

Exhibit B

Required Screens for the Physical Assessment Subsystem (PASS) Exigent Health & Safety (EH&S) Reporting Application

The following screens represent the minimum required actions for PHAs to report mitigation of Exigent Health and safety deficiencies identified during the property's inspection. The term "user" throughout this document refers to a PHA. User goes to the Main Menu page in HUD's Secure System. Click on the Physical Assessment Subsystem link.

Main Menu [faq](#) | [help](#) | [search](#) | [home](#) | [logout](#)

Secure Systems

Welcome FIRST - CPASS1
LAST - pass

system administration

- [Business Partners Maintenance](#)
- [Data Warehouse Password Change](#)
- [RAP Organization Assignment Maintenance](#)
- [User Maintenance](#)

systems

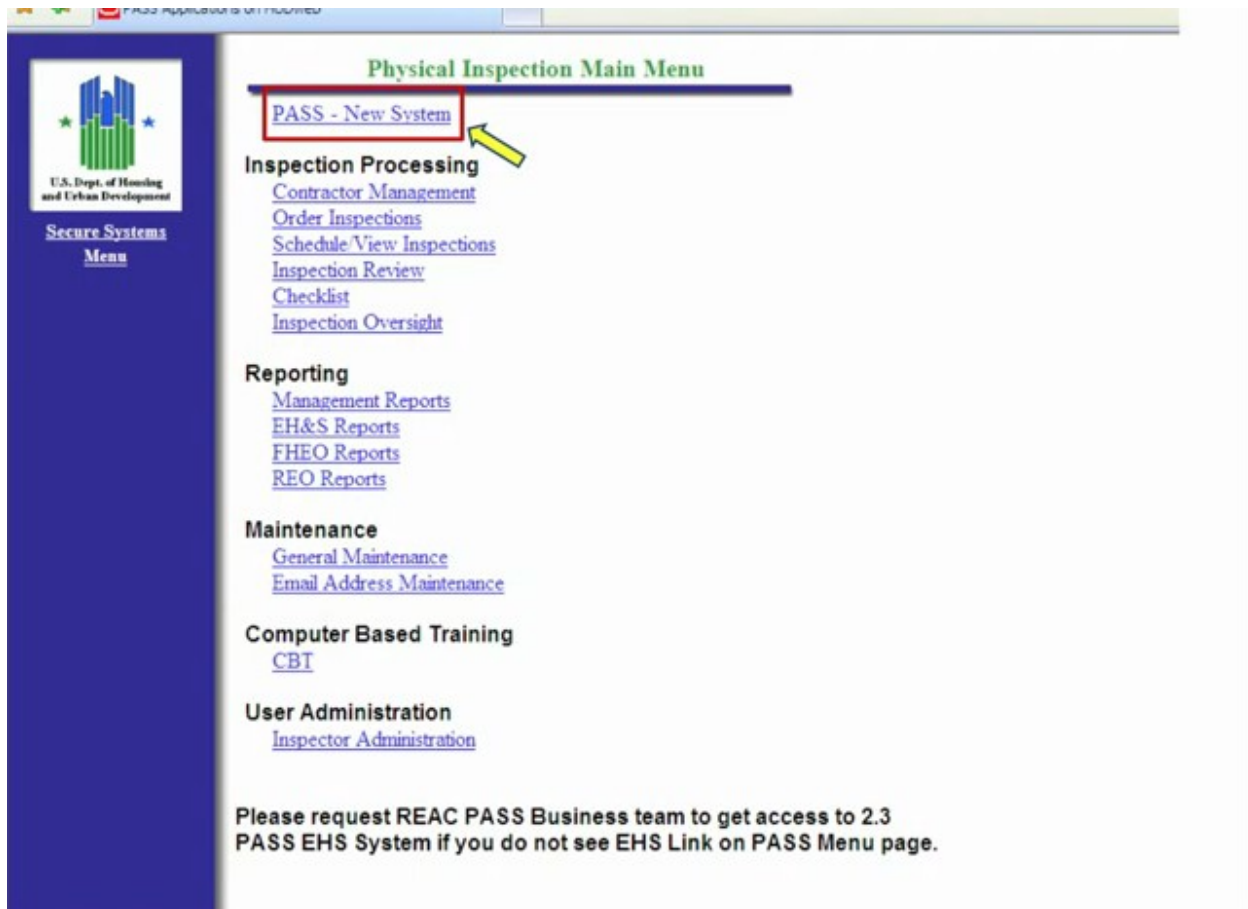
- [Financial Assessment Submission - PHA \(FASPHA\)](#)
- [Mark-to-Market \(M2M\)](#)
- [Management Assessment Subsystem \(MASS\)](#)
- [Multifamily Delinquency and Default Reporting System \(MDDR\)](#)
- [Public Housing Assessment System: Scores and Status \(NASS\)](#)
- **[Physical Assessment Subsystem \(PASS\)](#)**
- [Quality Assurance Subsystem \(QASS\)](#)
- [Resident Assessment Subsystem \(RASS\)](#)
- [Integrated Real Estate Management System \(IREMS\)](#)

System Administration

- [Business Partners Maintenance](#)
- [Data Warehouse Password Change](#)
- [RAP Organization Assignment Maintenance](#)
- [User Maintenance](#)

Exhibit B

The Physical Inspection Main Menu page is now displayed. Click on the PASS – New System link.



Note: The hyperlinks available on the above menus may vary according to the user's login credentials; therefore the screens captured may differ from what is shown.

Exhibit B

The Physical Assessment Subsystem Page populates the OMB Notice. Click on the [Continue](#) link.



Physical Assessment Subsystem

Public Reporting Burden for this collection of information is estimated to be **.31** hours per public housing agency (PHA) respondent, including time for searching existing data sources, gathering and maintaining data needed, and completing and reviewing the collection. PHAs submit this information to fulfill the HUD regulatory requirement that PHAs certify to the Department that all Exigent Health and Safety (EHS) deficiencies observed in property inspections have been corrected, remedied, or acted on to be abated, thereby ensuring residents are living in decent, safe, sanitary housing that is in good repair. Responses required to obtain or retain benefits. Respondents are not required to respond to this information collection unless a current, valid OMB control number is displayed. Exigent Health and Safety Deficiency Correction Certification. OMB approval number **2677-0241, Expires 9/30/2020.**

You are about to enter the Physical Assessment Subsystem (PASS). Please click the link below to continue.

[Continue](#)

Exhibit B

The My WorkSpace page will open. On the left column, click on the EHS Search link. **Note:** The hyperlinks available may vary according to the user's login credentials; therefore, the screens captured may differ from what is shown.

enu

Workspace
My Workspace

Contractor Management
Administration
Reports/Search

Control Panel
User Preferences

EHS ←
Search

Inspector Management
Search
Administration
Upload Profile
Profile

Inspector Management
Profile

Inspection Management
Rules Management
New Ad hoc Rule
New Pre-DBA Rule
My Inbox
Search Inspections
PHAS Details

Inspection Oversight
Create Auction
Auctions List
Search Inspections
Inspection Procurement

Order Inspections
Orders List

[Print Version](#)
 Thursday, May 21, 2020

Inspection Review Dashboard

Your **Calendar** was last updated by ANGEL RIVERA on Wednesday, December 11, 2019

My Current 1st Level Review Assignments

Type	Not Started	In Progress	On Hold	Returned
Successful	0	0	0	0

My Current 2nd Level Review Assignments

Accept	Reject	Quality Control	Auto-Accepted	Locked	Retrieved
0	0	0	0	0	0

Unassigned Unsuccessful Inspections

Inspection ID	Dev.No./Property ID	FHA No.	Status	Status Date	Auction No.

Current Review Assignments for All Reviewers

Reviewer	Successful		2nd Level Review		Total
	Not Started	Others	Not Started	Others	
ROBERT M. ALBRACHT	0	0	0	0	0
CARLOS M. DEL VALLE	0	0	0	0	0
TARCELO H. DELOSREYES	0	0	0	0	0
GIOVANI J. GIUNCA	0	0	0	0	0
JAMES HARLESS	0	0	0	0	0
PAUL KNOWLES	0	0	0	0	0
JOSEPH E. LEISE	0	0	0	0	0
JENNIFER N. LONGO	0	0	0	0	0
TALLAT MAHMOOD	0	0	0	0	0

The EHS Search page will open.

U.S. Department of Housing and Urban Development
Physical Assessment Subsystem (PASS)

EHS - Search

Use the [legacy EHS module](#) to access DCD 2.3 Inspections.

Basic Filters


Type	<input type="text" value="PH"/>	Status	<input type="text"/>
PHA Code	<input type="text"/>	PHA Lookup	
Inspection Id	<input type="text"/>	Inspection Date	<input type="text"/>
Property ID/Dev #	<input type="text"/>	State	<input type="text"/>

Advanced Filters

Inspection Id	From	<input type="text"/>	To	<input type="text"/>
Inspection Date	From	<input type="text"/>	To	<input type="text"/>

Note: Any value in the advanced filter section would supersede corresponding values in the basic filter section
Legend: PH - Public Housing, MF - Multi-Family

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Workspace
My Workspace

Contractor Management
Administration
Reports/Search

Control Panel
User Preferences

EHS
Search

Inspector Management
Search
Administration
Upload Profile
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Inspector Management
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Inspection Management
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Search Inspections
PHAS Details

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Click on the dropdown list for the PHA Code and select your PHA

Select PH for Public Housing.

Select the status "Review Pending".

Select "Retrieve Inspection".

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Physical Assessment Subsystem (PASS)

EHS - Search

OMB Notice

Use the [legacy EHS module](#) to access DCD 2.3 Inspections.

Basic Filters

PHA Code: AA001
Type: PH
Status: Review Pending
Inspection Id:
Inspection Date:
Property ID/Dev #:

Advanced Filters

Inspection Id: From To
Inspection Date: From To

Note: Any value in the advanced filter section would supersede corresponding values in the basic filter section
Legend: PH - Public Housing, MF - Multi-Family

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EHS Results page will display with the Inspection ID, Property ID, Property Name, State, PHA Code, Inspection Date, EHS Defect Count, Status and Alert.

The screenshot shows a web browser window with the title "Exigent Health & Safety: EHS - Results". The main content area is titled "U.S. Department of Housing and Urban Development Physical Assessment Subsystem (PASS)". A red box highlights the "EHS Results" section header. Below this, there is a "Print Version" link and a message stating "1 record returned, displaying all records." A table with 9 columns is displayed: Inspection ID, Property ID/Dev #, Property Name, State, PHA Code, Inspection Date, EHS Defect Count, Status, and Alert. The first row contains the following data: 501498, AA001646566, TERRACE APTS, AA, AA001, 05/31/2012, 4, a yellow square icon, and -. Below the table, there is a "Back" button and a legend: "Note: [red square] - User Reply Pending, [yellow square] - HUD Review Pending, [green square] - Review Completed, [blue square] - Past Report Deadline. Legend: Dev# - Development #". A "Back to Top" link is also present. The footer includes the PIH-REAC Division contact information and a "Privacy Policy" link. A sidebar on the left contains navigation links such as "Contractor Management Profile", "Control Panel User Preferences", "EHS Search", "Inspection Oversight Search Inspections", "Scheduler", and "PASS Main Menu".

Inspection ID	Property ID/Dev #	Property Name	State	PHA Code	Inspection Date	EHS Defect Count	Status	Alert
501498	AA001646566	TERRACE APTS	AA	AA001	05/31/2012	4	[Yellow Square]	-

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To view the EHS form, click on the icon displayed next to the Inspection ID.

The screenshot shows the 'EHS Results' page in the PASS system. The page title is 'U.S. Department of Housing and Urban Development Physical Assessment Subsystem (PASS)'. A red box highlights the 'EHS Results' header. Below the header, it says '1 record returned, displaying all records.' and includes a 'Print Version' link. A table lists inspection records with columns: Inspection ID, Property ID/Dev #, Property Name, State, PHA Code, Inspection Date, EHS Defect Count, Status, and Alert. The first row shows Inspection ID 501498, Property ID/Dev # AA001646566, Property Name TERRACE APTS, State AA, PHA Code AA001, Inspection Date 05/31/2012, EHS Defect Count 4, Status with a yellow icon, and Alert -. A red arrow points to a small icon next to the Inspection ID 501498. Below the table, there is a 'Back' button, a note about status icons, and a legend for Dev#. At the bottom, there is contact information for the PIH-REAC Division and a 'Privacy Policy' link.

Inspection ID	Property ID/Dev #	Property Name	State	PHA Code	Inspection Date	EHS Defect Count	Status	Alert
501498	AA001646566	TERRACE APTS	AA	AA001	05/31/2012	4		-

Note: - User Reply Pending, - HUD Review Pending, - Review Completed, - Past Report Deadline.
Legend: Dev# - Development #

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The Exigent Health and Safety Notification Form will open up, displaying property information, Item detail, Deficiency details and Location details.

Exigent Health and Safety Notification Form

PHA Development No: AA001646566	
Development Name: TERRACE APTS	Inspection ID: 501498
Address: 1234 EAST WEST Street	Inspection Date: May 31, 2012 12:33:45 PM
	Primary Contact: Jane Doe
ANYTOWN, AA 34567	Role: PHA Executive Director
Phone: () -	Primary Contact Phone: (324)324-3245 Ext :

All PHAs are to correct or abate EHS deficiencies within 24 hours after the inspection, and certify to the correction or abatement activity through the online application within three business days of the inspection.

During this inspection, the following items were observed and noted as EHS deficiencies. These require immediate attention:

#	Item	Deficiency	Location
Site			
1	Air Quality	HS - Propane/Natural Gas/Methane Gas Detected (Air Quality)	Bldg: 1802 - TUIQ 2463 Comments: sdfdf
Building Systems			
2	Emergency/Fire Exits	HS - Emergency/Fire Exits Blocked/Unusable (Emergency/Fire Exits)	Bldg: 1802 - TUIQ 2463 Floor: R Comments: sdfds
Unit			
3	HVAC System	Unit - Misaligned Chimney/Ventilation System (HVAC)	Bldg: 1802 - TUIQ 2463 Unit: 32424 Room: Dining Area Comments: sfdf
4	HVAC System	Unit - Misaligned Chimney/Ventilation System (HVAC)	Bldg: B309 - UTZ1ATVMCM JVMZOML Unit: 23432432 Room: Bedroom Comments: sdfdf

Name of PHA Representative: (print)	Inspector Name:
Signature of PHA Representative:	Inspector ID Number:
Date: May 31, 2012 12:38:29 PM	

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From the EHS Results page, click on the Inspection ID number.

U.S. Department of Housing and Urban Development
Physical Assessment Subsystem (PASS)

EHS Results

[Print Version](#)

1 record returned, displaying all records.

Inspection ID	Property ID/Dev #	Property Name	State	PHA Code	Inspection Date	EHS Defect Count	Status	Alert
01498	AA001646566	TERRACE APTS	AA	AA001	05/31/2012	4		-

Note: - User Reply Pending, - HUD Review Pending, - Review Completed, - Past Report Deadline.
Legend: Dev# - Development #

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The Exigent Health and Safety (EHS) Detail Page will open. By default, the Summary screen is displayed.

U.S. Department of Housing and Urban Development
Physical Assessment Subsystem (PASS)

Exigent Health & Safety (EHS) Details [Print Version](#)

Summary **Defects**

Inspection Details

Inspection ID 501498 **Inspection Date** 05/31/2012
Inspection Time **Upload Date** 05/31/2012
Property ID AA001646566 **Procurement Type** Reverse Auction Program
Property Name TERRACE APTS
Reports - [EHS](#)

Property Address

Property Contact

EHS Defects Summary

Area	EHS Defect Count	User Response	Responses Pending	Reviewed	Review Pending
Site	1	0	1	0	0
Building Exterior	0	0	0	0	0
Building Systems	1	0	1	0	0
Common Areas	0	0	0	0	0
Units	2	0	2	0	0
Total	4	0	4	0	0

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To view the Defects in detail, click on the Defects tab.

Details include the Area, Building number, Unit number, Defect and if mitigated or not.

The screenshot shows the 'Exigent Health & Safety (EHS) Details' page for Inspection ID: 501498. The 'Defects' tab is highlighted with a red circle and a yellow arrow. Below the tabs, a table displays two records of defects. The table has columns for Area, Building #, Unit #, Defect, and Mitigation. The first record shows a 'Unit - Misaligned Chimney/Ventilation System (HVAC)' in Building B309, Unit 23432432, which is 'Not Mitigated'. The second record shows a similar defect in Building 1802, Unit 32424, which is 'Mitigated'. An 'Excel' export option is available below the table. The footer contains contact information for the PIH-REAC Division and a link to the Privacy Policy.

Area	Building #	Unit #	Defect	Mitigation
Unit	B309	23432432	<u>Unit - Misaligned Chimney/Ventilation System (HVAC)</u>	Not Mitigated
Unit	1802	32424	<u>Unit - Misaligned Chimney/Ventilation System (HVAC)</u>	Mitigated

To mitigate, click on the Defect link.

The screenshot displays the 'Exigent Health & Safety (EHS) Details' page in the PASS system. The page header includes the U.S. Department of Housing and Urban Development logo and the title 'Physical Assessment Subsystem (PASS)'. A navigation menu on the left lists various system functions such as 'Workspace My Workspace', 'Contractor Management Administration Reports/Search', 'Control Panel User Preferences', 'EHS Search', 'Inspector Management Search Administration Upload Profile', 'Inspection Management Rules Management New Ad hoc Rule New Pre-DBA Rule My Inbox Search Inspections PHAS Details', and 'Inspection Oversight Create Auction Auctions List Search Inspections Inspection Procurement'. The main content area shows a 'Defects' tab selected, with a 'Print Version' link. Below the tab, the 'Defects Details' section displays 'Inspection ID: 501498' and '2 records returned, displaying all records.' A table with columns 'Area', 'Building #', 'Unit #', 'Defect', and 'Mitigation' lists two records. The first record shows 'Unit - Misaligned Chimney/Ventilation System (HVAC)' for Building # B309, Unit # 23432432, with a 'Not Mitigated' status. The second record shows the same defect for Building # 1802, Unit # 32424, with a 'Mitigated' status. An 'Excel' export option is available. The footer contains the PIH-REAC Division contact information and a 'Privacy Policy' link.

Area	Building #	Unit #	Defect	Mitigation
Unit	B309	23432432	Unit - Misaligned Chimney/Ventilation System (HVAC)	Not Mitigated
Unit	1802	32424	Unit - Misaligned Chimney/Ventilation System (HVAC)	Mitigated

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To mitigate the specific defect:

Select Action (Mitigation), then add a comment, the date mitigated and then SAVE!

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Physical Assessment Subsystem (PASS)

Exigent Health & Safety (EHS) Details [Print Version](#)

EHS Defect Details

Inspection ID	501498				
Area	Unit	Building #	1802	Unit	32424
Item	HVAC System	Location	DINING		
Defect Name	Unit - Misaligned Chimney/Ventilation System (HVAC)				
Defect Recorded Date	05/31/2012				
Inspector Comment	sfsdf				

HVAC System : Unit - Misaligned Chimney/Ventilation System (HVAC)

Report Date	08/28/2012
Action	Mitigation
Action Comment	Test Action
Action Date	08/28/2012

[Save](#) [Cancel](#)

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