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**Bureau de normalisation  
du Québec**

# **BNQ 3009-500/2022 R1**

**Residential Building — Inspection Practices  
in a Real Estate Transaction Context**

**STANDARD**

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BNQ 3009-500/2022 R1

Residential Building — Inspection Practices  
in a Real Estate Transaction Context

*Bâtiment d'habitation — Pratiques pour l'inspection  
en vue d'une transaction immobilière*



## Bureau de normalisation du Québec

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## RESIDENTIAL BUILDING — INSPECTION PRACTICES IN A REAL ESTATE TRANSACTION CONTEXT

### INTRODUCTION

With the adoption of the *Act Mainly to Regulate Building Inspections and Divided Co-ownership, to Replace the Name and Improve the Rules of Operation of the Régie du logement and to Amend the Act Respecting the Société d'habitation du Québec and Various Legislative Provisions Concerning Municipal Affairs* in December 2019, the Government of Quebec granted the Régie du bâtiment du Québec (RBQ) with the power to regulate building inspections by determining the terms and conditions that a person shall meet, including rules regarding continuous training and technical standards, to obtain a certificate enabling him to act as a building inspector. Quebec thus joined most U.S. states and three Canadian provinces, i.e., Ontario, Alberta, and British Columbia, who had already provided themselves with means to regulate residential building inspections.

Consultations held in tandem with the adoption of Bill 16 enabled the RBQ to learn of the existence of a National Standard of Canada (NSC), i.e., document CSA A770 *Home Inspection*. However, since its publication in 2016, this document was not used for Quebec.

The Bureau de normalisation du Québec (BNQ) was therefore commissioned by the RBQ to set up a standards development committee to undertake the process of elaborating a consensus-based standard, by consulting with and bringing together the various Quebec' stakeholders in the field, to enable inspection practices to be established and standardized for real estate transactions concerning residential buildings or private residential units in residential buildings. The standards development committee thus pursued the objective of standardizing and enhancing the services provided by Quebec's building inspectors, whilst enabling consumers to understand the nature and limitations of an inspection whose practices have been standardized for a real estate transaction context. Finally, the standards development committee also made sure that these standardized inspection practices are applicable to all categories of residential building, whatever the type of property.

The inspection procedure described in this standard is intended to be used to assess the condition of a residential building, or portion thereof, and establishes methods such as close examination of observable components and systems, the assessment of the working condition of observable devices, and the use of information related to the residential building.

## 1 PURPOSE

This standard defines standardized practices for an inspection aiming to provide an applicant with an assessment of the condition, at the time of the inspection, of a residential building, or portion thereof, located in the province of Quebec.

## 2 SCOPE

### 2.1 CATEGORIES OF RESIDENTIAL BUILDING

This standard applies to residential buildings belonging to one of the following categories:

- a) Category 1 which includes residential buildings with between one and six private units;
- b) Category 2 which includes all residential buildings with at least seven private units.

### 2.2 NATURE OF THE INSPECTION

An inspection carried out in conformity with the requirements of this standard includes the implementation of various means to assess the condition of a residential building, or portion thereof. These means include:

- a) close examination of observable components and systems, and of attached structures, and elements that may damage the portions of the residential building covered by the inspection;
- b) assessment of the working condition of observable devices;
- c) consultation of information pertaining to the inspected residential building, or portion thereof.

### 2.3 INHERENT LIMITATIONS OF THE INSPECTION

An inspection carried out in conformity with the requirements of this standard has inherent limitations which are specified in Annex A.

### 2.4 SCOPE OF THE STANDARD

This standard applies to inspections carried out in the context of real estate transactions concerning residential buildings, or private units thereof.



This standard does not cover the technical expertise that may be recommended as a result of an inspection.

NOTE — The use and pertinence of obtaining technical expertise can only be established after the inspection of a residential building, or portion thereof.

This standard does not cover activities reserved for members of a professional body such as the Ordre des ingénieurs du Québec, the Ordre des architectes du Québec, or the Ordre des technologues professionnels du Québec, or for members of a corporation such as the Corporation des maîtres électriciens du Québec or the Corporation des maîtres mécaniciens en tuyauterie du Québec.

This standard does not cover inspections aimed at enabling a syndicate of a divided co-ownership to establish a maintenance log or to prepare a certificate of the syndicate attesting to the condition of an immovable under the *Civil Code of Québec*, nor does it cover the five-yearly inspections required for consumer cooperatives under the *Cooperatives Act*.

This standard is not intended to certify a system, component, or device, nor to verify compliance with any applicable standard, code, or regulation.

NOTE — A building inspector may, however, draw on an existing requirement of a standard, code or regulation to identify a risk to safety or well-being.

This standard does not apply to inspections prior to acceptance of new residential buildings carried out in accordance with the *Regulation Respecting the Guarantee Plan for New Residential Buildings*.

This standard does not provide for recourse to any measuring device whose use or interpretation of results requires a particular qualification or training.

This standard is not aimed at restricting the possibility for a building inspector to offer supplementary services to those required by this standard.

### 3 DEFINITIONS

For the purpose of this standard, the following definitions shall apply:

accessible, adj. Characteristic of a location whose access point is unobstructed, unlocked and of a sufficient size for the building inspector to enter and move around freely without endangering his safety or well-being. French: *accessible*.

accessory equipment, n. Components on or in a residential building, or nearby, that are not installed in a permanent manner, that are not essential or required. French: *équipement accessoire*.

NOTE — Seasonal equipment (e.g., storm or screen windows, or awnings) and heating or air conditioning equipment (e.g., heaters or portable air conditioners) that are not installed in a permanent manner are considered as accessory equipment. Recreational and sports equipment (swimming pools, hot tubs, tennis courts), which are not essential or required, are also considered as accessory equipment.

additional information, n. Clarification that the inspection cannot provide, but that the applicant should obtain. French: *information additionnelle*.

apparent defect, n. Problem detectable by the building inspector at the time of the inspection. French: *vice apparent*.

applicant, n. Person who entrusts the carrying out of an inspection to a building inspector. French: *requérant, requérante*.

attached structure, n. Component or system in contact with a private unit or a residential building and permanently connected to it. French: *structure attenante*.

NOTE — For the purposes of this standard, the term *attached structure* also includes the common portions reserved for the use of the occupants of a residential unit or a commercial unit in a residential building, essentially the *common portions for restricted use* under the *Civil Code of Québec*.

close examination, n. Careful and diligent visual inspection of all observable components of all systems of a residential building, or portion thereof, but that can also rely on other sensory perceptions such as touch, hearing, and smell, or on the use of common instruments to obtain meaningful data. French: *examen attentif*.

commercial unit, n. Any fraction of a residential building intended for the use of one or more offices or businesses such as a restaurant, a grocery store, a shop, or a hairdressing salon, etc. French: *unité à vocation commerciale*.

common instrument, n. Object of everyday use for taking measurements that can be used without damaging the components of the portions of the residential building covered by the inspection, and whose results can be interpreted without the need for specialized qualifications or training. French: *instrument usuel*.

NOTE — The common instruments most frequently used by building inspectors are binoculars, tape measures, laser tape measures, thermometers, voltage testers, infrared thermometers, receptacle testers, AFCI/GFCI receptacle testers, spirit levels, and moisture meters. Other common instruments may also be used.

component, n. Physical element that is part of a residential building system (reference: CSA A770 [modified]). French: *composante*.

NOTE — A floor beam is a component of the floor system.

deficiency indicator, n. Detectable sign or combination of signs at the time of the inspection that prevent the building inspector from confirming the existence of a problem. French: *indice de déficience*.

divided co-ownership, n. Mode of ownership whereby each co-owner holds a private unit and a proportionate share of the common portions of a residential building. French: *copropriété divisée*.

NOTE — The fraction of a residential building in divided co-ownership referred to as a *private unit* in this standard is a *private portion* under the *Civil Code of Québec*.

home automation system, n. A set of techniques and instruments using electronics, information technology, and telecommunications to allow the functions of a residential building to be controlled and programmed via a fixed or mobile interface. French: *système domotique*.

NOTE — Programmable thermostats or switches, Internet cables, telephone cables, wireless Internet connections, and intrusion alarm systems are all examples of components of a home automation system.

HVAC system (heating, ventilation and air conditioning system), n. Integrated system whose components control the heating, relative humidity, air circulation, and air conditioning in a residential building, and whose aim is to maintain good indoor air quality and optimal thermal comfort. French: *système CVCA (chauffage, ventilation et climatisation de l'air)*.

infrared thermometer, n. Electronic instrument for remote temperature measurement using an infrared beam with the value displayed on a digital screen. French: *thermomètre à infrarouge*.

NOTE — An infrared thermometer, a common instrument under this standard, is not to be confused with a thermal imaging camera, which is a measuring instrument that detects infrared radiation emitted by an object or body generating heat and converts it into a visible image. Specialized qualifications and training are required to use a thermal imaging camera and interpret the visible images that are generated.

meaningful data, n. Clarification or factual element obtained by the building inspector at the time of the inspection. French: *donnée complémentaire*.

moisture meter, n. Device that measures the moisture content of non-metallic surfaces. French: *humidimètre*.

objective evidence, n. Factual element or data collected at the time of the inspection to establish the presence or absence of an apparent defect or deficiency indicator, the existence of a condition preventing the requirements of this standard from being met, or the verity of an observation. French: *preuve objective*.

NOTE — Pictures, hand-written notes, recordings, results of measurements carried out using common instruments, emails, and sketches are all examples of objective evidence.

observable, adj. Characteristic of a system, component, or device installed in a permanent manner and located in an accessible location that the building inspector can see, touch, or examine without having to move an object, without endangering his safety or well-being, or that

of other persons present at the time of the inspection, without having to dismantle, open, or uncover all of these systems or components or a portion thereof, without having to use equipment or tools other than a common instrument, and without performing an action that might foreseeably cause damage to the residential building. French: *observable*.

onsite wastewater treatment, n. Operation involving equipment that carry out physical operations and biological or chemical processes to treat wastewater from residential buildings that are not served by community facilities, to return such wastewater to the environment without risk of contamination of water intended for human consumption or surface water, or threat to the ecological balance. French: *assainissement autonome des eaux usées*.

NOTE — Septic tanks, leaching fields, sand filters, absorbing wells, and watertight and perforated pipes are all examples of equipment used in onsite wastewater treatment.

private unit, n. Residential or commercial unit in a residential building. French: *unité privée*.

probe, to, v. Action consisting of verifying the condition of a component by hand or using a tool such as a screwdriver, hammer, or punch. French: *sonder*.

remaining service life, n. Period of time during which a system, component or device is likely to continue to fulfill its function. French: *durée d'utilisation restante*.

residential building, n. Building in which at least one private unit is a residential unit. French: *bâtiment d'habitation*.

NOTE — For the purposes of this standard, a residential building may also include one or more commercial units. In current language usage, this type of residential building is sometimes referred to as a *mixed-use building*.

residential unit, n. Any fraction of a residential building designed as living quarters for one or more persons without their being accommodated or interned to receive medical care. French: *unité d'habitation*.

NOTE — The fraction of a residential building in divided co-ownership referred to as a *private unit* in this standard is a *private portion* under the *Civil Code of Québec*.

risk to safety or well-being, n. Potential hazard, identifiable by the building inspector, that could result in injury or illness, or damage to the residential building or what is contained within, or have a harmful effect on the environment. French: *risque pour la sécurité ou l'intégrité physique*.

supplementary service, n. Undertaking that goes beyond the scope of the inspection carried out in accordance with the requirements of this standard, but that the building inspector may offer to the applicant. French: *service supplémentaire; service additionnel*.

NOTE — The use of instruments that are not considered as common instruments, the inspection of elements not covered by this standard, such as a fence or shed, the collection of samples or the provision of technical expertise requested by the applicant are all examples of supplementary services that go beyond the scope of the inspection carried out in accordance with the requirements of this standard.

system, n. Group of interdependent components assembled to perform a particular function in a residential building. French: *système*.

technical expertise, n. Additional investigation to the inspection, which is carried out by a specialist or expert by means of measuring devices requiring specialized skills and knowledge, destructive or non-destructive tests, calculations, and other means to obtain results, draw conclusions, and provide recommendations concerning construction, architecture, and engineering. French: *expertise technique*.

useful life, n. Period of time during which a system, component or device is likely to fulfill its function under normal conditions of use. French: *durée de vie utile*.

NOTE — Useful life is not to be confused with the guarantee, legal or conventional.

#### 4 PORTIONS COVERED BY THE INSPECTION

An inspection carried out in accordance with the requirements of this standard shall cover the portions of the residential building specified in the table below:

Object of the real estate transaction	Portions of the residential building to be inspected
Residential building	<ul style="list-style-type: none"> <li>Residential building</li> <li>Private units</li> </ul>
Private unit	<ul style="list-style-type: none"> <li>Private unit</li> <li>Attached structures to the private unit</li> <li>Common portions of the residential building, unless the applicant decides not to have them inspected, in whole or in part</li> </ul>

The building inspector shall ensure that an applicant's decision not to have the common portions of a residential building inspected, in whole or in part, is known at the time of signing the service contract (see Clause 5.1).

#### 5 PREPARATION FOR THE INSPECTION

##### 5.1 SERVICE CONTRACT

Before carrying out an inspection in the context of a real estate transaction regarding a private unit or a residential building, the building inspector shall enter into a service contract with the applicant. At the time of entering into this service contract, the building inspector shall point out to the applicant the importance of obtaining this standard and being aware of its contents, as well as of the importance of witnessing the inspection.

In accordance with the requirements of this standard, the service contract shall enable the applicant to:

- a) agree, with the building inspector, on the time frame for completion of the inspection and delivery of the inspection report;
- b) give his express consent to receive the inspection report in electronic format via email;
- c) provide his decision not to have the common portions of the residential building inspected, in whole or in part;
- d) obtain the link for an electronic copy or instructions for a paper copy of this standard in order to examine it before the inspection takes place.

The service contract shall also include all the mandatory clauses prescribed in any regulation adopted under the *Building Act*.

## 5.2 INFORMATION TO BE PROVIDED REGARDING THE INSPECTION

The building inspector shall ask the applicant to inform the following persons of the time of the inspection:

- a) the owner or owners of the private unit or residential building;
- b) the syndicate of the co-ownership or the owners' cooperative, if applicable;
- c) the lessee or lessees of the private unit or residential building, if applicable, in accordance with articles 1931 and 1932 of the *Civil Code of Québec*;
- d) any other person with a right to the private unit or residential building.

The building inspector shall also ask the applicant to ensure that all persons concerned are informed of the inspection procedure and any prerequisites for its achievement (see Annex B).

## 5.3 REQUEST FOR ACCESS TO AVAILABLE INFORMATION

### 5.3.1 Declarations by the seller

Before undertaking an inspection in the context of a real estate transaction regarding a private unit of a residential building, the building inspector shall ask the applicant to provide him with a Declarations by the seller form duly completed by the owner or owners of the private unit or, if the owner is not a natural person, by the authorized representative, and by a representative of the syndicate of the co-ownership or owners' cooperative, if applicable.

Before undertaking an inspection in the context of a real estate transaction regarding a residential building, the building inspector shall ask the applicant to provide him with a Declarations by the seller form duly completed by the owner or owners of the residential building or, if the owner is not a natural person, by its authorized representative.

NOTE — In the event that the real estate transaction is done through a real estate agent, the declaration by the seller is completed using one of the following forms *Declarations by the Seller of the Immovable — Chiefly Residential Immovable Containing less than Five Dwellings Excluding Divided Co-ownership* (designated DS) or *Declarations by the Seller of the Immovable — Divided Co-ownership* (designated DSD) whose use is imposed by the Organisme d'autoréglementation du courtage immobilier du Québec (OACIQ). The form in Annex F of this standard may be used in other situations.

### 5.3.2 Other information and documents to be requested from the applicant

The building inspector shall ask the applicant to provide him with other information and documents available concerning the residential building to be inspected, essentially:

- a) the relevant document(s) from the *RBO Inspection Checklists* from the Guarantee Plan for New Residential Buildings, if the residential building was delivered less than five years prior;
- b) inspection reports and technical expertise reports from the five previous years, if applicable;
- c) the duly completed document *Additional Information — Category 2 Residential Building*, included in Annex D of this standard, in the context of a real estate transaction regarding a category 2 residential building or private unit of a category 2 residential building;
- d) the duly completed document *Additional Information — Owners' Cooperative*, included in Annex E of this standard, in the context of a real estate transaction regarding a private unit or residential building organized as an owners' cooperative;
- e) the duly completed form *Request for Information to the Syndicate of Co-owners* whose use is recommended by the OACIQ in the context of a real estate transaction regarding a private unit of a residential building in divided co-ownership.

The building inspector shall extract from the documents obtained in a timely manner the information relevant to the planning and conduct of his inspection.

### 5.3.3 Unavailable information and documents

The building inspector shall gather objective evidence of the reasons why the information and documents requested are unavailable or were not obtained in a timely manner.

#### 5.4 TIME DEVOTED TO THE INSPECTION

The building inspector shall devote the necessary time to the implementation of and conformity with the requirements of this standard.

#### 5.5 PERSONS PRESENT AT THE TIME OF THE INSPECTION

No matter how many people are present on site, the building inspector shall take all necessary steps to maintain control of the inspection procedure.

The applicant should witness the inspection.

In the context of a real estate transaction regarding a residential building, the owner or a representative of the owner of the residential building should be available on site at the time of the inspection.

In the context of a real estate transaction regarding a private unit of a residential building, the owner, or a representative of the owner, of this private unit should be available on site at the time of the inspection of the private unit. If the inspection of the common portions, in whole or in part, is envisaged, a representative of the other owner or owners of private units, or of the syndicate of the co-ownership, or of the owners' cooperative, as the case may be and if applicable, should also be available on site at the time of the inspection of the common portions.

In order to keep a record in his inspection report, the building inspector shall note the name of each person who witnesses the inspection and the names of those present on site at the time of the inspection.

### 6 CONSIDERATIONS REGARDING THE INSPECTION

#### 6.1 VERIFICATION OF THE APPLICANT'S LEVEL OF UNDERSTANDING

Prior to the inspection of the residential building, the building inspector shall verify the applicant's level of understanding by talking with him to establish whether the applicant:

- a) has familiarized himself with this standard;
- b) has any question regarding the nature of the inspection that will be carried out in conformity with the requirements of this standard;
- c) is aware that he may be advised to obtain additional information or seek technical expertise before taking a decision concerning the real estate transaction;
- d) has understood that the inspection has inherent limitations, as set out in Annex A;
- e) has any questions regarding the inspection procedure.



## 6.2 OBJECT REMOVAL

The building inspector should ask the owner of the private unit or residential building being inspected, or its representative, or, if appropriate, the representative of the syndicate of the co-ownership or owners' cooperative, if this person is available on site at the time of the inspection, to move objects or clear accesses such as accesses to roof space or crawl space to enable him to meet the requirements of this standard.

## 6.3 SAFETY AND PROTECTION OF WELL-BEING

The building inspector shall take the necessary steps to avoid compromising his safety or well-being or that of other persons present at the time of the inspection.

## 7 MEANS IMPLEMENTED AT THE TIME OF THE INSPECTION

### 7.1 GATHERING OF OBJECTIVE EVIDENCE

#### 7.1.1 Presence or absence of detectable signs

The building inspector shall gather objective evidence for each apparent defect, deficiency indicator, or risk to safety or well-being that the means implemented at the time of the inspection enable him to detect (see Clauses 7.2, 7.3, 7.4 and Annex C).

The building inspector shall also gather objective evidence to demonstrate, if appropriate, the absence of an apparent defect, deficiency indicator, or risk to safety or well-being detectable at the time of the inspection.

NOTE — The building inspector may, for example, take pictures of the bottoms of finished basement walls to demonstrate that no trace of damp or signs that may suggest the potential presence of mould were detectable at the time of the inspection, or take pictures of the railings to demonstrate the absence of configuration problems.

#### 7.1.2 Conditions preventing fulfillment of a requirement

The building inspector shall gather objective evidence of conditions that prevent him from meeting a requirement of this standard, essentially:

- a) the fact that a component or device is not in an accessible location;
- b) the fact that a component or device is not observable;
- c) the absence, at the time of the inspection, of a person who can activate the controls to turn on observable devices or ensure a location's accessibility;
- d) unfavourable weather conditions at the time of the inspection;

- e) the possibility that his actions or gestures may damage a system, component or device;
- f) the unavailability of or impossibility of obtaining the documents requested of the applicant in a timely manner (see Clause 5.3);
- g) conditions that may compromise his safety or well-being or that of other persons present at the time of the inspection.

## 7.2 CLOSE EXAMINATION

### 7.2.1 Scope of the close examination

The building inspector shall undertake the close examination of observable systems and components to identify apparent defects, deficiency indicators, and risks to safety or well-being that are detectable in the portions of the residential building covered by the inspection. The close examination shall also cover the attached structures and elements that may damage the portions of the residential building covered by the inspection (see Chapter 4).

NOTE — The attached structures for a private unit of a residential building in divided co-ownership are the *common portions for restricted use* under the *Civil Code of Québec*.

### 7.2.2 Collection of meaningful data

The building inspector should use common instruments to collect meaningful data to objectively validate what he has detected during the close examination.

NOTE — For example, a building inspector who detects a sign of deterioration due to water or signs that may suggest the potential presence of mould may use a moisture meter to collect meaningful data such as the moisture content.

The building inspector who uses a common instrument shall verify whether the manufacturer recommends that such common instrument be calibrated, and, if appropriate, shall be able to demonstrate that it was calibrated in accordance with the recommendations of the manufacturer.

In the event that the building inspector detects signs of deterioration of a component, he shall probe this component to assess the importance of the deterioration.

NOTE — The building inspector is not obliged to probe the materials if doing so may significantly damage a finished surface.

In the event that a location is not accessible, the building inspector shall still try to carry out a close examination from an access point, if one exists.

The building inspector shall take into account the information contained in the documents obtained in a timely manner from the applicant (see Clause 5.3).

### 7.2.3 Presence of certain signs

Whilst performing the close examination, the building inspector shall pay special attention to signs that may suggest that the useful life of a system, component, or device has been reached or will soon be reached.

The building inspector shall pay special attention to the presence of rings, stains, swelling, abnormal condensation, high moisture content, or efflorescence on concrete surfaces that may suggest water infiltration, water leakage, sewer back-up, or improper functioning of the foundation drainage system, etc.

The building inspector shall bring to the applicant's attention any signs that may suggest the potential presence of:

- a) rodents, insects, or other vermin that may damage the components of the residential building;
- b) ochre deposits;
- c) pyrite or pyrrhotite;
- d) mould or fungus;
- e) risks to safety or well-being, especially those related to the potential presence of asbestos.

NOTE — The materials used in construction or renovation before 1990 may contain asbestos. It is the role of the building inspector to bring the possibility of a risk to safety or well-being to the attention of the applicant and to inform him, as he has to regarding any possibility of a risk to safety or well-being, of the precautions that need to be taken until the absence of asbestos has been confirmed, of the situations when the realization of a technical expertise becomes inevitable to confirm the presence or absence of asbestos, and of the risks of airborne asbestos fibres and of their inhalation by the occupants in the event that a technical expertise confirms the presence of asbestos (see Clause 8.3).

## 7.3 ASSESSMENT OF THE WORKING CONDITION OF OBSERVABLE DEVICES

Depending on the portion of the residential building covered by the inspection, the building inspector shall ask the owner of the private unit, the owner of the residential building, the representative of the syndicate of the co-ownership, or the representative of the owners' cooperative, if available at the time of the inspection, to activate the controls to turn on the observable devices, notably those mentioned in Chapter 12 for which the working condition shall be assessed by the building inspector.

It is not recommended that the building inspector request the activation of the controls to turn on a device:

- a) if the owner of the private unit, the owner of the residential building, the representative of the syndicate of the co-ownership, or the representative of the owners' cooperative, as the case may be, declares or has already declared the device to be defective;
- b) if the weather conditions at the time of the inspection are not favourable to the device being activated.

#### 7.4 USE OF INFORMATION CONTAINED IN THE DOCUMENTS OBTAINED IN A TIMELY MANNER FROM THE APPLICANT

The building inspector shall acquaint himself with the information contained in the documents obtained in a timely manner from the applicant, and shall recommend to the applicant that he obtains additional information before taking a decision concerning the real estate transaction in the event that this information suggests:

- a) the useful life of a system, component, or device has been reached;
- b) a risk for safety or well-being;
- c) noncompliance with a requirement of a standard, code, or regulation applicable to a category 2 residential building or to a residential building belonging to an owners' cooperative, according to the answers obtained in the forms in Annex D or Annex E;
- d) a recommendation contained in a report likely not to have been followed or taken into account;
- e) previous events likely to have an impact on the condition of the portions of the residential building covered by the inspection.

## 8 RESULTS OF THE INSPECTION

### 8.1 APPARENT DEFECTS

The building inspector shall use the objective evidence gathered and, if appropriate, the meaningful data or the information contained in the documents obtained from the applicant, to describe each apparent defect detected at the time of the inspection. The building inspector shall describe the impact of the apparent defect on the condition of the portions of the residential building covered by the inspection and state the risks if no action is taken.

Depending on the nature or the importance of the apparent defect, the building inspector should recommend to the applicant to obtain additional information before taking a decision concerning the real estate transaction.

## 8.2 DEFICIENCY INDICATORS

The building inspector shall use the objective evidence and, if appropriate, the meaningful data or the information contained in the documents obtained from the applicant, to describe the sign or combination of signs leading him to identify a deficiency indicator, including a deficiency indicator related to the reaching of the end of useful life of a device, component, or system. The building inspector shall make and justify an objective recommendation concerning each deficiency indicator.

A building inspector who recommends the realization of a technical expertise shall specify what it is expected to explain or verify, shall guide the applicant as to the qualifications that the person should have to provide the required technical expertise, and shall state the risks of ignoring the recommendation.

## 8.3 RISKS TO SAFETY OR WELL-BEING

When he detects a risk to safety or well-being, the building inspector shall use the objective evidence and, if appropriate, the meaningful data or the information contained in the documents obtained from the applicant, to describe it. The building inspector shall determine the impact of the risk to safety or well-being on the condition of the portions of the residential building covered by the inspection, make a recommendation aimed at eliminating it, and state the risks of ignoring the recommendation. The building inspector should, if applicable, draw on an existing requirement of a standard, code, or regulation when making a recommendation aiming to eliminate a risk to safety or well-being.

**NOTE** — For example, the building inspector may recommend the replacement of a receptacle near a sink with a ground fault circuit interrupter (GFCI) receptacle mentioning that the purpose is to reduce the risks of electric shock. Drawing on the applicable requirement, the building inspector can either indicate that the cost of replacement should be taken into account before making the decision concerning the real estate transaction, or suggest that the applicant consider carrying out this replacement if he acquires the residential building.

In the event that signs suggest the possibility of a risk to safety or well-being, the building inspector shall use the objective evidence and, if appropriate, the meaningful data or the information contained in the documents obtained from the applicant to identify the possibility of a risk to safety or well-being. The building inspector shall state the precautions to be taken until a technical expertise has confirmed the absence of a risk to safety or well-being, shall identify the situations when the realization of a technical expertise becomes inevitable, shall specify what the technical expertise is expected to explain or verify, shall guide the applicant as to the qualifications that the person should have to provide the required technical expertise, and shall state the risks related to confirmation of the risk to safety or well-being.

## 8.4 INTERACTIONS WITH THE APPLICANT

The building inspector shall draw the attention of the applicant who witnesses the inspection to the apparent defects, deficiency indicators, and risks to safety or well-being that are detected at the time of the inspection.

The building inspector shall provide objective explanations based on the objective evidence, the meaningful data collected at the time of the inspection, and the information contained in the documents obtained in a timely manner from the applicant.

The building inspector shall remind the applicant that when the inspection report is prepared, the examination of the objective evidence, meaningful data, and information contained in the documents obtained from the applicant may reveal apparent defects, deficiency indicators, or risks to safety or well-being other than those brought to the applicant's attention at the time of the inspection.

The building inspector shall remind the applicant to read the inspection report carefully prior to taking a decision concerning the real estate transaction for the private unit or residential building.

## 9 INSPECTION REPORT

### 9.1 FORMAT AND CLARITY

The building inspector shall prepare an inspection report in the form of a descriptive text, using language that is simple, explicit, and unambiguous. He shall use the objective evidence and, if appropriate, the meaningful data collected at the time of the inspection, and the information contained in the documents obtained from the applicant (see Chapter 5), to write a complete inspection report mentioning everything that was detected during the inspection. The inspection report shall not contain any general, imprecise statements, and each apparent defect, deficiency indicator, and risk to safety or well-being detected during the inspection shall be mentioned.

**NOTE** — A list of checked elements on a form listing elements to be assessed does not constitute a valid inspection report.

The building inspector shall obtain the express authorization of the applicant to send him an electronic copy of the inspection report by email. Without this express authorization, the building inspector shall present the applicant with a paper copy of the inspection report.

**NOTE** — The obligation to seek the express authorization of the applicant to provide an electronic copy of the inspection report observes the provisions of Clause 29 of the *Act to Establish a Legal Framework for Information Technology*. An applicant who has given his express authorization may withdraw it at any time by notifying the building inspector of his preference for a paper copy of the inspection report.

The building inspector shall ensure that the inspection report is conveyed to the applicant within the expected time frame specified in the service contract.

## 9.2 ESSENTIAL INFORMATION

The building inspector shall include the following information in the inspection report:

- a) the name and address of the applicant, and his email address if applicable;
- b) the name, address, and telephone number of the building inspector, and its RBO certificate number, if applicable;
- c) the date of signature of the service contract;
- d) the date of the inspection;
- e) the date the inspection report was completed;
- f) the address of the private unit or residential building inspected;
- g) the name of the syndicate of the co-ownership for a real estate transaction for a private unit of a residential building in divided co-ownership;
- h) the weather conditions at the time of the inspection;
- i) a mention to the effect that the report has been prepared in conformity with the requirements of this standard;
- j) a mention to the effect that the inspection report describes the situation ascertained at the time of the inspection and that it is impossible to predict the future condition of the components and systems of the portions of the residential building covered by the inspection, especially in the absence of adequate maintenance.

## 9.3 CONTENT

In the inspection report, the building inspector shall only provide information directly related to what the inspection has enabled him to detect.

In the inspection report, the building inspector shall:

- a) summarize the characteristics of the private unit or residential building and their condition;
- b) list the documents he has obtained from the applicant, identify them clearly by their title, date of signature, and number, if applicable, specify which ones were taken into account prior to the inspection, and, if appropriate, provide a specific reference if a document has been used to support an assertion;

- c) bring to the applicant's attention the information mentioned in Clause 7.4 contained in the documents obtained in a timely manner from the applicant and concerning which the building inspector recommends that the applicant obtain further information prior to taking a decision concerning a real estate transaction;
- d) list the names of all persons who witnessed the inspection or who were available on site at the time of the inspection;
- e) describe the systems, components, and devices inspected;
- f) indicate if the common instruments were used to obtain meaningful data concerning the apparent defects or deficiency indicators detected during the close examination, provide a brief description of them, and state what they were used to validate;
- g) describe each apparent defect detected in accordance with the requirements specified in Clause 8.1;
- h) describe each deficiency indicator detected in accordance with the requirements specified in Clause 8.2;
- i) describe each risk or possibility of risk to safety or well-being in accordance with the requirements specified in Clause 8.3;
- j) determine, if appropriate, the additional information to be obtained by the applicant or any technical expertise required prior to a decision being taken concerning the real estate transaction;

NOTE — Expressions such as *if applicable* or *to be evaluated by a competent person* are vague and to be avoided regarding a recommendation for technical expertise.

- k) inform the applicant of the special attention paid to the search for the signs mentioned in Clause 7.2.3 and clearly point out, if appropriate, the absence of an apparent defect, deficiency indicator, or risk to safety or well-being detectable at the time of the inspection in connection with each of these signs;
- l) describe, if appropriate, the conditions that prevented the requirements of this standard from being met;
- m) indicate whether the distribution power line is overhead or underground, specify the capacity of the electrical service box and distribution panels, and note how branch circuits are protected from overloads (breakers or fuses).

#### 9.4 SIGNATURE OF THE INSPECTION REPORT

The building inspector in charge of carrying out the inspection shall sign the inspection report.



## 9.5 APPLICANT'S QUESTIONS

The building inspector shall offer the applicant the possibility to ask questions and discuss the content of the inspection report. The building inspector shall find a favourable moment for a discussion with the applicant if such a discussion has been requested.

NOTE — The applicant is strongly encouraged to read the inspection report carefully and to ensure that its contents is fully understood before taking a decision concerning a real estate transaction.

## 10 FILE RELATING TO THE INSPECTION

The building inspector's file shall contain the following documents relating to his provision of services:

- a) all correspondence with the applicant, including, if applicable, each written authorization permitting the inspection report to be given to a person other than the applicant;
- b) a copy of the service contract or contracts relating to the inspection of the residential building;
- c) a copy of each contract for a supplementary service provided by the building inspector at the request of the applicant and, if appropriate, a copy of the report relating to the provision of this supplementary service by the building inspector;
- d) all objective evidence gathered at the time of the inspection (handwritten notes, pictures, recordings, or sketches), whether they have been used or not in the preparation of the inspection report;
- e) a copy of the inspection report delivered to the applicant;
- f) a copy of each document obtained relating to the inspection.

## 11 PROFESSIONAL ETHICS

The building inspector shall respect the following set of ethics regarding his provision of services:

- a) respect the confidential nature of all information obtained relating to the inspection;
- b) obtain prior written authorization from the applicant before giving a copy of the inspection report to other persons, except when required by a body with powers of verification, inspection, monitoring, or investigation assigned to it by law, or when the request is made by an insurance company relating to a claim;

- c) act in a manner as not to compromise his safety or well-being or that of the applicant or other persons present at the time of the inspection;
- d) refrain from damaging the residential building inspected in any manner;
- e) communicate and interact with the applicant in an objective manner;
- f) bring to the applicant's attention any situation encountered relating to the inspection that may influence his decision concerning a real estate transaction and for which the applicant should obtain additional information;
- g) bear in mind the limitations of his abilities and knowledge, and of the means at his disposal, before rendering or offering to render inspection services concerning a residential building.

## 12 SYSTEMS, COMPONENTS, AND DEVICES TO BE INSPECTED

### 12.1 STRUCTURAL COMPONENTS

#### 12.1.1 Scope of the inspection

The building inspector shall apply the means specified in Chapter 7 to inspect the structural components, i.e., those which are load-bearing, such as:

- a) the frame and foundations;
- b) load-bearing concrete and wooden walls;
- c) columns, beams, and floor joists;
- d) structural concrete slabs;
- e) roof trusses.

#### 12.1.2 Expected results

In particular, the inspection shall allow to detect apparent defects, deficiency indicators, or risks to safety or well-being such as:

- a) damage or alterations to load-bearing components;
- b) the displacement of components relative to each other, signs of subsidence of foundation walls, stair-step cracks and crevices in exterior cladding or masonry work, or suspect spacing between components;
- c) the presence of deviations from an original position, signs of subsidence or deformation of components;

- d) the presence of corrosion on structural metal parts such as steel lintels, or evidence of rot on wood components;
- e) the presence of cracks, heaving, or deterioration of the foundation walls or floating slab;
- f) the presence of water infiltration, rings, efflorescence on concrete surfaces, or stains that may suggest the potential presence of mould.

NOTES —

- 1 The foregoing list is not exhaustive. The building inspector may detect other apparent defects, deficiency indicators, or risks to safety or well-being than those listed above.
- 2 The close examination of interior architectural components may also reveal an apparent defect, deficiency indicator, or risk to safety or well-being related to the structure of the residential building.

## 12.2 EXTERIOR ARCHITECTURAL COMPONENTS

### 12.2.1 Scope of the inspection

The building inspector shall apply the means specified in Chapter 7 to inspect the exterior architectural components such as:

- a) the wall cladding, masonry, trim, flashing, mouldings, and exterior doors and windows;
- b) the storm windows, storm doors, screens, shutters, and awnings that are not accessory equipment;
- c) the roof components such as the roof covering, roof drainage systems, flashing, skylights, lanterns, valleys, dormers, parapets, ornaments, chimney exteriors, plumbing vents and other roof penetrations, eaves, soffits and fascia;
- d) the components providing access to the residential building such as driveways, decks; walkways and sidewalks leading to entrances, balconies; stairways; passages, porches, balustrades, guardrails, handrails, and railings;
- e) the components around the residential building such as gutters and downspouts;
- f) the external elements surrounding the residential building that may damage it such as vegetation, trees and shrubs, retaining walls, soil slopes, surface water management, etc.

### 12.2.2 Expected results

In particular, the inspection shall allow to detect apparent defects, deficiency indicators, or risks to safety or well-being such as:

- a) signs of deterioration or aging of the exterior cladding such as rot, rust, or flaking, damaged, or missing paint;
- b) signs of wear and tear or damage to a sloped roof covering, such as missing, loose, or damaged shingles, or signs of improper ventilation or insulation in the roof space such as curling shingles, rusty roofing nails, or ice formation on the eaves in winter;
- c) signs of deterioration or alteration of the membrane, or the observation of areas without their shield of gravel or granules on a flat roof;
- d) configurations presenting a risk to safety or well-being;
- e) evidence of fastening and stability problems with assemblages of exterior architectural components, permanently installed equipment, roof components, components providing access to the residential building, and components around the perimeter of the residential building;
- f) signs of water infiltration, vulnerability to the elements or air permeability such as missing or cracked sealant around a door or window, a defective seal on the exterior cladding, the absence of flashing in good condition or of spandrels fitted with drip edges at the tops and bottoms of doors and windows, or the absence of flashing in good condition or a drainage gap between a balcony joist and the rim joist;
- g) evidence of loose, deteriorated, or missing mortar on masonry work, swelling of a façade, deteriorated brick surfaces or the presence of cracks, the absence of weep holes or presence of clogged or partially clogged weep holes in the first course of masonry at the junction with the foundation and above doors and windows in a cavity wall;

NOTE — In some masonry work, the presence of weep holes may be problematic.

- h) the presence of land slopes with an incline towards the foundation walls;
- i) the presence of invasive vegetation, or mature trees or master branches that may damage the residential building;
- j) the poor condition of a retaining wall that may damage the residential building;
- k) evidence of water accumulation on a balcony or deck;

- l) the presence of rust on observable surfaces of prefabricated chimneys;
- m) the absence of guardrails, railings, or handrails to ensure safety;
- n) the observation of problems with the height and configuration of existing guardrails, railings, or handrails.

NOTE — The foregoing list is not exhaustive. The building inspector may detect other apparent defects, deficiency indicators, or risks to safety or well-being than those listed above.

## 12.3 PLUMBING SYSTEM

### 12.3.1 Scope of the inspection

The building inspector shall apply the means specified in Chapter 7 to inspect the plumbing system components such as:

- a) the indoor water supply and distribution components such as connected plumbing, valves, and toilet flush handles, which shall also be activated at the time of the inspection;
- b) the shut-off valves for water supply valves, plumbing fixtures, and the water inlet;

NOTE — The building inspector is not required to operate the safety shut-off valves, only to verify their presence and condition. In particular, the safety shut-off valve for the water inlet is not to be activated due to the risk of causing significant damage to the residential building in the event that a breakage may occur.

- c) the outdoor water distribution components, which shall be activated, such as valves, pipes and fittings, and the point of connection of the irrigation system to confirm the presence of a backflow preventer at that location;

NOTE — A building inspector who deems that the fact of operating one or more outdoor valves poses a risk of damage may refrain from doing so if this meets the requirements of Clause 7.1.2.

- d) the drainage and ventilation components such as interior and exterior floor drains, one-way valves, cleanouts, and exterior vent outlets;
- e) the plumbing fixtures such as sinks, wash basins, toilets, and bathtub and shower enclosures for signs of leakage and deterioration or drainage problems;
- f) the domestic hot water devices such as water heaters;
- g) the sewage containment components such as sumps, drainage sumps, catch basins, and inlet piping;
- h) the backflow preventers or airgaps whose purpose is to protect the drinking water system from contamination or cross-connections.

Assessment of the working condition of the sump pump and sewage pump shall be carried out by requesting activation of the controls for turning on these pumps in accordance with the requirements of Clause 7.3.

#### 12.3.2 Expected results

In particular, the inspection shall allow to detect apparent defects, deficiency indicators or risks to safety or well-being such as:

- a) evidence of leakage or corrosion;
- b) improper functioning of the sump pump or of the sewage pump;
- c) ineffective drainage or the lack of a floor drain;
- d) the absence of outdoor valves or of vacuum breakers on outdoor valves;
- e) the absence of a safety shut-off valve near a valve, fixture, or on a cold-water supply pipe of a water heater;
- f) the poor condition or evidence of improper functioning of the safety shut-off valve for the water inlet;
- g) the absence of a backflow preventer between the outdoor irrigation system and the drinking water system, or between a hot-water heating system and the drinking water system;
- h) the presence of lead components, particularly near the water inlet;
- i) the presence of reddish or yellowish water in the sumps and catch basins;
- j) the presence of condensation on the cold-water pipe in the basement;
- k) the presence of galvanized steel components or components made of a material that presents a risk of leakage or a risk to safety or well-being;
- l) the presence of leaks or moisture felt at the base of a water heater, or corrosion stains on a water heater;
- m) the absence of a vacuum breaker valve or the absence of a relief and thermal safety valve on top of the water heater;
- n) the absence of a rigid discharge pipe at the outlet of the pressure-relief and thermal safety valve of a water heater, with a diameter at least equal to that of the outlet of the pressure-relief and thermal safety valve, directed downwards to discharge indirectly above a floor drain, sump, or drain pan;

- o) the absence of a watertight, corrosion-resistant drain pan at the base of a water heater if the water heater rests directly on a wooden floor or is not located near a floor drain;
- p) the absence or inaccessibility of any relief valve, back-siphonage preventer, vacuum breaker, cleanout, valve, backflow preventer, expansion joint, floor drain, sump, separator, or plumbing equipment that is expected to be used, cleaned, or maintained;
- q) the impossibility to open or problems with the opening of a cleanout, valve, one-way valve, plumbing device or equipment that is expected to be used, cleaned, or maintained;
- r) the presence of an unsealed pipe that is no longer in use or is awaiting future use in the plumbing system;
- s) water hammer in the pipes when a valve is rapidly opened or closed, or the absence of devices to mitigate this phenomenon to protect the water distribution system;
- t) the absence of a floor drain or catch basin with a cover strong enough to support the anticipated loads in a garage;
- u) the absence of a backflow preventer, verified by a certified auditor, to protect the drinking water system against contamination, or of proof of annual verification of the backflow preventer for a category 2 residential building with at least nine private units or at least three storeys.

NOTES —

- 1 The foregoing list is not exhaustive. The building inspector may detect other apparent defects, deficiency indicators, or risks to safety or well-being than those listed above.
- 2 Although the age of a water heater is not an apparent defect or a deficiency indicator, the building inspector may note the date of manufacture of the water heater and suggest that the applicant obtain additional information regarding the requirements of the syndicate of the co-ownership or those of the insurer as to its replacement. This suggestion also applies to other components of the plumbing system, such as stainless-steel flexible pipes.
- 3 Although it is not the responsibility of the building inspector to verify the quality or quantity of water from a well, the building inspector may suggest that an assessment be made. He may also suggest that a prospective buyer obtain additional information from the seller regarding any previous problems related to the water supply.
- 4 Although it is not the responsibility of the building inspector to inspect onsite domestic wastewater treatment facilities, the building inspector may, within the limitations of his abilities and knowledge, advise the applicant of the role of these systems and of signs that may suggest they are not performing their role effectively, and indicate their useful life. The building inspector may also suggest that a prospective buyer obtain additional information from the seller as to the date of the installation and the existence of a certificate of conformity or site plan, and as to whether any alterations to the residential building may have affected the capacity of such a system.

## 12.4 ELECTRICAL INSTALLATION

### 12.4.1 Scope of the inspection

The building inspector shall apply the means specified in Chapter 7 to inspect the electrical installation components such as:

- a) the spool rack, mast and conduit, grounding wire, electrical service box, main and secondary distribution panels, while determining whether the main electrical connection is overhead or underground, and noting the capacity of the electrical service box and distribution panels, and the number of branch circuits used and spare circuit breakers in each panel;
- b) at least one light fixture, one electrical socket, and one light switch per room in the inspected portion of the residential building and, as required to obtain meaningful data, a few more;
- c) thermostats, junction boxes and the electrical wiring.

The building inspector shall inspect the components of the electrical installation without removing the cover of the distribution panel. The building inspector shall objectively determine if his findings during the inspection justify recommending that the applicant obtain additional information or request technical expertise by a member of the Corporation des maîtres électriciens du Québec.

Given the different possible configurations of ground fault circuit interrupter (GFCI) protection (e.g., GFCI breaker, GFCI protected receptacle, receptacle with GFCI in another room), the building inspector shall use an arc-fault circuit interrupter (AFCI) or GFCI receptacle tester to confirm the presence of such protection. The same common instrument shall be used to determine the presence of a combination-type AFCI. The building inspector should leave it to the owner of the private unit or residential building, or the representative of the syndicate of the co-ownership or owners' cooperative, to switch the breakers back on.

### 12.4.2 Expected results

In particular, the inspection shall allow to detect apparent defects, deficiency indicators, or risks to safety or well-being such as:

- a) the absence of mechanical protection of the power supply for outdoor devices such as heat pumps, or the use of an inappropriate power supply or an inappropriate location for such devices;
- b) the absence of a disconnecting means near an outdoor heat pump or air conditioning unit;
- c) the proximity of power lines to a balcony, door, or window;



- d) the proximity of power lines to a pool or hot tub or their fixtures;
- e) attachment problems at the connection point between the distributor's supply and the electrical service entrance to the residential building;
- f) problems with the attachment of the conduit and service mast to the residential building;
- g) the impossibility, after investigative efforts, to confirm the presence of a ground connection for the electrical service;
- h) defective or absent bonding to ground for a metal water distribution system, or interior metallic pipes for natural gas or propane distribution in the residential building;
- i) the use of an electrical equipment vault for storage purposes;
- j) the improper location of electrical equipment or components;
- k) the modification of electrical equipment;
- l) the presence of aluminum conductors, knob-and-tube wiring, or a fuse panel;

NOTE — A building inspector who detects the presence of one of these may request proof of an inspection carried out by an electrical contractor within the previous five years as meaningful data or recommend that the applicant obtain additional information.

- m) the presence of bare live wires, junction boxes and distribution panels with unsealed openings, or a knockout left open on a junction box;
- n) reversed polarity or unbounded receptacles;
- o) the absence of a complete list identifying each branch circuit fed by the distribution panel;
- p) the absence of GFCI protection for a receptacle located near a sink, bathtub, or shower;
- q) the absence of GFCI protection for a switch near a bathtub or a shower;
- r) the absence of GFCI protection for a hand-operated device for an electric heater located near a bathtub or shower;
- s) the presence of a thermostat near a bathtub or a shower;
- t) the absence of a combination-type AFCI on a branch circuit or an arc fault circuit interrupter (AFCI) receptacle for the first receptacle of a branch circuit supplying 125 V receptacles in a bedroom or private unit;

- u) the absence of tamper-resistant receptacles, also known as shuttered receptacles, or the absence of the TR (tamper-resistant) marking on such receptacles;
- v) the presence in a kitchen cabinet of an outlet receptacle that is not controlled or is not an integral part of a factory-built box and approved for that use;
- w) the presence of water or moisture around electrical devices or rust on electrical devices;
- x) evidence of overheating or discolouration of wiring or electrical devices.

NOTE — The foregoing list is not exhaustive. The building inspector may detect other apparent defects, deficiency indicators, or risks to safety or well-being than those listed above.

## 12.5 HEATING, COOLING, AND MECHANICAL VENTILATION SYSTEMS

### 12.5.1 Scope of the inspection

The building inspector shall apply the means specified in Chapter 7 to inspect the components of the heating, cooling, and mechanical ventilation systems such as:

- a) heating and air conditioning devices that are not accessory equipment;

NOTE — Heating and air conditioning devices meeting the definition of accessory equipment do not need to be inspected.

- b) fuel-burning devices used for additional heating such as gas fireplaces, fireplaces, and wood-burning stoves to identify the certification plate or the date of manufacture;
- c) fuel storage and dispensing components such as oil tanks and vertical propane tanks to check their condition and that of their associated piping;
- d) the clothes dryer vent;
- e) the observable part of the flues to verify that the materials, slopes, supports, and connections are adequate;
- f) the supply of combustion air to fuel-burning devices;
- g) the location of evacuation ducts for heating appliances and fuel-burning appliances;
- h) natural gas or propane gas piping to check for corrosion, adequate supports, potential for getting hit, and for the presence of an overpressure protection device.

The building inspector shall assess the working conditions of the HVAC system, gas fireplaces, heat pumps, and of any observable heating or cooling equipment by requesting activation of the operating controls of these devices.

The building inspector shall assess the working condition of the kitchen hood, bathroom, laundry, and other room fans, air exchangers, and permanently installed dehumidifiers by requesting activation of the operating controls of these mechanical ventilation components.

The building inspector shall use an infrared thermometer to verify the proper functioning of electric baseboard heaters, wall convection heaters, space heaters, radiant heaters, infrared radiation systems, thermostat-controlled radiators, and heating cables or panels. As required, the building inspector shall request activation of thermostats.

#### 12.5.2 Expected results

In particular, the inspection shall allow to detect apparent defects, deficiency indicators or risks to safety or well-being such as:

- a) the improper or problematic functioning of a component such as unusual noise, gas or smoke emissions, or inability to activate the component;
- b) the absence of an adequate and unobstructed air supply;
- c) the improper installation of equipment or ventilation ducts;
- d) the absence of a permanently installed heat source in a habitable room of a residential building adjacent to an unheated space, or the absence of a permanently installed heat source in an unfinished basement or crawl space if the floor between it and the residential building is not insulated;
- e) the presence of auxiliary heaters that may suggest improper insulation or an improper heating system, or the presence of dehumidifiers that, in combination with other signs, may suggest high humidity problems;
- f) the presence of problems with the drainage of the air conditioning system;
- g) excessive lint accumulation in the clothes dryer vent;
- h) the presence of an oil tank showing signs of deterioration or corrosion, or of an oil tank that does not have a mark attesting of its conformity to the requirements of the document ULC CAN-S602 or a data sheet identifying its date of manufacture;
- i) the presence of traces of oil or seepage at the base of the oil tank;

- j) the presence of connections between the oil tank and the fuel-burning appliance not covered in a protective sheath or that are buried in the concrete floor or under the ground;
- k) the absence of supports to prevent movement, collapse, or the overturning of the oil tank, or the presence of a combustible base or of an unstable foundation beneath such supports;
- l) the poor condition of the oil supply pipe or the vent and fill pipes of the oil tank;
- m) signs that may suggest current or past or presence of an underground oil tank;
- n) the presence of a vertical propane tank with a deep dent, damaged foot ring or protective collar, a part showing signs of corrosion or leakage, or of other damage that may suggest a weakness that may render the propane tank unfit for use;
- o) the location of a vertical propane tank that raises concerns about the proximity to openings of the residential building such as doors, windows, or mechanical fan exhausts, proximity to mechanical fan air inlets, or proximity to ignition sources such as a heat pump, pool heater, generator, electrical receptacle, or electric meter;
- p) the presence of a vertical propane tank that is not placed on a solid, stable base;
- q) evidence of condensation, leaks, or water ingress, or deterioration on the propane lines;
- r) the absence of a plug on a branch line pipe when a gas appliance has been removed;
- s) the improper installation of the flue pipes with respect to slope towards the fuel-burning appliance, or the materials, supports, or joints used;
- t) the location of flue pipes in an area that permits the reintroduction of smoke into the residential building, or the condensation of smoke on a walking surface, or their location in proximity to arc-producing electrical equipment;
- u) the detectable absence of a space free from thermal insulation around the perimeter of chimneys and flues, or the detectable presence of combustible materials around the perimeter of chimneys and flues.

NOTE — The foregoing list is not exhaustive. The building inspector may detect other apparent defects, deficiency indicators, or risks to safety or well-being than those listed above.

## 12.6 INTERIOR ARCHITECTURAL COMPONENTS

### 12.6.1 Scope of the inspection

The building inspector shall apply the means specified in Chapter 7 to inspect the interior architectural components such as:

- a) the walls, ceilings, woodwork, and floors of every room in the residential building, principally to detect deficiency indicators in the structure of the residential building or exterior architectural components or one of the signs mentioned in Clause 7.2.3;
- b) access components between floors such as steps, stairs, landings, balustrades, guardrails, handrails, and railings to detect risks to safety or well-being related to their robustness;
- c) components that open to the exterior or access components between rooms, such as doors, windows and their trim, hardware, and glazing;
- d) fixed furniture including cabinets and counters installed in the kitchen.

### 12.6.2 Expected results

In particular, the inspection shall allow to detect apparent defects, deficiency indicators, or risks to safety or well-being such as:

- a) the presence of damage to interior architectural components such as cracks in the ceiling or walls, doors that do not close properly, or uneven floors;
- b) the presence of water, moisture, or excessive condensation damage such as rings, discolouration, blistering, disintegration or rotting of materials, or stains that may suggest the potential presence of mould;
- c) the loosening of the glazing of thermally insulated windows evidenced by the presence of traces of condensation or dirt, or by a damaged or detached spacer;
- d) deficiencies relating to the stability, robustness, or safety of assemblages;
- e) the absence of guardrails, railings, or handrails;
- f) problems with the height or configuration of existing guardrails, railings, or handrails;

- g) problems with the configuration of stairs, riser heights, tread depths, particularly those of dancing steps in turning flights.

NOTE — The foregoing list is not exhaustive. The building inspector may detect other apparent defects, deficiency indicators, or risks to safety or well-being than those listed above.

## 12.7 ROOF SPACE, CRAWL SPACE, AND THERMAL INSULATION

### 12.7.1 Scope of the inspection

The building inspector shall apply the means specified in Chapter 7 to inspect the following:

- a) roof space;
- b) crawl space;
- c) unfinished walls and ceilings.

The building inspector shall confirm, in particular, the presence and type of thermal insulation and look for signs of improper ventilation or dehumidification in these areas.

### 12.7.2 Expected results

In particular, the inspection shall allow to detect apparent defects, deficiency indicators or risks to safety or well-being such as:

- a) the absence of an access point to the roof space or crawl space or the restrictive size of such an access point;
- b) the absence of thermal insulation or a quantity visibly insufficient to provide adequate thermal insulation;
- c) signs of improper ventilation or dehumidification such as the presence of frost or signs of water ingress, lack of proper air circulation, the presence of condensation rings on materials or stains that may suggest the potential presence of mould, excessive moisture in the air or the blackening of the solid decking material;
- d) the absence of a vapour barrier on an earthen floor in a crawl space;
- e) the presence of signs of water ingress around roof openings, such as plumbing vents, or the absence of plumbing vents;
- f) signs that may suggest the potential presence of rodents, insects, or other vermin;
- g) problems with the attachment of wooden roof trusses or problems with the lifting of roof trusses;

- h) the presence of unprotected plastic foam on a wall or ceiling, unless this unprotected plastic foam is located in the roof space or a crawl space.

NOTE — The foregoing list is not exhaustive. The building inspector may detect other apparent defects, deficiency indicators, or risks to safety or well-being than those listed above.

The presence of vermiculite used as thermal insulation is neither an apparent defect nor a deficiency indicator for the purposes of this standard. However, if the presence of this thermal insulation is detected, the building inspector shall inform the applicant of the possibility of a risk to safety or well-being if the vermiculite contains asbestos. The building inspector shall inform the applicant of the importance of not touching or moving the vermiculite without first having it tested to confirm that it does not contain asbestos. The building inspector shall inform the applicant of the importance of using a specialized firm if it becomes necessary to remove the vermiculite in the event that it has been confirmed that it contains asbestos.

The presence of urea-formaldehyde foam used as thermal insulation is neither an apparent defect nor a deficiency indicator for the purposes of this standard. However, if the presence of this thermal insulation is detected, the building inspector shall inform the applicant of the possibility of a risk to safety or well-being since, in the presence of water and moisture, urea-formaldehyde foam can promote mould growth or deteriorate. The building inspector shall also inform the applicant that if urea-formaldehyde foam is improperly installed, formaldehyde may be released.

## 12.8 SAFETY SYSTEMS

### 12.8.1 Scope of the inspection

The building inspector shall apply the means specified in Chapter 7 to inspect the components of the safety systems in order to:

- a) confirm the presence and periodic maintenance or testing of safety devices whose function is to protect persons such as fire alarm and detection systems, smoke alarms, carbon monoxide alarms, ventilation systems for shared parking garages with more than four vehicles and emergency lighting;
- b) confirm the presence of, or observe any breakage or alteration to the components of the fire stop system designed to limit the spread of fire in a residential building, such as firewalls, shared walls, fire doors and automatic closing devices for these doors;
- c) confirm the presence of an air barrier system between a private unit and an attached garage, which include, in particular, an automatic closing device for the door leading from the garage to the private unit and a seal around the door, which cannot lead to a bedroom;

- d) confirm the presence or proper location of the fire evacuation components intended for the evacuation of persons in case of a fire such as emergency exits from bedrooms, emergency exits from the residential building, and emergency signage and lighting to these exits, if applicable;
- e) confirm the presence and operation of locking devices for components that control access to recreational and sports equipment that pose a risk of drowning, in particular fences, railings, and doors giving access to pools, whirlpool spas, hot tubs, or other water features;
- f) confirm the presence and periodic maintenance or testing of fire extinguishing system components, in particular, automatic fire suppression systems and sprinklers;
- g) confirm the presence and periodic maintenance or testing of a backflow preventer between the drinking water supply and the sprinkler system;
- h) confirm the presence and periodic maintenance or testing of backflow preventers to limit the potential for contamination of the drinking water system.

The building inspector shall assess the working conditions of the electrically operated devices for opening and closing the garage doors by requesting activation of the operating controls of these devices.

#### 12.8.2 Expected results

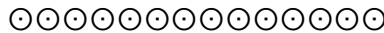
In particular, the inspection shall allow to detect risks to safety or well-being such as:

- a) the improper location of a component of a safety system, or its absence;
- b) the presence of a defect in a component of a safety system;
- c) the lack of evidence of proper maintenance and testing of automatic fire suppression systems or elevators;
- d) the absence or obsolescence of smoke or heat detectors or alarms as evidenced by the absence of a date of manufacture or too many years having passed since the date of manufacture;
- e) the absence of a carbon monoxide detector or absence of a mark attesting of its conformity to the requirements of the document CSA 6.19 or the obsolescence of a carbon monoxide detector as evidenced by the absence of a date of manufacture or too many years having passed since the date of manufacture, if direct access exists between the residential building and an indoor parking garage, or if a fuel-burning appliance is installed;



- f) the absence of emergency exits, the lack of integrity of firewalls or shared walls, or the absence of automatic closing devices;
- g) the absence of emergency signage and lighting to emergency exits;
- h) the failure of the garage door control to halt the descent of the door and automatically reverse when it encounters an obstacle.

NOTE — The foregoing list is not exhaustive. The building inspector may detect other apparent defects, deficiency indicators, or risks to safety or well-being than those listed above.



ANNEX A  
(informative)  
[non-mandatory]

INHERENT LIMITATIONS OF AN INSPECTION CONFORMING  
TO THE REQUIREMENTS OF THE STANDARD BNQ 3009-500  
(Clauses 2.2 and 6.1)

An inspection performed in conformity to the requirements of this standard has certain inherent limitations. By their very nature, the inspection practices described in this standard do not allow for:

- a) verifying the accessory equipment of the residential building;
- b) verifying the installation or operation of a home automation system or any of its components;
- c) determining the operability of a commercial unit in a residential building;
- d) taking into account defects of a cosmetic or superficial nature, or related to personal taste;
- e) determining the suitability of the residential building for a particular use;
- f) performing verifications that require special skills or qualifications, such as mechanical verifications, HVAC system or fuel-burning devices verifications, or the verifications referred to in Annex D of this standard;
- g) determining compliance with applicable standards, codes, and regulations at the time of construction or renovation of the residential building;
- h) researching the history of the residential building or distinguishing between the original construction and additions, improvements, or renovations;
- i) determining the market value of the residential building or making a recommendation regarding the relevance of a prospective buyer entering or not into a real estate transaction;

NOTE — The applicant is strongly encouraged to read the inspection report carefully and ensure that he understands its contents before taking a decision concerning a real estate transaction.

- j) determining the remaining service life, the efficiency, the pertinence, or the cost of operation of a system, component or device;

- k) identifying the methods or materials to be used to correct an apparent defect or a risk to safety or well-being detected at the time of the inspection, determining the cost thereof, or determining the causes of deterioration of a component, system, or device;
- l) assessing the cost or pertinence of having repairs, improvements, or work carried out on the residential building or determining the time of intervention;
- m) determining the presence or absence of rodents, insects, or other vermin likely to damage components;

NOTE — The building inspector is expected to draw to the attention of the applicant the signs that may suggest their presence (see Clause 7.2.3), but a technical expertise is required to confirm their presence or absence and, if appropriate, to determine the actions to be taken to eliminate them.

- n) determining the presence or absence of mould or fungus or other microorganisms;

NOTE — The building inspector is expected to draw to the attention of the applicant the signs that may suggest their presence (see Clause 7.2.3), but a technical expertise is required to confirm their presence or absence and, if appropriate, to determine the actions to be taken to eliminate them.

- o) determining the presence or absence of asbestos or lead paint;

NOTE — The building inspector is expected to draw to the attention of the applicant the signs that may suggest their presence (see Clause 7.2.3), but a technical expertise is required to confirm their presence or absence and, if appropriate, to determine the actions to be taken to eliminate them. The building inspector is also expected to identify the precautions to be taken until a technical expertise has confirmed the absence of these materials.

- p) determining the presence or absence of risks to safety or well-being related to carcinogens, toxic substances, contaminants in the air, soil, or water, hazardous waste, or electromagnetic fields;
- q) determining the presence or absence of environmental risks related to the presence of lead paint, asbestos, or other toxic materials; hazardous waste; or electromagnetic fields;
- r) addressing any existing recalls related to the components or devices, or confirming that a component or device has been installed according to the manufacturer's instructions;
- s) guaranteeing the insurability of the residential building or the absence of latent defects in accordance with the *Civil Code of Québec* or providing any other guarantee;

- t) establishing lot lines or any encroachment by a neighbour;

NOTE — Under the *Land Surveyors Act*, these verifications are reserved for land surveyors and are recorded in a certificate of localization.

- u) assessing the geological, geotechnical, or hydrological condition of the land on which the residential building is located, or establishing the adequacy of soils erosion and stabilization control measures;
- v) commenting on the proper functioning of the residential building's heating or the water heating systems using solar power, wind energy, geothermal energy, or any other form of so-called renewable energy;
- w) offering engineering or architectural services;

NOTE — The *Engineers Act* and *Architects Act* specify the activities that are reserved for engineers and architects respectively.

- x) powering down the electrical installation when the meter removal method is to be used;

NOTE — The powering down of an electrical installation by the meter removal method is an act reserved for members of the Corporation des maîtres électriciens du Québec or for employees of the electricity distributor.

- y) evaluating the acoustic performance of a system or component;
- z) establishing whether the water supply or wastewater disposal system is public or private;
- aa) verifying the conformity of onsite domestic wastewater treatment facilities to standards;
- bb) providing advice on proper maintenance of the residential building.

ANNEX B  
(informative)  
[non-mandatory]

PREREQUISITES FOR THE REALIZATION OF AN INSPECTION  
IN CONFORMITY TO THE REQUIREMENTS OF THE STANDARD BNQ 3009-500  
(Clause 5.2)

The following portion(s) of the residential building located at the address below will, at the time indicated below, be inspected for a real estate transaction:

PRIVATE UNIT \_\_\_\_\_  COMMON PORTIONS  ENTIRE RESIDENTIAL BUILDING  
NUMBER

NUMBER AND STREET

PRIVATE UNIT (IF APPLICABLE)

\_\_\_\_\_ TOWN/CITY PROVINCE POSTAL CODE  
TIME OF INSPECTION (DATE AND TIME) [YYYY-MM-DD HH:MM]

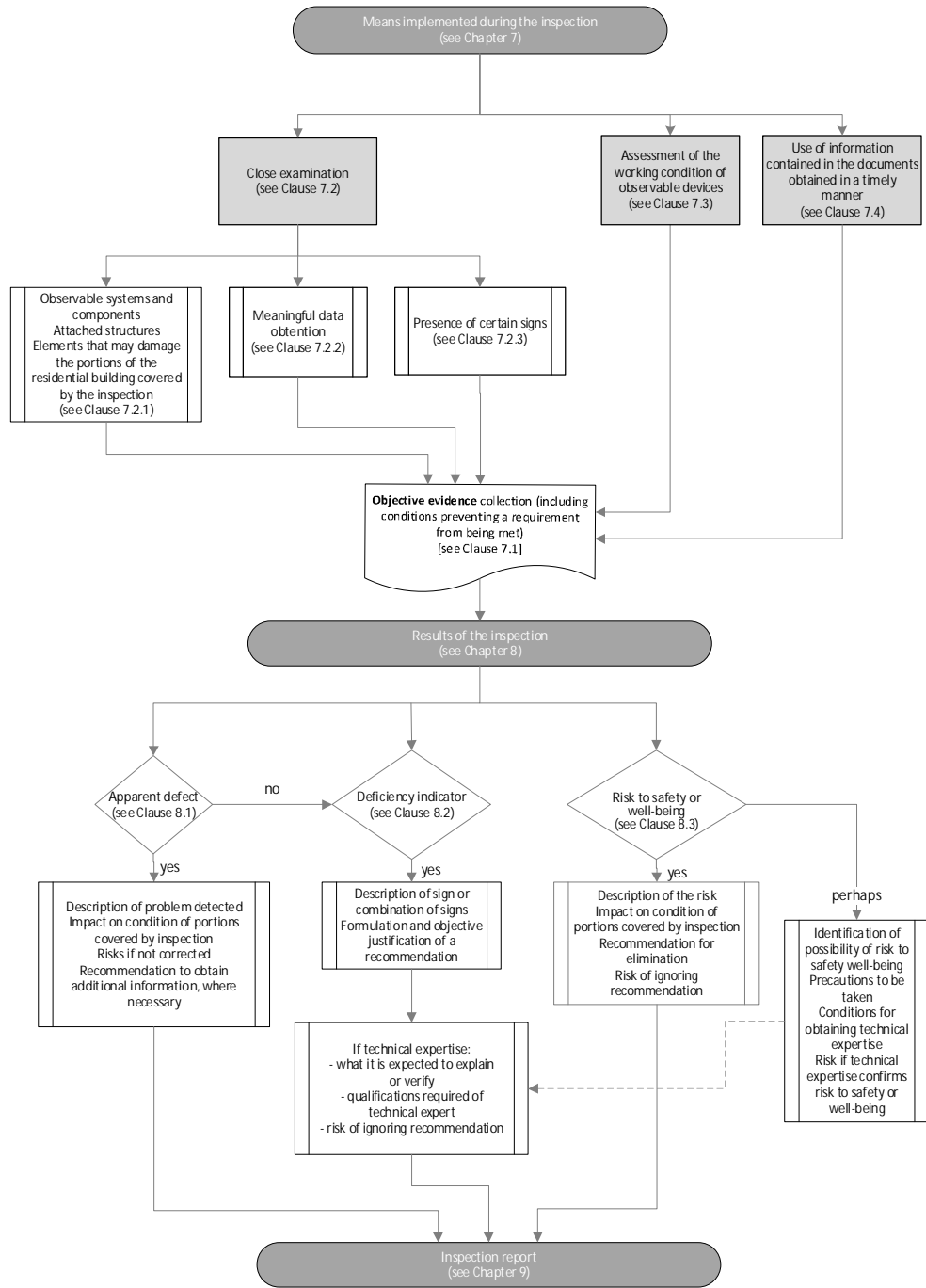
This inspection will be carried out in conformity to the requirements of the standard BNQ 3009-500, which is available free of charge at: [www.bnq.qc.ca/en/shop/documents-offered-free-of-charge.html](http://www.bnq.qc.ca/en/shop/documents-offered-free-of-charge.html).

In order to facilitate the work of the building inspector at the time of the inspection performed in conformity to the standard BNQ 3009-500, the following preparations are essential:

- clear cluttered areas;
- move furniture or other objects that may prevent the building inspector from doing his job;
- ensure that all areas where the building inspector shall undertake a close examination are accessible or can be made accessible by a person on the premises;
- ensure that the syndicate of the co-ownership or owners' cooperative, as the case may be and if applicable, is informed of the time of the inspection;
- inform the tenant or tenants of the private unit or units or residential building, if appropriate, of the time of the inspection;
- ensure that the owner of the private unit or residential building or his representative and, if applicable, a representative of the syndicate of the co-ownership or owners' cooperative is on site at the time of the inspection to activate the controls that the building inspector will require to be activated.

**ANNEX C**  
(informative)  
[non-mandatory]

DIAGRAM SHOWING THE INSPECTION PROCESS AND TREATMENT OF RESULTS  
(Clauses 5.3.1 and 7.1.1)



NOTE — The terms in bold type are defined (see Chapter 3).

ANNEX D  
(informative)  
[non-mandatory]

ADDITIONAL INFORMATION — CATEGORY 2 RESIDENTIAL BUILDING  
(Clauses 5.3.1 and 7.1.1 and Annex A)

Information provided by: \_\_\_\_\_  
OWNER OR REPRESENTATIVE DULY AUTHORIZED BY THE SYNDICATE OF THE CO-OWNERSHIP OR THE OWNERS' COOPERATIVE

Date: \_\_\_\_\_  
YYYY-MM-DD

Name and address of the syndicate of the co-ownership (if applicable): \_\_\_\_\_  
NAME

NUMBER AND STREET                      APARTMENT                      TOWN/CITY                      PROVINCE                      POSTAL CODE

.....

1 FIRE SAFETY

1.1 The fire alarm and detection system shall be verified in accordance with the requirements of the edition of the *National Fire Code of Canada* applicable to the building under inspection.<sup>1</sup>

Date of last verification report: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Does the verification report indicate any necessary corrections?     YES     NO  
Have the necessary corrections been made?                                       YES     NO     IN PART

1.2 The automatic sprinkler system shall be verified in accordance with the requirements of the edition of the *National Fire Code of Canada* applicable to the building under inspection.<sup>1</sup>

Date of last verification report: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Does the verification report indicate any necessary corrections?     YES     NO  
Have the necessary corrections been made?                                       YES     NO     IN PART

.....

1 For residential buildings with nine or more units and three or more storeys, the *Safety Code* determines which edition of the *National Fire Code of Canada* applies. For all other residential buildings, it is up to each municipality in Quebec to determine which edition of the *National Fire Code of Canada* applies.

2 INDOOR PARKING GARAGES

2.1 Does the residential building have an indoor parking garage?  
 YES → answer question 2.2                       NO → go to section 3

2.2 Does the indoor parking garage have a mechanical ventilation system designed to evacuate carbon monoxide emissions?  
 YES → answer question 2.3                       NO → go to section 3

2.3 The mechanical ventilation system shall be verified in accordance with the requirements of the edition of the *National Fire Code of Canada* applicable to the building under inspection.<sup>1</sup>

Date of last verification report: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Does the verification report indicate any necessary corrections?     YES     NO

Have the necessary corrections been made?                       YES     NO     IN PART

.....

3 EVACUATION OF OCCUPANTS

3.1 The emergency lighting system shall be verified in accordance with the requirements of the edition of the *National Fire Code of Canada* applicable to the building under inspection.<sup>1</sup>

Date of last verification report: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Does the verification report indicate any necessary corrections?     YES     NO

Have the necessary corrections been made?                       YES     NO     IN PART

3.2 Does the residential building have a generator that can provide power to emergency lighting systems?  
 YES → answer question 3.3                       NO → go to section 4

3.3 A generator that can provide power to emergency lighting systems shall be verified in accordance with the requirements of the edition of the *National Fire Code of Canada* applicable to the building under inspection.<sup>1</sup>

Date of last verification report: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Does the verification report indicate any necessary corrections?     YES     NO

Have the necessary corrections been made?                       YES     NO     IN PART

.....

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1 For residential buildings with nine or more units and three or more storeys, the *Safety Code* determines which edition of the *National Fire Code of Canada* applies. For all other residential buildings, it is up to each municipality in Quebec to determine which edition of the *National Fire Code of Canada* applies.



4 FAÇADES OF RESIDENTIAL BUILDINGS WITH FIVE OR MORE STOREYS ABOVE GROUND

4.1 Does the residential building have a façade of five or more storeys above ground (see the *Safety Code*)?

YES → answer question 4.2                       NO → go to section 5

4.2 A façade verification report shall be prepared every five years by an engineer or architect in accordance with the requirements of the provisions of the *Safety Code* relating to the maintenance of façades for all façades of five or more storeys above ground.<sup>1</sup>

Date of last façade verification report: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Name of engineer or architect who prepared the report: \_\_\_\_\_

Does the verification report indicate any necessary corrections?     YES     NO

Have the necessary corrections been made?                       YES     NO     IN PART

5 UNDERGROUND AND ABOVEGROUND MULTISTOREY GARAGES

5.1 Does the residential building have an underground or aboveground multistorey garage with a concrete slab whose driveable portion is not laid directly on the ground?

YES → answer question 5.2                       NO → go to section 6

5.2 The underground or aboveground multistorey garage with a concrete slab whose driveable portion is not laid directly on the ground shall be verified annually by the owner of the residential building in accordance with the provisions of the *Safety Code* relating to the maintenance of multistorey garages.

Date of last annual verification: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Does the verification report indicate any necessary corrections?     YES     NO

Have the necessary corrections been made?                       YES     NO     IN PART

<sup>1</sup> The first façade safety verification report shall be obtained no later than the date of the tenth anniversary of the building's construction.

5.3 The underground or aboveground multistorey garage with a concrete slab whose driveable portion is not laid directly on the ground shall be subject to an in-depth verification by an engineer every five years or following any event that may affect its structural behaviour in accordance with the provisions of the *Safety Code* relating to the maintenance of multistorey garages.

Date of last in-depth verification report: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Name of engineer who prepared the report: \_\_\_\_\_

Was this in-depth verification report produced following an event that may have affected the structural behaviour of the multistorey garage?

YES \_\_\_\_\_  NO  
DATE OF EVENT (YYYY-MM-DD)

Does the verification report indicate any necessary corrections?  YES  NO

Have the necessary corrections been made?  YES  NO  IN PART

.....

## 6 LIFTS

6.1 How many lifts (elevators, freight elevators, escalators, moving walks, material lifts, or others) does the residential building have? \_\_\_\_\_  
NUMBER OF LIFTS

6.2 For each lift, indicate the year of installation, the year of modernization, if applicable, and if a modernization is forthcoming:

_____	_____	<input type="checkbox"/> YES <input type="checkbox"/> NO
YEAR OF INSTALLATION (YYYY)	YEAR OF MODERNIZATION (YYYY)	MODERNIZATION FORTHCOMING?
_____	_____	<input type="checkbox"/> YES <input type="checkbox"/> NO
YEAR OF INSTALLATION (YYYY)	YEAR OF MODERNIZATION (YYYY)	MODERNIZATION FORTHCOMING?
_____	_____	<input type="checkbox"/> YES <input type="checkbox"/> NO
YEAR OF INSTALLATION (YYYY)	YEAR OF MODERNIZATION (YYYY)	MODERNIZATION FORTHCOMING?

Date of last maintenance: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Does the maintenance report indicate any necessary corrections?  YES  NO

Have the necessary corrections been made?  YES  NO  IN PART

.....

7 MORE RESTRICTIVE PROVISIONS OF THE *SAFETY CODE*

In terms of safety, health, or protection against fire and structural damage, a residential building shall conform to the applicable standards at the time of its construction or alteration as specified in the *Safety Code*. However, certain more restrictive provisions may apply.

7.1 Was the residential building constructed or altered prior to November 7, 2000?  
 Yes → answer question 7.2                                       No → go to section 8

7.2 Fire alarm and detection system: The fire alarm system of a building constructed or altered prior to 7 November 2000 shall comply to the requirements of the 1995 edition of the *National Building Code of Canada*<sup>1</sup> amended for Quebec except those of paragraph 5) of Clause 3.2.4.19.

Does the fire alarm and detection system comply to the requirements of the 1995 edition of the *National Building Code of Canada* amended for Quebec except those of paragraph 5) of Clause 3.2.4.19?

YES                                       NO                                       DON'T KNOW

Does the maintenance report indicate any necessary corrections?     YES                                       NO

Have the necessary corrections been made?                                       YES                                       NO     IN PART

.....

8 WATER COOLING TOWER FACILITY

8.1 Does the residential building have a water cooling tower facility?

YES → answer the following questions                                       NO → end of questionnaire

8.2 Maintenance program for water cooling tower facility: According to the *Safety Code*, any water cooling tower facility in a residential building shall be maintained according to a maintenance program. This maintenance program shall take into account any major breakdowns, the replacement of a device or equipment, and use of the decontamination procedure.

Has the residential building's water cooling tower facility ever experienced a major breakdown?

YES \_\_\_\_\_                                       NO                                       DON'T KNOW  
DATE OF BREAKDOWN (YYYY-MM-DD)

Has a device or has equipment ever been replaced for the residential building's water cooling tower facility?

YES \_\_\_\_\_                                       NO                                       DON'T KNOW  
DATES OF REPLACEMENT (YYYY-MM-DD)

---

1 Please note that the full title of this document, whose complete bibliographic reference is in Annex G is *Quebec Construction Code — Chapter I, Building, and National Building Code of Canada 1995 (amended)*.

Has the decontamination procedure been used for the residential building's water cooling tower facility?

- Yes \_\_\_\_\_  No  DON'T KNOW  
DATE OF USE OF DECONTAMINATION PROCEDURE (YYYY-MM-DD)

8.3 Revision of the maintenance program for the water cooling tower facility: According to the *Safety Code*, the maintenance program shall be revised every five years or following one of the events mentioned in question 8.2.

Date of the last revision of the maintenance program: \_\_\_\_\_  
DATE (YYYY-MM-DD)

\_\_\_\_\_  
SIGNATURE 1

\_\_\_\_\_  
SIGNATURE 2

\_\_\_\_\_  
DATE OF SIGNATURE (YYYY-MM-DD)

\_\_\_\_\_  
DATE OF SIGNATURE (YYYY-MM-DD)

\_\_\_\_\_  
FIRST NAME AND LAST NAME OF SIGNATORY 1 (PLEASE PRINT)

\_\_\_\_\_  
FIRST NAME AND LAST NAME OF SIGNATORY 2 (PLEASE PRINT)

FUNCTION OF SIGNATORY 1:

FUNCTION OF SIGNATORY 2:

- OWNER 1 OF THE RESIDENTIAL BUILDING
- REPRESENTATIVE OF THE OWNER(S) [E.G., LIQUIDATOR OF A SUCCESSION OR REPRESENTATIVE OF A LEGAL PERSON]
- REPRESENTATIVE OF THE SYNDICATE OF THE CO-OWNERSHIP
- REPRESENTATIVE OF THE OWNERS' COOPERATIVE

- OWNER 2 OF THE RESIDENTIAL BUILDING
- REPRESENTATIVE OF THE OWNER(S) [E.G., LIQUIDATOR OF A SUCCESSION OR REPRESENTATIVE OF A LEGAL PERSON]
- REPRESENTATIVE OF THE SYNDICATE OF THE CO-OWNERSHIP
- REPRESENTATIVE OF THE OWNERS' COOPERATIVE

ANNEX E  
(informative)  
[non-mandatory]

ADDITIONAL INFORMATION — OWNERS' COOPERATIVE  
(Clauses 5.3.1 and 7.1.1)

Information provided by: \_\_\_\_\_  
DULY AUTHORIZED REPRESENTATIVE OF THE OWNERS' COOPERATIVE

Date: \_\_\_\_\_  
YYYY-MM-DD

Name and address of the owners' cooperative: \_\_\_\_\_  
NAME

NUMBER AND STREET	APARTMENT	TOWN/CITY	PROVINCE	POSTAL CODE
.....				

1 FIVE-YEAR INSPECTION

1.1 According to the *Cooperatives Act*, a building belonging to a housing cooperative that has been built, acquired, restored, or renovated under a housing assistance program of the provincial government, the federal government, or one of their departments, agencies, or bodies shall be inspected at least every five years.

Was the residential building built, acquired, restored, or renovated under a housing assistance program of the provincial government, the federal government, or one of their departments, agencies, or bodies?  YES  NO

Date of the last five-year inspection: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Did the report of the expert who carried out the inspection indicate any necessary corrections?  YES  NO

Have the necessary corrections been made?  YES  NO  IN PART

2 FIVE-YEAR PLAN FOR MAINTENANCE AND PRESERVATION

2.1 According to the *Cooperatives Act*, a housing cooperative shall prepare a five-year plan for maintenance and preservation.

Has a five-year plan for maintenance and preservation of the residential building been prepared?  YES  NO

Date of the last five-year plan: \_\_\_\_\_  
DATE (YYYY-MM-DD)

Has the maintenance and preservation work planned for the residential building been completed according to the established schedule?  YES  NO

If not, why? \_\_\_\_\_

2.2 According to the *Cooperatives Act*, a housing cooperative shall plan the budgets for the maintenance and preservation work.

Date of preparation of the last five-year budgets: \_\_\_\_\_  
DATE (YYYY-MM-DD)

\_\_\_\_\_  
SIGNATURE 1

\_\_\_\_\_  
SIGNATURE 2

\_\_\_\_\_  
DATE OF SIGNATURE (YYYY-MM-DD)

\_\_\_\_\_  
DATE OF SIGNATURE (YYYY-MM-DD)

\_\_\_\_\_  
FIRST NAME AND LAST NAME OF REPRESENTATIVE 1 OF THE OWNERS'  
COOPERATIVE

\_\_\_\_\_  
FIRST NAME AND LAST NAME OF REPRESENTATIVE 2 OF THE  
OWNERS' COOPERATIVE

ANNEX F  
(informative)  
[non-mandatory]

DECLARATIONS BY THE SELLER  
(Clause 5.2)

Information provided by: \_\_\_\_\_  
SELLER OR REPRESENTATIVE DULY AUTHORIZED BY THE SYNDICATE OF THE CO-OWNERSHIP OR THE OWNERS' COOPERATIVE

Date: \_\_\_\_\_  
YYYY-MM-DD

1 ADDRESS OF THE PRIVATE UNIT OR RESIDENTIAL BUILDING

NUMBER AND STREET	APARTMENT	TOWN/CITY	PROVINCE	POSTAL CODE
-------------------	-----------	-----------	----------	-------------

.....

2 GENERAL INFORMATION

2.1 Date of acquisition of the private unit or residential building: \_\_\_\_\_  
DATE (YYYY-MM-DD)

2.2 Do you currently live in the private unit or residential building?  Yes \_\_\_\_\_  No  
STARTING DATE OF OCCUPANCY (YYYY-MM-DD)

2.3 Has the private unit or residential building ever been leased?  Yes  No  
If so, indicate the leasing periods: \_\_\_\_\_  
LEASING PERIODS

2.4 What is the year of construction of the residential building? \_\_\_\_\_  
YYYY

2.5 Is the private unit or residential building covered by the Guarantee Plan for New Residential Buildings?  
 YES  NO  
If so, do you have a document attesting to its registration?  YES  NO

.....

3 RESIDENTIAL BUILDING SOIL CONDITIONS

To the best of your knowledge, has any of the following events occurred?

3.1 Soil-related problems (e.g., landslide, subsidence, soil instability) affecting the private unit or residential building?  YES  NO

3.2 Foundation stabilization work (e.g., piles, underpinning work)?  YES  NO

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- 3.3 Soil contamination (e.g., leaking oil tank, presence of lead or oil)?  YES  No
- 3.4 Ground work (e.g., backfilling, swimming pool fill-in, retaining wall)?  YES  No
- 3.5 Periodic accumulation of water on the ground?  YES  No
- 3.6 The presence of yellowish or reddish water in the ditch?  YES  No
- 3.7 The presence of ochre deposits in the soil?  YES  No

.....

4 BASEMENT OF RESIDENTIAL BUILDING (INCLUDING CRAWL SPACE)

To the best of your knowledge, has any of the following events occurred?

- 4.1 Spills or fluid ingress in the basement (e.g., water, fuel oil, oil)?  YES  No
  - 4.2 The presence of foundation cracks, rot, or other problems affecting the basement that have required work to the basement structure or to the foundations?  YES  No
- If so, please specify: \_\_\_\_\_

.....

5 INDOOR AIR QUALITY

To the best of your knowledge, has any of the following events occurred?

- 5.1 The presence of insulating products that may contain asbestos?  YES  No
  - 5.2 The presence of condensation, for example in winter (e.g., water droplets, mist) on the windows, skylights, patio doors, or other?  YES  No
  - 5.3 Traces of mould or rot, or presence of odours (e.g., sewage, humidity, gas, fuel oil)?  YES  No
- If so, please specify: \_\_\_\_\_

.....

6 ROOF OF RESIDENTIAL BUILDING

- 6.1 In what year was the roof covering of the residential building installed? \_\_\_\_\_  
YYY
- 6.2 Do you have replacement or maintenance bills or a warranty for the roof?  YES  No
- 6.3 Have you ever been aware of the presence of icicles on the edge of the roof in winter?  YES  No

.....



7 WATER INGRESS

To the best of your knowledge, has any of the following events occurred?

- 7.1 Water ingress through the roof, deck, balconies, solarium, windows, skylights, patio doors, doors, or other?  YES  NO

If so, please specify: \_\_\_\_\_

- 7.2 Water ingress in the basement of the residential building?  YES  NO

If so, please specify the cause(s):  
\_\_\_\_\_

8 PLUMBING AND DRAINAGE SYSTEM

- 8.1 Have you ever been aware of any problems related to the plumbing (e.g., significant variation in water pressure or flow when using appliances, pipes freezing, water leakage, drainage or backflow problems at plumbing outlets, knocking or other abnormal noise)?  YES  NO

If so, please specify: \_\_\_\_\_

- 8.2 Is the residential building equipped with a sump with or without a sump pump?  YES  NO

If so, how often does the sump pump functions? \_\_\_\_\_

Have you ever been aware of the presence of "rusty" water or yellowish or reddish deposits in the sump?  YES  NO

- 8.3 Have there been any alterations to the discharge pipes, including the foundation drain?  YES  NO

- 8.4 In what year was the water heater installed? \_\_\_\_\_  
YYYY

9 WATER SUPPLY

- 9.1 Is the residential building served by the municipal water supply?  YES  NO

- 9.2 If not, what is the source of the water supply?
- ARTESIAN WELL                       SURFACE WELL                       SPRING CATCHMENT
- SAND-POINT WELL                       OTHER: \_\_\_\_\_                       DON'T KNOW

- 9.3 Is this the only source of drinking water?  YES  NO

- 9.4 Have there ever been any problems with water quality or quantity?  YES  NO
- If so, please specify: \_\_\_\_\_

10 ONSITE DOMESTIC WASTEWATER TREATMENT FACILITY

10.1 Is the residential building served by a community wastewater collection and treatment facility?  YES  NO

If not, what type of facility serves the residential building?

- TANK WITH LEACHING FIELD       SEALED TANK       TANK WITH POLISHING FIELD  
 OTHER: \_\_\_\_\_  DON'T KNOW

10.2 In what year was the equipment installed? \_\_\_\_\_  
YYYY

10.3 Is a certificate of conformity or a site plan of the facility available?  YES  NO

10.4 Has the facility ever been subject to a notice of nonconformity?  YES  NO  
 If so, please specify: \_\_\_\_\_

10.5 Do you have documentation attesting to how often the facility is emptied?  YES  NO

10.6 Have you ever been aware of any problems related to the facility (e.g., odours, overflow)?  YES  NO  
 If so, please specify: \_\_\_\_\_  
 .....

11 MAIN HEATING SYSTEM

11.1 What is the primary source of heat for the private unit or residential building?

- BASEBOARD OR CONVECTION HEATERS       HVAC SYSTEM       FUEL OIL FURNACE  
 HEAT PUMP      OTHER: \_\_\_\_\_

11.2 In what year was this heating system installed? \_\_\_\_\_  
YYYY

11.3 Have there ever been any malfunctions in the heating system?  YES  NO  
 If so, please specify: \_\_\_\_\_

11.4 Are certain rooms in the building difficult to heat?  YES  NO  
 If so, please specify: \_\_\_\_\_

11.5 Do you have an annual maintenance contract for the heating system?  YES  NO

11.6 Has the fuel oil tank, if applicable, been inspected in recent years?  YES  NO  
 If so, what is the date of the last inspection? \_\_\_\_\_  
 .....

- 12 HEAT PUMP AND AIR CONDITIONING SYSTEM (if applicable)
- 12.1 In what year was the air conditioning system in the private unit or residential building installed? \_\_\_\_\_  
YYYY
- 12.2 Have there ever been any malfunctions in the air conditioning system?  YES  NO  
If so, please specify: \_\_\_\_\_
- 12.3 Do you have a maintenance contract for the air conditioning system or the heat pump?  
.....  
 YES  NO
- 13 OTHER SOURCES OF HEATING
- 13.1 Do the fireplace, stove, and chimney in the private unit or residential building work properly?  
 YES  NO
- 13.2 Have you ever received a notice of nonconformity from the fire department or your insurer regarding these devices?  YES  NO  DON'T KNOW  
If so, please specify: \_\_\_\_\_
- 13.3 Do you have documents that can confirm the year of installation?  YES  NO
- 13.4 How often are these devices used? \_\_\_\_\_
- 13.5 How often is the chimney swept (annually, biennially)? \_\_\_\_\_  DON'T KNOW
- 13.6 What date was the chimney last swept? \_\_\_\_\_  DON'T KNOW  
.....
- 14 OTHER INFORMATION
- 14.1 Have there ever been any inspection reports for the private unit or residential building?  
 YES  NO
- 14.2 Have there ever been other tests carried out or expertise sought on the residential building (pyrite, pyrrhotite, radon, ochre deposits, asbestos, air quality, water quality or flow, foundation drain)?  
 YES  NO
- 14.3 If you have checked yes to question 14.1 or question 14.2, are the reports available?  
 YES  NO
- 14.4 In the past five years, have there been any rodents, insects or other vermin in the private unit or residential building?  
 YES  NO  
If so, please specify: \_\_\_\_\_
- 14.5 Have you ever used the services of a professional exterminator?  YES  NO
- 14.6 Has the private unit or residential building experienced any other previous events that may affect its condition?  
 YES  NO  
If so, please specify: \_\_\_\_\_
- 14.7 Has there ever been a suicide or violent death in the private unit or residential building?  
 YES  NO
- 14.8 Has there ever been cultivation of cannabis or the production of other types of drugs or chemical or hazardous products in the private unit or residential building?  
 YES  NO

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14.9 Are there any other problems or events that have not been mentioned in this declaration (development project, environmental problem, flood zone, abnormally high noise, foul smell, etc.)?  
 YES  NO

If so, please specify: \_\_\_\_\_  
 .....

15 RENOVATIONS

15.1 Have you done any major work since you acquired the private unit or residential building?  
 YES  NO

If so, please specify: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

15.2 Did you obtain the necessary permits to carry out the work mentioned in question 15.1?  
 YES  NO

15.3 Do you have the plans and specifications for this work?  
 YES  NO

16 SIGNATURES

The seller declares that the information contained in this document has been given in good faith and to the best of his knowledge, and acknowledges that a copy of this document may be given to any prospective purchaser and to the building inspector to whom the performance of an inspection in accordance with the standard BNQ 3009-500 has been entrusted.

\_\_\_\_\_  
SIGNATURE 1

\_\_\_\_\_  
SIGNATURE 2

\_\_\_\_\_  
DATE OF SIGNATURE (YYYY-MM-DD)

\_\_\_\_\_  
DATE OF SIGNATURE (YYYY-MM-DD)

\_\_\_\_\_  
FIRST NAME AND LAST NAME OF SIGNATORY 1 (PLEASE PRINT)

\_\_\_\_\_  
FIRST NAME AND LAST NAME OF SIGNATORY 2 (PLEASE PRINT)

FUNCTION OF SIGNATORY 1:

FUNCTION OF SIGNATORY 2:

- OWNER 1 OF THE PRIVATE UNIT
- OWNER 1 OF THE RESIDENTIAL BUILDING
- REPRESENTATIVE OF THE OWNER OR OWNERS (E.G., LIQUIDATOR OF A SUCCESSION OR REPRESENTATIVE OF A LEGAL PERSON)
- REPRESENTATIVE OF THE SYNDICATE OF THE CO-OWNERSHIP
- REPRESENTATIVE OF THE OWNERS' COOPERATIVE

- OWNER 2 OF THE PRIVATE UNIT
- OWNER 2 OF THE RESIDENTIAL BUILDING
- REPRESENTATIVE OF THE OWNER OR OWNERS (E.G., LIQUIDATOR OF A SUCCESSION OR REPRESENTATIVE OF A LEGAL PERSON)
- REPRESENTATIVE OF THE SYNDICATE OF THE CO-OWNERSHIP
- REPRESENTATIVE OF THE OWNERS' COOPERATIVE

---

SIGNATURE 3

---

SIGNATURE 4

---

DATE OF SIGNATURE 3 (YYYY-MM-DD)

---

DATE OF SIGNATURE 4 (YYYY-MM-DD)

---

FIRST NAME AND LAST NAME OF SIGNATORY 3 (PLEASE PRINT)

---

FIRST NAME AND LAST NAME OF SIGNATORY 4 (PLEASE PRINT)

FUNCTION OF SIGNATORY 3:

FUNCTION OF SIGNATORY 4:

- OWNER 3 OF THE PRIVATE UNIT
- OWNER 3 OF THE RESIDENTIAL BUILDING
- REPRESENTATIVE OF THE OWNER OR OWNERS (E.G., LIQUIDATOR OF A SUCCESSION OR REPRESENTATIVE OF A LEGAL PERSON)
- REPRESENTATIVE OF THE SYNDICATE OF THE CO-OWNERSHIP
- REPRESENTATIVE OF THE OWNERS' COOPERATIVE

- OWNER 4 OF THE PRIVATE UNIT
- OWNER 4 OF THE RESIDENTIAL BUILDING
- REPRESENTATIVE OF THE OWNER OR OWNERS (E.G., LIQUIDATOR OF A SUCCESSION OR REPRESENTATIVE OF A LEGAL PERSON)
- REPRESENTATIVE OF THE SYNDICATE OF THE CO-OWNERSHIP
- REPRESENTATIVE OF THE OWNERS' COOPERATIVE

ANNEX G  
(informative)  
[non-mandatory]

INFORMATIVE REFERENCES

The references below are cited for information purposes in this standard.

G.1 DOCUMENTS FROM STANDARDS BODIES

CSA Group [[www.csagroup.org](http://www.csagroup.org)]

CSA 6.19 *Residential Carbon Monoxide Alarming Devices.*

CSA A770 *Home Inspection.*  
(Inspection d'habitations.)

UL (Underwriters Laboratories) [[canada.ul.com](http://canada.ul.com)]

ULC CAN-S602 *Standard for Aboveground Steel Tanks for Fuel Oil and Lubricating Oil.*  
(Norme sur les réservoirs en acier non enterrés pour le mazout et l'huile lubrifiante.)

G.2 LAWS, REGULATIONS AND SIMILAR DOCUMENTS

CANADA. *Building Act* (Chapter B-1.1).

CANADA. *National Fire Code of Canada 2015.*

QUEBEC. *Act to Establish a Legal Framework for Information Technology*  
(Chapter C-1.1).

QUEBEC. *Architects Act* (Chapter A-21).

QUEBEC. *Civil Code of Québec* (Chapter CCQ-1991).

QUEBEC. *Cooperatives Act* (Chapter C-67.2).

QUEBEC. *Engineers Act* (Chapter I-9).

QUEBEC. *Land Surveyors Act* (Chapter A-23).

QUEBEC. *Safety Code* (Chapter B-1.1, r. 3).

QUEBEC. *Act Mainly to Regulate Building Inspections and Divided Co-ownership, to Replace the Name and Improve the Rules of Operation of the Régie du logement and to Amend the Act Respecting the Société d'habitation du Québec and Various Legislative Provisions Concerning Municipal Affairs* (2019, Chapter 28).

QUEBEC. *Regulation Respecting the Guarantee Plan for New Residential Buildings* (Chapter B-1.1, r. 8).

### G.3 GOVERNMENT DOCUMENTS

GOVERNMENT OF QUEBEC. *RBQ Inspection Checklists, Guarantee Plan for New Residential Buildings*, [Online].  
[\[www.garantie.gouv.qc.ca/en/plan-the-inspection/rbq-inspection-checklists\]](http://www.garantie.gouv.qc.ca/en/plan-the-inspection/rbq-inspection-checklists).

NATIONAL RESEARCH COUNCIL OF CANADA. *Quebec Construction Code — Chapter I, Building, and National Building Code of Canada 1995 (amended)*, [Online], 2003, 664 p.  
[\[https://nrc-publications.canada.ca/fra/voir/td/?id=2a21f18f-87a7-4939-b30e-b9f0fc640daa\]](https://nrc-publications.canada.ca/fra/voir/td/?id=2a21f18f-87a7-4939-b30e-b9f0fc640daa).

### G.4 OTHER DOCUMENTS

ORGANISME D'AUTORÉGLÉMENTATION DU COURTAGE IMMOBILIER DU QUÉBEC (OACIQ), *Declarations by the Seller of the Immovable — Divided Co-ownership*, [Online], 8 p.  
[\[www.oaciq.com/uploads/ckeditor/attachments/1826/declarations-seller-divided-coownership.pdf\]](http://www.oaciq.com/uploads/ckeditor/attachments/1826/declarations-seller-divided-coownership.pdf).

ORGANISME D'AUTORÉGLÉMENTATION DU COURTAGE IMMOBILIER DU QUÉBEC (OACIQ), *Declarations by the Seller of the Immovable — Chiefly Residential Immovable Containing less than Five Dwellings Excluding Divided Co-ownership*, [Online], 13 p.  
[\[www.oaciq.com/uploads/ckeditor/attachments/358/declarations-seller.pdf\]](http://www.oaciq.com/uploads/ckeditor/attachments/358/declarations-seller.pdf).

ORGANISME D'AUTORÉGLÉMENTATION DU COURTAGE IMMOBILIER DU QUÉBEC (OACIQ), *Request for Information to the Syndicate of Co-owners*, [Online], 2 p.  
[\[www.oaciq.com/uploads/ckeditor/attachments/394/request-information-syndicate-co-owners.pdf\]](http://www.oaciq.com/uploads/ckeditor/attachments/394/request-information-syndicate-co-owners.pdf).

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## COMMENTS AND SUGGESTIONS

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Please contact our customer service department at [bnqinfo@bnq.qc.ca](mailto:bnqinfo@bnq.qc.ca) to share your ideas. In order to easily identify your email, we ask you to write "Comments" as the subject of your email and to provide us with the following information:

- the number and title of the document (BNQ 3009-500 *Residential Building — Inspection Practices in a Real Estate Transaction Context*);
- your comments or suggestions (e.g., to report an error, to suggest a modification, to suggest a new document on a related matter, or other);
- your name and contact details.

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