

**Understanding Housing Quality Standards (HQS) / Uniform Physical Condition  
(UPCS-V) Standards Protocol 3-Day Training Seminar Agenda**  
Hosted by: American Property Consultants, Inc.

Day 1	Day 2	Day 3
<p align="center"><b><u>Pre-Training Exercise</u></b> <b><u>8:00am – 9:15am</u></b></p> <p>Introduction</p>	<p align="center"><b><u>Previous Day Review</u></b> <b><u>8:00am – 9:15am</u></b></p> <p><b>Module 5 – OBSERVING &amp; DOCUMENTING A DEFICIENCY</b></p> <ul style="list-style-type: none"> <li>➤ SITE</li> <li>➤ BUILDING EXTERIOR</li> </ul> <p>Practical Exercises</p>	<p align="center"><b><u>Previous Day Review</u></b> <b><u>8:00am – 9:15am</u></b></p> <p><b>Module 5 – OBSERVING &amp; DOCUMENTING A DEFICIENCY</b></p> <ul style="list-style-type: none"> <li>➤ HEALTH AND SAFETY</li> </ul> <p>Practical Exercises</p> <p><b>Module 6 – UNIT CONDITION SCORING</b></p> <ul style="list-style-type: none"> <li>➤ INSPECTION RESULTS</li> <li>➤ REPORTING</li> </ul> <p><b>Module 7 – TRANSITIONING DISCUSSION</b></p>
Morning Break – 9:15am – 9:30am	Morning Break – 9:15am – 9:30am	Morning Break – 9:15am – 9:30am
<p align="center"><b><u>9:30am – 11:30am</u></b></p> <p><b>Module 1 – A HISTORIC PROSPECTIVE</b></p> <ul style="list-style-type: none"> <li>➤ HISTORY OF HQS</li> <li>➤ HISTORY OF UPCS</li> <li>➤ PROPOSED CHANGES to UPCS-V</li> <li>➤ COMPARISONS &amp; DIFFERENCES</li> </ul> <p><b>Module 2 – THE INSPECTION PROTOCOL</b></p> <ul style="list-style-type: none"> <li>➤ DRAFT DEFICIENCY DEFINITIONS</li> <li>➤ INSPECTION RESULTS</li> </ul>	<p align="center"><b><u>9:30am – 11:30am</u></b></p> <p><b>Module 5 – OBSERVING &amp; DOCUMENTING A DEFICIENCY</b></p> <ul style="list-style-type: none"> <li>➤ BUILDING EXTERIOR</li> <li>➤ BUILDING SYSTEMS</li> </ul> <p>Practical Exercises</p>	<p align="center"><b><u>9:30am – 11:30am</u></b></p> <p>Electrical Issues</p> <p>Environmental Issues</p>
Lunch Break – 11:30am – 12:30pm	Lunch Break – 11:30am – 12:30pm	Lunch Break – 11:30am – 12:30pm
<p align="center"><b><u>12:30pm – 2:00pm</u></b></p> <p><b>Module 3 – THE PHYSICAL INSPECTION PROCESS</b></p> <ul style="list-style-type: none"> <li>➤ PLANNING THE INSPECTION</li> <li>➤ CONDUCTING THE INSPECTION</li> </ul> <p><b>Module 4 – COLLECTING DATA</b> HUD SOFTWARE</p>	<p align="center"><b><u>12:30pm – 2:00pm</u></b></p> <p><b>Module 5 – OBSERVING &amp; DOCUMENTING A DEFICIENCY</b></p> <ul style="list-style-type: none"> <li>➤ BUILDING SYSTEMS</li> <li>➤ COMMON AREAS</li> </ul> <p>Practical Exercises</p>	<p align="center"><b><u>12:30pm – 2:00pm</u></b></p> <p>Summary Review</p>
Afternoon Break – 2:00pm – 2:15pm	Afternoon Break – 2:00pm – 2:15pm	Afternoon Break – 2:00pm – 2:15pm
<p align="center"><b><u>2:15pm – 4:00pm</u></b></p> <p><b>Module 5 – OBSERVING &amp; DOCUMENTING A DEFICIENCY</b></p> <ul style="list-style-type: none"> <li>➤ SITE</li> </ul> <p>Practical Exercises</p> <p>Day 1 – Q &amp; A Session</p>	<p align="center"><b><u>2:15pm – 4:00pm</u></b></p> <p><b>Module 5 – OBSERVING &amp; DOCUMENTING A DEFICIENCY</b></p> <ul style="list-style-type: none"> <li>➤ COMMON AREAS</li> <li>➤ DWELLING UNITS</li> <li>➤ HEALTH AND SAFETY</li> </ul> <p>Practical Exercises</p> <p><b>LIFE THREATENING HEALTH AND SAFETY</b></p> <p>Day 2 – Q &amp; A Session</p>	<p align="center"><b><u>2:15pm – 4:00pm</u></b></p> <p>Proficiency Exam</p> <p>Day 3 – Q &amp; A Session</p> <p>Seminar Evaluation</p>
Adjourn – 4:00pm	Adjourn – 4:00pm	Adjourn – 4:00pm