

C Building- Tuesday January 8th, 2013 (Maintenance Inspections of Apartments and Bedrooms)

D & E Building: Wednesday January 9th, 2013 (Maintenance Inspections of Apartments and Bedrooms)

Monthly Inspections: February

All-Monday February 4th from 5:00pm-8:00pm (RAs will conduct Health and Safety Inspections.)

C Building- Tuesday February 5th, 2013 (Maintenance Inspections of Apartments and Bedrooms)

D & E Building: Wednesday February 6th, 2013 (Maintenance Inspections of Apartments and Bedrooms)

Monthly Inspections: March

C Building- Tuesday March 5th, 2013 (Maintenance Inspections of Apartments and Bedrooms)

D & E Building: Wednesday March 6th, 2013 (Maintenance Inspections of Apartments and Bedrooms)

Monthly Inspections: April

All-Monday April 1st from 5:00pm-8:00pm (RAs will conduct Health and Safety Inspections).

C Building- Tuesday April 2nd, 2013 (Maintenance Inspections of Apartments and Bedrooms)

D & E Building: Wednesday April 3rd, 2013 (Maintenance Inspections of Apartments and Bedrooms)

Monthly Inspections May (Late April):

C Building- Tuesday April 30th, 2013 (Maintenance Inspections of Apartments and Bedrooms)

D & E Building: Wednesday May 1st, 2013 (Maintenance Inspections of Apartments and Bedrooms)

Monthly Inspections June:

All-Monday June 3rd from 5:00pm-8:00pm (RAs will conduct Health and Safety Inspections).

C Building- Tuesday June 4th, 2013 (Maintenance Inspections of Apartments and Bedrooms)
D & E Building: Wednesday June 5th, 2013 (Maintenance Inspections of Apartments and Bedrooms)

Monthly Inspections July:

C Building- Tuesday July 2nd, 2013 (Maintenance Inspections of Apartments and Bedrooms)
D & E Building: Wednesday July 3rd, 2013 (Maintenance Inspections of Apartments and Bedrooms)

What are Monthly Inspections?

Monthly Inspections are a time that QUAD staff will enter each apartment and bedroom to ensure that all health and safety policies are being followed in each living space. The University Village Apartments is committed to maintaining a safe and healthy living and learning environment for all students. All living spaces will be entered, including bathrooms, closets, bedrooms, living rooms and kitchens. The QUAD staff will not go through your belongings.

There are two types of monthly inspections:

RA Health and Safety Inspections- RAs will conduct health and safety inspections of each apartment and bedroom every other month, on a Monday evening from **5:00pm-8:00pm**. All living spaces will be entered, including bathrooms, closets, bedrooms, living rooms and kitchens. RAs will be checking for cleanliness, trash, safety violations and fire hazards. The primary purpose of the RA Health and Safety Inspections is to ensure that each apartment is clean and that there are no safety hazards in the apartment.

Maintenance Monthly Inspections- The QUAD Maintenance Staff will conduct monthly maintenance inspection of each apartment and bedroom. All living spaces will be entered, including bathrooms, closets, bedrooms, living rooms and kitchens. The Maintenance staff will perform repairs and assess preventative maintenance during these inspections. The Maintenance staff will also service the Air Conditioning and Heating units, and replace the air filter in the apartment. The Maintenance staff will also service any fire safety equipment, including checking sprinklers and replacing smoke detector batteries as needed.

What happens if I do not pass the inspection?

If a health and safety violation is found in your apartment or bedroom you will receive notification of the violation. Your apartment or bedroom will have a re-inspection 24 hours later. Within the 24 hours period, the residents should correct the violation. Failure to correct the violation upon the 24 hours re-inspection will result in conduct procedures and possible fines. If the violation is of a judicial nature, the student may face additional conduct procedures.

What is an example of a Health and Safety Violation?

1. A room that is **unclean, messy, unhealthy** or has an unsafe amount of trash.

2. Missing or broken **screens**.
3. **Fire Hazards:** Candles, Incense, Hookahs, Drug Paraphernalia, Tapestries/other combustible decorations attached to ceiling, Incandescent bulbs (big) such as those in outdoor holiday lights, Electrical cords nailed/stapled to wall or ceiling, Hot plates, Excessive decorations, tapestries, posters or wall coverings (50% of the wall), Overloaded Receptacles, "Octopus" Adapter or Unapproved extension cord (i.e. non-over current protected, extending over 6 feet in length.), Covered electrical boxes, Cigarettes or Smoke
4. **Damage to the Property:** Excessive trash, graffiti, holes in the wall, Furniture from lounges or additional furniture that does not match the room configuration, Pet(s) (other than fish in a 5 gallon tank), Items affixed to outside of room door, Activity which impacts functioning of any automatic door closure mechanism (i.e. door stop wrenched between door handle and door), Murals/writing on walls/ceiling, Missing/broken electrical wall plates.
5. **Tampering with Fire Safety Equipment:** Smoke detectors covered, blocked, disabled or tampered with, Items hanging on fire sprinkler head or piping (bike, plants, clothing, etc.) , Fire sprinkler heads operationally compromised by presence of tape, paint, hanging material or obstructions
6. **Policy Violations** (In addition to those listed above): candles, incense, hookahs, pets, smoke detectors covered or removed, tapestries, alcohol, Empty alcohol containers, Drugs, Drug Paraphernalia, stolen items (Stop Signs,) cigarettes or smoke.

REMINDER:

Tampering with Fire Safety Equipment is a Federal and State Offense. Anyone found responsible for tampering with Fire Safety Equipment will be subject to conduct proceedings, fines and possible eviction.

This includes: Smoke Detectors, Sprinklers, Fire Extinguishers, And Fire Safe Doors.