

Damp and Mould Inspection

Room by room damp and mould inspection with causes, HHSRS hazard check, photos and remedial actions. Built for Awaab's Law timescales.

1. Case details and timeline

Who reported it, when, and how it was investigated.

Project

Filled in from the project in SiteSurvey.

Landlord

Site or estate

Report reference

Sources. The Hazards in Social Housing (Prescribed Requirements) (England) Regulations 2025 (known as Awaab's Law) apply to social landlords in England and came into force on 27 October 2025. They set the investigation, safety work and written summary timeframes used in this form. They work through the term implied into social tenancies by section 10A of the Landlord and Tenant Act 1985. Damp and mould is also a hazard under the Housing Health and Safety Rating System (HHSRS), made under Part 1 of the Housing Act 2004.

Property address *

How did the landlord become aware? (choose one)

- ☐ Reported by the resident
- ☐ Reported by someone else
- ☐ Found on a visit
- ☐ Other: _____

Date the landlord became aware *

Date aware. The date the landlord first knew of something that is or may be a hazard, from any source: the resident, someone else, a contractor or staff on a visit. An earlier repair report, such as a broken fan, can count. The clock starts the next working day.

Type of investigation * (choose one)

- ☐ Standard ☐ Renewed ☐ Further ☐ Emergency

If applicable: Standard investigation. It must be completed within 10 working days, starting the day after the landlord became aware, or 10 working days from the day after the resident asks for an inspection in person, if they do.

Date the resident asked for an inspection in person (if applicable)

If applicable: Renewed investigation. It must be completed within 10 working days, starting the day after the resident asked for it.

If applicable: Emergency. The investigation and the work to make the home safe must both happen as soon as possible, and within 24 hours.

Time the landlord became aware (if applicable)

How was the investigation carried out? * (choose one)

☐ In person ☐ Remote, from photos or video

What was it based on? (if applicable; tick all that apply)

☐ Photos from the resident

☐ Video from the resident

☐ Video call

☐ Records of an earlier visit

Has the resident asked for an inspection in person? (if applicable)

☐ Yes ☐ No

Date the resident asked for an inspection in person (if applicable)

If applicable: The resident has asked for an inspection in person, so the investigation must include one.

Investigator name and role

Date the investigation was completed

Time the investigation was completed (if applicable)

Investigation due by (if applicable)

Standard: 10 working days, starting the day after the landlord became aware, or the day after the resident asked for an inspection in person if they did. Renewed: 10 working days, starting the day after the resident's request. Emergency: within 24 hours of becoming aware. Working days leave out weekends, Christmas Day, Good Friday and bank holidays.

Investigation due by (time) (if applicable)

24 hours from the time the landlord became aware.

Was the investigation completed by the due date? (if applicable; choose one)

☐ Yes ☐ No

Why not, and what was done (if applicable)

For example, access refused. Give the dates of each attempt to get in.

Were all affected areas inspected?

☐ Yes ☐ No

Which areas were not inspected, and why? (if applicable)

Weather capture

Digital form: use Record current conditions. On paper, record date/time, temperature (°C), wind (mph and direction), conditions and source. Keep observed conditions separate from forecast estimates.

2. Household and resident account

Record what the resident tells you. Medical evidence is not needed.

Who lives in the home?

Has the resident told you about anyone whose health could be affected?

☐ Yes ☐ No

Who? (if applicable; tick all that apply)

- ☐ Baby or child
- ☐ Older person
- ☐ Someone with a breathing condition such as asthma
- ☐ Someone with a skin condition
- ☐ Someone with a weakened immune system
- ☐ Someone who is pregnant
- ☐ Someone with a mental health condition
- ☐ Other: _____

Do any of them sleep in an affected room? (if applicable)

☐ Yes ☐ No

If applicable: Take this into account in the hazard decision in section 6. The decision depends on who actually lives in the home.

How long has the resident noticed it? (choose one)

☐ Less than a month ☐ 1 to 6 months ☐ 6 to 12 months ☐ More than a year

What has the resident seen or tried?

Has it been reported before?

☐ Yes ☐ No

When, and what was done? (if applicable)

Does the resident have language, access or contact needs?

☐ Yes ☐ No

What do they need? (if applicable)

3. Building and outside

Work from the roof down. Look for water getting in from outside.

Property type (choose one)

☐ House ☐ Bungalow ☐ Flat ☐ Maisonette

Which floor? (if applicable; choose one)

☐ Basement ☐ Ground floor ☐ Upper floor ☐ Top floor

Construction and approximate age

How was the outside inspected? (choose one)

☐ Inspected up close ☐ Viewed from ground level ☐ Not inspected

Why was the outside not inspected? (if applicable)

Defects found outside (if applicable; tick all that apply)

- ☐ Blocked or leaking gutters
- ☐ Damaged downpipes
- ☐ Cracked render or pointing
- ☐ Roof defects
- ☐ High ground levels
- ☐ Failed window seals
- ☐ None found

Describe the defects and where they are (if applicable)

Photos of the defects (if applicable; photos: attach, or note the file names)

Where are the defects outside? (if applicable)

Mark each one from the ground, for example the leaking gutter above the bedroom. It helps the repairs team find it on a block or an estate. Tap Mark current location on site. It saves the coordinates, a grid reference and the accuracy.

Any sign of a plumbing leak?

☐ Yes ☐ No

Where is it coming from? (if applicable; choose one)

- ☐ Bath or shower
- ☐ Basin or sink
- ☐ Toilet
- ☐ Heating pipework
- ☐ Water supply pipework
- ☐ The home above
- ☐ Not yet known

Photos of the leak (if applicable; photos: attach, or note the file names)

4. Room record

One entry for each room affected. Photograph it before anything is cleaned.

What a good photo shows. Step back to show how far it spreads, then get close to the worst of it. Put the meter in shot when you take a reading.

Rooms affected (copy this block for each one)

Room * (choose one)

- ☐ Living room
- ☐ Kitchen
- ☐ Bathroom
- ☐ Bedroom
- ☐ Hallway
- ☐ Other: _____

Which one, and where in the room?

Where is the damp or mould? (tick all that apply)

- ☐ Ceiling
- ☐ External wall
- ☐ Internal wall
- ☐ Window reveal or frame
- ☐ Behind furniture
- ☐ Skirting or floor
- ☐ Sealant or tiles

Which looks most like what you can see? (choose one)

- ☐ Spotting in a ceiling corner
- ☐ Spotting beside a window
- ☐ Staining above the skirting
- ☐ Growth across a bathroom ceiling

Photos of the damp or mould (photos: attach, or note the file names)

Width of the patch (m)

Hold an A4 sheet flat on the wall or ceiling beside the patch and measure from a photo. It is an estimate, close enough to size the job.

Height of the patch (m)

Area of the patch (m²) (if applicable; worked out automatically in the app)

Area affected (m²)

Type it in, or measure the patch below and leave this blank.

Size of that wall or ceiling (m²)

Share of the surface affected (%) (if applicable; worked out automatically in the app)

Air temperature (°C)

Relative humidity (%)

Coldest surface (°C)

Estimated dew point (°C) (if applicable; worked out automatically in the app)

A quick estimate from the air temperature and humidity. Use the figure from your instrument if it gives one.

If applicable: The coldest surface is at or close to the dew point, so condensation is likely to form on it.

If applicable: Humidity is high. Mould can grow where humidity stays at around 70% or more for long periods. One reading shows the conditions at this visit only.

Moisture meter, affected area

Moisture meter, dry area nearby

Affected area above the dry area (meter units) (if applicable; worked out automatically in the app)

If applicable: Meter readings on plaster and masonry are a relative scale. Record them for comparison, not as a moisture content.

Does someone at greater risk sleep or spend long periods in this room?

☐ Yes ☐ No

Room severity score (0 to 9) (worked out automatically in the app)

Adds up how far it has spread (0 to 3), the readings that favour mould (0 to 2), how wet the affected area is against the dry area (0 to 2) and whether someone at greater risk uses the room (2). A guide to which room to deal with first, not the hazard decision.

Severity (worked out automatically in the app)

What you can see

Walk Cam: this room

Walk Cam video walk-through: available in the SiteSurvey app only.

5. Ventilation and heating

Check that the home can be ventilated and heated.

Bathroom extractor fan (choose one)

☐ Working ☐ Fitted, not working ☐ None

What is wrong with it? (if applicable)

Does the bathroom have a window that opens? (if applicable)

☐ Yes ☐ No

If applicable: This bathroom has no fan and no window that opens, so moisture has no way out.

Kitchen extraction (choose one)

☐ Ducted outside and working
☐ Recirculating only
☐ Fitted, not working
☐ None

Trickle vents in the affected rooms (choose one)

☐ Fitted and open ☐ Fitted, blocked or shut ☐ None

Do the windows open?

☐ Yes ☐ No

Which windows do not open, and why? (if applicable)

Heating (choose one)

☐ Gas boiler and radiators
☐ Electric storage heaters
☐ Electric panel heaters
☐ Heat pump
☐ District or communal heating
☐ None

Is the heating working in the affected rooms? (if applicable)

☐ Yes ☐ No

What is wrong with it? (if applicable)

If applicable: The affected rooms cannot be heated. Include the repair in the required work.

6. Findings and hazard decision

Describe the cause in the building. The decision depends on who lives in the home.

Type of damp * (choose one)

☐ Condensation ☐ Penetrating damp ☐ Rising damp ☐ Leak ☐ Not yet known

What is causing the condensation? (if applicable; tick all that apply)

- ☐ Extractor fan missing or not working
☐ Background ventilation blocked or missing
☐ Room cannot be heated
☐ Cold surface or missing insulation
☐ Other: _____

Where is the water getting in? (if applicable)

What shows that it is rising damp? (if applicable)

What is leaking, and has it been stopped? (if applicable)

What further investigation is needed, and when? (if applicable)

Other causes ruled out, and how

Rooms affected (worked out automatically in the app)

Rooms scoring High (6 or more) (worked out automatically in the app)

Highest room severity score (worked out automatically in the app)

If applicable: At least one room scores High. The score adds up spread, readings and who uses the room. Use it to decide which room to deal with first. Whether there is a significant or emergency hazard is still your decision, recorded below.

Hazard identified * (choose one)

☐ No hazard ☐ Significant hazard ☐ Emergency hazard

If applicable: Emergency hazard. The home must be made safe as soon as possible, and within 24 hours.

Has the home been made safe? (if applicable)

☐ Yes ☐ No

Date and time it was made safe (if applicable)

If applicable: Significant hazard. Safety work must be completed within 5 working days, starting the day after the investigation was completed.

Reason for the decision (if applicable)

If applicable: You recorded someone at greater risk sleeping in an affected room. Say how that was taken into account.

Other hazards seen on this visit (tick all that apply)

Optional. Anything noticed while inspecting for damp and mould that needs its own record.

- ☐ Excess cold
- ☐ Excess heat
- ☐ Falls (on the level, on stairs or between levels)
- ☐ Structural collapse
- ☐ Fire and explosions
- ☐ Electrical hazards
- ☐ Domestic hygiene (including food safety)

If applicable: From 30 November 2026 these hazards carry the same Awaab's Law timeframes as damp and mould. Open an Awaab's Law Hazard Record for each one.

7. Required work and target dates (if applicable)

Each piece of work needs a target start and finish.

Safety work (tick all that apply)

- ☐ Clean and treat the mould
- ☐ Repair or replace the extractor fan
- ☐ Repair the heating
- ☐ Stop the leak
- ☐ Clear or reinstate the vents
- ☐ Other: _____

Safety work must be completed by (if applicable)

Significant hazard: 5 working days, starting the day after the investigation was completed. Emergency hazard: within 24 hours. Working days leave out weekends, Christmas Day, Good Friday and bank holidays.

Safety work must be completed by (time) (if applicable)

Safety work, target start

Safety work, target finish

Can the safety work be finished in time?

☐ Yes ☐ No

If applicable: If the safety work cannot be finished in time, the landlord must arrange somewhere suitable for the household to stay, at no cost to them, unless the resident turns the offer down.

Has somewhere to stay been offered? (if applicable)

☐ Yes ☐ No

Date written safety advice was given (if applicable)

What the household can do to reduce the risk until the safety work is done. Not needed if the home will be empty throughout.

Is more work needed to stop it coming back?

☐ Yes ☐ No

Work to stop it coming back (if applicable)

Target start (if applicable)

Target finish (if applicable)

Can the preventative work begin within 5 working days? (if applicable)

☐ Yes ☐ No

Why not, and what has been done to make sure it begins (if applicable)

If applicable: Preventative work. It must begin within 5 working days, starting the day after the investigation was completed. If that is not reasonably practicable, the landlord must take steps so it begins as soon as reasonably practicable and within 12 weeks, starting the day after the investigation. It must be completed within a reasonable period.

Anything done on the visit

Follow-up visit date

Go back at least 6 weeks after the treatment to check that it has worked.

8. Written summary for the resident

Plain words. Say what was found, what happens next and when.

The summary is due within 3 working days, starting the day after the investigation was completed. It must say whether a hazard was found, what will be done and target dates to start and finish it, and how to contact the landlord.

What we found

Fixing the problem (if applicable)

Stopping the problem coming back (if applicable)

Why no further action is needed (if applicable)

How the resident can contact the landlord

How was the summary given? (choose one)

- ☐ Handed to the resident
- ☐ Left at the home
- ☐ First class post
- ☐ Email
- ☐ Text message

Did the resident give this email address or number for contact from the landlord? (if applicable)

- ☐ Yes ☐ No

If applicable: Email and text only count if the resident gave that address or number for contact from the landlord. Use another way as well.

Date the summary was given

Written summary due by

3 working days, starting the day after the investigation was completed. Working days leave out weekends, Christmas Day, Good Friday and bank holidays.

Was the summary given by the due date? (choose one)☐ Yes☐ No☐ Not needed: all required work was completed within the 3 working days**Why not, and when was it given?** (if applicable)

Inspector sign-off

If applicable: This case was recorded as an emergency. Check that the time the home was made safe is filled in.

Name

Inspector signature**Date signed**

9. Close-out after the work

Fill this in when the work is done, not on the day of the visit. It shows whether each deadline was met.

Date the safety work was completed (if applicable)

Time the safety work was completed (if applicable)

Was the safety work completed by the due date? (if applicable; choose one)☐ Yes☐ No: household in suitable alternative accommodation☐ No: resident refused alternative accommodation☐ No**Why not, and what was done** (if applicable)

Date preventative work began (if applicable)

Date preventative work was completed (if applicable)

Date the resident was told the work was complete
