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# **ROOFER: Steep Roofing Inventory Procedures and Inspection and Distress Manual for Asphalt Shingle Roofs**

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This report gives instructions for using ROOFER procedures for establishing a steep roofing inventory and evaluating the condition of asphalt shingle roofs. ROOFER is an engineered management system designed to help facility managers more efficiently manage their roofing assets and make the best use of roof maintenance and repair dollars.

This document includes the standardized information the user needs to divide steep roofs into manageable sections and collect and maintain inventory information. Visual inspection survey procedures, which include distress descriptions, severity levels, measurement criteria and photographs of shingle and flashing distresses, are presented. Procedures for distress density calculations are also provided. Roof inspectors can use this information to objectively determine condition indexes that reflect (1) the ability of the shingles and flashings to perform their function, (2) needed level of repair, and (3) waterproof integrity.



## Foreword

This study was conducted for the Directorate of Military Programs, Headquarters, U.S. Army Corps of Engineers (HQUSACE) under Reimbursable Project ZS8, "Final Phase for ROOFER Condition Evaluation Process for Asphalt Shingles." The technical monitor was Dave Bohl, CEMP-ET.

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# 1 Introduction

## Background

The U.S. Army has approximately 200 million square feet of asphalt shingle roofing. Army installations spend a significant portion of their infrastructure maintenance dollars replacing these roofs. Historically, Army Directorates of Public Works (DPWs), like other facility managers, have lacked systematic procedures for evaluating and managing their inventory of roofs to make the best use of limited maintenance funds.

The U.S. Army Construction Engineering Research Laboratory (CERL), with the assistance of other organizations, developed ROOFER, an Engineered Management System initially designed for bituminous built-up roofs (Bailey et al. 1989; Bailey, Brotherson, and Tobiasson 1989) and single ply roofs (Bailey et al. 1993). The ROOFER procedures used in conjunction with a microcomputer application called MicroROOFER (Bailey et al. 1990), provide building managers with a decision-support tool for assessing roof condition, selecting repair strategies, and establishing planning and budgeting needs for accomplishing the necessary work.

The current phase of ROOFER development addresses steep roofing assets surfaced with asphalt shingles.

## Objectives

The objective of this work was to develop an inventory procedure for steep roofing systems and condition index procedures based on visual inspection of the flashing and shingle components of asphalt shingle roofs as part of the program to apply ROOFER to additional types of roofing systems. The objective of this report is to provide roof inspectors with a standard reference for collecting physical and historical roofing system data, conducting inspections, and calculating a flashing condition index (FCI) and shingle condition index (SCI).

## Approach

The concepts and theory behind the condition index methodology, and the process used to develop and field-validate the distress definitions and deduct value curves are described elsewhere (Shahin, Bailey, and Brotherson 1987a). The procedures for determining membrane and flashing condition indexes for built-up roofs (BUR), as described in Shahin, Bailey, and Brotherson (1987b) provide the basis for the current work. A rating team of experts was employed and field tests were conducted at several sites (military and nonmilitary), replicating the successful development process used in the earlier work cited.

## Using This Manual

Chapter 2 contains the inventory procedure for steep roofing systems. Chapter 3 provides the inspection and condition evaluation procedures for asphalt shingle roofs. Distresses for flashings and shingles are presented in Chapters 4 and 5, respectively. These two chapters include descriptions of distresses, severity levels, defect definitions, photographs, and measurement criteria. Inspectors should study this manual and carry a copy for reference during inspections.

Results of roof inspections are to be used in conjunction with the calculation procedures in Chapter 3 to determine the FCI and SCI and their corresponding condition ratings (Figure 1). Deduct value curves are in Appendix A, field measurement methodologies are in Appendix B, and samples of roof inspection sheets are in Appendix C. These flashing and shingle component condition indexes are combined to calculate a roof condition index (RCI) and provide an overall roof assessment.

## Mode of Technology Transfer

More information about the ROOFER Engineered Management System and Micro ROOFER, including fact sheets, technical reports, software links, and support points of contact, may be found by a search of ERDC/CERL's Publications or Products/Capabilities web pages starting at <http://www.cecer.army.mil/td/tips/>.

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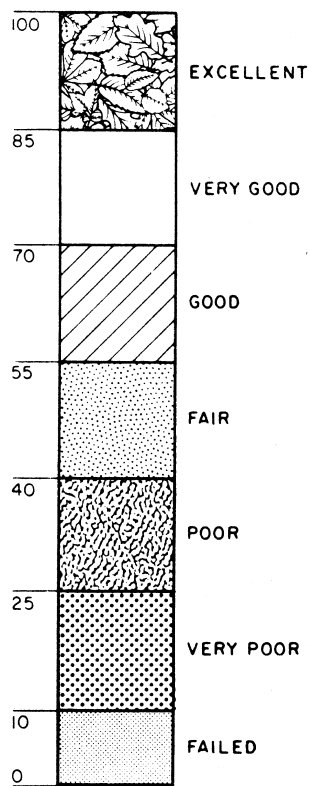


Figure 1. Flashing and Shingle Condition Indexes (FCI and SCI) and ratings.

## Units of Weight and Measure

U.S. standard units of measure are used throughout this report. A table of conversion factors for Standard International (SI) units is provided below.

SI conversion factors		
1 in.	=	2.54 cm
1 ft	=	0.305 m
1 yd	=	0.9144 m
1 sq in.	=	6.452 cm <sup>2</sup>
1 sq ft	=	0.093 m <sup>2</sup>
1 sq yd	=	0.836 m <sup>2</sup>
1 lb	=	0.453 kg
°F	=	(°C x 1.8) + 32

## 2 Steep Roofing Inventory Procedures

The roofing inventory is the foundation of ROOFER. The inventory provides the information needed by engineering personnel to manage roofing assets. A well maintained inventory, when combined with condition evaluation data (discussed in Chapters 3, 4, and 5), provides a construction history for each roof and a record of performance that can be used to determine repair and replacement strategies.

### Roof Network Identification

A roof network, as defined within the ROOFER system, consists of all the building roofs maintained by an installation or facility manager. This network is generally divided into the following manageable components:

#### ***Building***

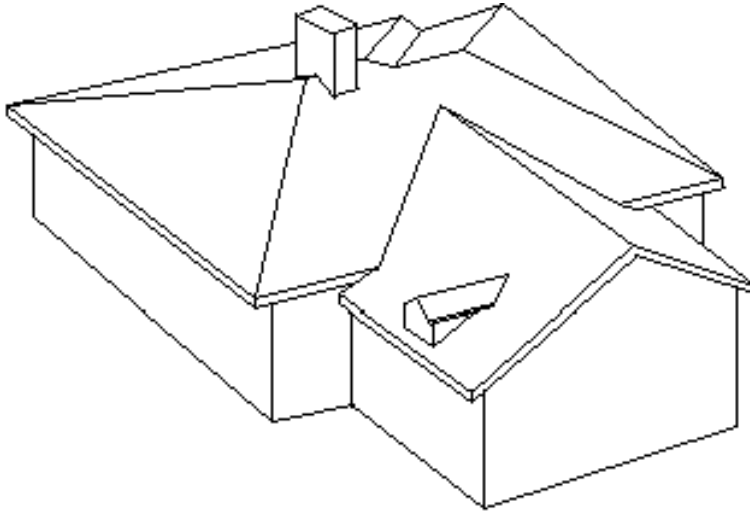
A building consists of one distinct structure that may include several wings or sections, but generally has one building number or designation. Buildings connected by covered walks or enclosed passageways should be considered separately unless they are designated by the same building number. Facility complexes with only one building number or designation should be given sub-designations for easier identification.

#### ***Roof Sections***

Building roofs are managed by units called “roof sections” for which all repair and replacement decisions can be made. To achieve this, each roof section is inspected and evaluated independently of other roof sections. As a rule, a building having a steep roofing system of approximately 10,000 SF or less should be managed as one section. Roofing on dormers and similar projections should be included with the main roof section. As an example, all exposed roof areas on the building shown in Figure 2 would comprise one roof section.

For buildings with larger roof areas, the roof may be divided into two or more sections, and each section inspected and rated independently. Using this approach, a roof section in poor condition does not detract from the assessment of a

roof section on the same building that is performing well. It may be possible to replace only those sections that have reached the end of their service life while making the necessary repairs to the remaining roof sections.



**Figure 2. Example of a building roof comprising a roof section.**

Roof sections are assigned letter designations (A, B, C, etc.). For roofing systems that require subdivisions, sections are generally delineated by:

- different weather exposure (i.e., north side and south side of a gabled roof)
- perimeter details such as firewalls, expansion joints, valleys, hips, or ridges
- different roof slopes or levels
- areas having different roof covering types, different amounts of rooftop equipment, or significantly different conditions below the roof
- areas that were constructed at different times.

If a roof is physically divided into many small areas, strong consideration should be given to combining these areas with a larger adjacent roof area to comprise one roof section.

## **Data Collection**

The information needed to successfully manage a roof network must be stored in a way that makes the data accessible and usable. The data collection system described in this report affords easy input into the MicroROOFER computer application. Once stored, the information about each building and roof section can be used to perform analyses and develop reports needed to effectively manage large networks of building roofs or individual roof projects.

The physical and historical information about buildings and roof sections which is recorded on standardized forms, comes from a variety of sources. At installations that have complete building records, most of the data can be taken from as-built drawings, record drawings, and specifications. Because these drawings and specifications often do not show actual conditions, it is important that information collected during the visual inspection be as complete as possible. Missing data will make analysis and planning difficult. Although this phase does require time and effort, once accomplished, it only requires updating as changes to a roof system occur.

### ***Building Identification Sheet***

The Building Identification Sheet (Figure 3) provides general information such as building name, number, location, and occupancy. It also lists each roof section and its area, and the date the building was originally constructed. Although some of the information is not directly related to the roofing system, it does provide essential data for managing the network. A building roof plan, which shows overall dimensions and identifies each roof section, should also be drawn on the sheet. The plan can be drawn to a scale that will fit in the space provided. For large buildings, a scale of 1 in. = 30 ft or 1 in. = 60 ft will probably be required to show the entire roof.

### ***Roof Section Identification Worksheet***

The three-page Roof Section Identification Worksheet (Figure 4) simplifies the task of collecting the inventory data for a roof section and ensures uniformity in reporting terminology. Most of the items are self-explanatory and the collection process uses standard checklists to identify the various system components. Data can be obtained from specifications, drawings, and visual inspection.

Descriptions of the collected inventory data follow:

#### **General**

*Section 11 — Type.* Slope configurations for the roofing system.

*Section 12 — Perimeter.* The length (in feet) of the perimeter of the roof section categorized into the listed construction “edges.”

*Section 13 — Access.* The method used to gain access to the roof. Note whether the ladder is inside or outside the building and if it is permanently attached to



the building. If it is not, a portable ladder may be necessary for inspection. If access is gained from an adjacent roof section, identify the section.

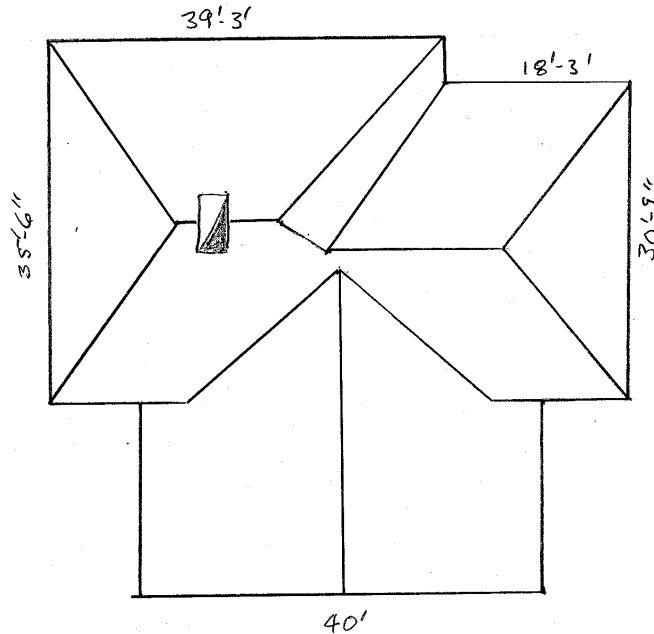
<b>BUILDING IDENTIFICATION SHEET</b>		AGENCY / INST. NO.:  X X X X X	
DATE: <u>7 / 2 / 99</u>		AGENCY / INST.: <u>Example</u>	
BUILDING NAME: <u>Residence - 1201 Vine</u>			
BUILDING NUMBER: <u>1253</u>		DESIGN CATEGORY CODE:  7 1 1 1 1	
TYPE CONST.:  P		FACILITY NUMBER:  1 1 2 5 3	
LOCATION: <u>1201 Vine Street</u>			
USE: <u>Family Housing</u>		YEAR BUILT: <u>1991</u>	
ROOF SECTIONS:			
A <u>2813</u> SF	F _____ SF	K _____ SF	P _____ SF
B _____ SF	G _____ SF	L _____ SF	Q _____ SF
C _____ SF	H _____ SF	M _____ SF	R _____ SF
D _____ SF	I _____ SF	N _____ SF	S _____ SF
E _____ SF	J _____ SF	O _____ SF	T _____ SF
REMARKS:			
			
BUILDING ROOF PLAN		SCALE:	

Figure 3. Completed Building Identification Sheet.

<b>ROOF SECTION IDENTIFICATION WORKSHEET</b>			AGENCY/INST.: <i>Example</i>	
DATE: <i>JUN/1999</i>		BLDG. NO.: <i>1253</i>	SECTION ID: <i>A</i>	AREA: <i>2813</i> SF
OCCUPANCY:		YEAR ORIG. CONST.: _____		YEAR LAST REPLACED: _____
<b>10 GENERAL</b>				
<b>11 TYPE (check all):</b>				
<input checked="" type="checkbox"/> GABLE		<input type="checkbox"/> GAMBREL		<input type="checkbox"/> DOME
<input checked="" type="checkbox"/> HIP		<input type="checkbox"/> SHED		<input type="checkbox"/> BARREL
				<input type="checkbox"/> OTHER
<b>12 PERIMETER (check all):</b>				
PARAPET _____ LF		FIREWALL _____ LF		RIDGE <i>69</i> LF
ROOF EDGE <i>234</i> LF		HIP <i>116</i> LF		OTHER _____ LF
ADJACENT WALL _____ LF		VALLEY <i>70</i> LF		
<b>13 ACCESS (check one):</b>				
INTERNAL LADDER		EXTERNAL LADDER		<input type="checkbox"/> PENTHOUSE
<input type="checkbox"/> Permanent		<input type="checkbox"/> Permanent		<input type="checkbox"/> ACCESSED FROM ADJ.
<input type="checkbox"/> Temporary		<input checked="" type="checkbox"/> Temporary		<input type="checkbox"/> SECTION (Sec.ID _____)
				<input type="checkbox"/> OTHER
<b>20 STRUCTURAL FRAME</b>				
<b>21 TYPE (check one):</b>				
STEEL		CONCRETE		SPECIAL
<input type="checkbox"/> Beams, Girders, Cols.		<input type="checkbox"/> Beams		<input type="checkbox"/> Dome
<input type="checkbox"/> Long Sp Deck, Beams		<input type="checkbox"/> Flat Slab		<input type="checkbox"/> Space Frame
<input type="checkbox"/> Trusses				
<input type="checkbox"/> Bar Joists with Beams & Cols.		WOOD		
<input type="checkbox"/> Bar Joists with Bearing Walls		<input checked="" type="checkbox"/> Laminated Beams		<input type="checkbox"/> OTHER
<input type="checkbox"/> Bar Joists with Combination		<input type="checkbox"/> Trusses		<input type="checkbox"/> UNKNOWN
		<input type="checkbox"/> Joists		
		<input type="checkbox"/> Panels		
<b>30 ROOF DECK</b>				
<b>31 STRUCTURAL DECK (check one):</b>				
NONCOMBUSTIBLE		COMBUSTIBLE		
<input type="checkbox"/> STEEL		<input type="checkbox"/> CONCRETE, LWT. PRECAST		<input type="checkbox"/> WOOD BOARDS
CONCRETE, STD		CEMENT FIBER		<input checked="" type="checkbox"/> PLYWOOD
<input type="checkbox"/> Precast		<input type="checkbox"/> Bulb-Tees		<input type="checkbox"/> WOOD FIBER
<input type="checkbox"/> Cast-in-Place		<input type="checkbox"/> Clipped		<input type="checkbox"/> OTHER
<input type="checkbox"/> GYPSUM, PRECAST				<input type="checkbox"/> UNKNOWN

Figure 4. Completed Roof Section Identification Worksheet.

<b>32 ATTACHMENT SURFACE (if applicable):</b>		
<input type="checkbox"/> WOOD FIBER	<input type="checkbox"/> WOOD BOARDS	<input type="checkbox"/> METAL PURLINS
<input type="checkbox"/> PLYWOOD	<input type="checkbox"/> WOOD BATTENS	<input type="checkbox"/> OTHER
		<input type="checkbox"/> UNKNOWN
<b>33 SLOPE (primary):</b> <u>4</u> IN 12		
<b>34 DRAINAGE (check all):</b>		
<input type="checkbox"/> INTERIOR DRAINS	<input type="checkbox"/> SCUPPERS	<input type="checkbox"/> OVERFLOW SCUPPERS
<input type="checkbox"/> INTERIOR GUTTERS	<input type="checkbox"/> ADJACENT ROOF SECTIONS	<input type="checkbox"/> ROOF EDGE
<input checked="" type="checkbox"/> GUTTERS & DOWNSPOUTS	<input type="checkbox"/> SCUPPERS W/LEADER & DOWNSPOUTS	<input type="checkbox"/> OTHER
<b>40 UNDERLAYMENT</b>		
<b>41 TYPE (check all):</b>		
<input type="checkbox"/> FULLY-ADHERED ICE & WATER MAT	<input checked="" type="checkbox"/> ASPHALT SATURATED SHEET	<input type="checkbox"/> UNKNOWN
	<input type="checkbox"/> OTHER	<input type="checkbox"/> NONE
<b>50 ROOF COVERING</b>		
<b>51 TYPE (check one):</b>		
<input type="checkbox"/> ASPHALT SHINGLE <input checked="" type="checkbox"/> Three-Tab <input type="checkbox"/> Multi-Tab <input type="checkbox"/> Strip (no cutout) <input type="checkbox"/> Laminated <input type="checkbox"/> Lock-Down <input type="checkbox"/> Foil-Faced  <input type="checkbox"/> ASPHALT ROLLED	SYNTHETIC ROOFING <input type="checkbox"/> Plastic <input type="checkbox"/> Wood Fiber <input type="checkbox"/> Metal Shingles <input type="checkbox"/> Fiber Cement  <input type="checkbox"/> WOOD SHAKES <input type="checkbox"/> WOOD SHINGLES <input type="checkbox"/> SLATE	<input type="checkbox"/> METAL PANEL  CONCRETE TILE <input type="checkbox"/> Pan and Cover <input type="checkbox"/> S-Shaped <input type="checkbox"/> Flat  CLAY TILE <input type="checkbox"/> Pan and Cover <input type="checkbox"/> S-Shaped <input type="checkbox"/> Flat  <input type="checkbox"/> OTHER
<b>52 SHINGLE REINFORCEMENT (for Asphalt Shingle only) (check one):</b>		
<input type="checkbox"/> ORGANIC	<input checked="" type="checkbox"/> FIBROUS GLASS	<input type="checkbox"/> OTHER
		<input type="checkbox"/> UNKNOWN

Figure 4 (continued). Completed Roof Section Identification Worksheet.

53 ATTACHMENT (check one):		
<input checked="" type="checkbox"/> NAILS	<input type="checkbox"/> LOOSE-LAID (Tile)	<input type="checkbox"/> ADHESIVE-HOT
<input type="checkbox"/> STAPLES	<input type="checkbox"/> SCREW (Tile)	<input type="checkbox"/> ADHESIVE-COLD
<input type="checkbox"/> FASTENER AND TIE	<input type="checkbox"/> MORTAR (Tile)	<input type="checkbox"/> OTHER
<input type="checkbox"/> WIRE CLIPS		<input type="checkbox"/> UNKNOWN
60 FLASHINGS		
61 TYPES (check all):		
<input checked="" type="checkbox"/> VALLEY	<input checked="" type="checkbox"/> APRON	<input type="checkbox"/> PITCH PANS
<input checked="" type="checkbox"/> Open	<input type="checkbox"/> CHANNEL (TILE)	<input checked="" type="checkbox"/> EDGE METAL
<input type="checkbox"/> Closed	<input checked="" type="checkbox"/> FLASHED PENETRATIONS	<input type="checkbox"/> OTHER
<input type="checkbox"/> Woven		
<input checked="" type="checkbox"/> STEP		
62 ACCESSORIES (check all):		
<input type="checkbox"/> SNOW GUARDS	<input type="checkbox"/> WALKWAYS	
63 OVERLAY:		
IS ROOF OVERLAYED <u>N</u> (Y/N) <input type="checkbox"/> # OF LAYERS		
70 REMARKS		

Figure 4 (continued). Completed Roof Section Identification Worksheet.

## **Structural Frame**

*Section 21 — Type.* The structural framing system that supports the roof section.

## **Roof Deck**

*Section 31 — Structural Deck.* The roof deck construction supporting the roof covering.

*Section 32 — Attachment Surface.* For roof coverings not attached directly to the structural deck, the intermediate structure or substrate to which attachment is made.

*Section 33 - Slope.* The predominant slope of the roof section. The roof plan will generally indicate the slope (e.g., 4 in. in 12). If the slope is not noted on the roof plan, the section drawings may indicate the slope. If such information is not available, field measurement will be required (use the method in Appendix B).

*Section 34 - Drainage.* The existing means of removing rainwater from the roof section. ROOF EDGE indicates that the roof water flows over the building edge to the ground or to a lower roof area without gutters or scuppers. Check the roof section for gutters, downspouts, and interior drains.

## **Underlayment**

*Section 41 — Type.* The material course placed beneath the roof covering to provide additional protection to the deck, shed water, and provide a secondary weather protection.

## **Roof Covering**

*Section 51 — Type.* Type of roof covering material and construction.

*Section 52 — Shingle Reinforcement.* For asphalt shingles, the base material that provides the matrix to support the asphalt, surfacing, and other components.

*Section 53 — Attachment.* The method used for attachment of the roof covering units (shingle, tiles, panels, etc.).

## Flashings

*Section 61 — Type.* Types of flashing details existing on the roof section. Check all types that are present. Check the roof section plan on the Roof Inspection Worksheet to be sure that all of the existing flashing, including penetrations, pitch pans, and pipe supports are shown.

*Section 62 — Accessories.* The presence of snow guards or walkways on the roof.

*Section 34 — Overlay.* The existence of underlying layers of previous roofing systems.

## Remarks

Additional information that will be useful to planners in scheduling maintenance or replacement.

## ***Roof Section Identification Sheet***

The inventory data for a roof section can be entered directly into a Micro-ROOFER computer database or compiled onto a Roof Section Identification Sheet (Figure 5). The sheet has seven major divisions and organizes the data onto one page.

## ***Roof Inspection Worksheet***

Each roof section should have a roof plan drawn to a scale that fits on the Roof Inspection Worksheet (Figure 6). The plan should show all physical roof features, including perimeter conditions (e.g., roof edge, ridge, valley, parapet wall), rooftop equipment, and projections through the roof. The standard symbols shown in Figure 7 should be used to identify these items.

Actual measured dimensions for the following lengths should be determined for each exposure and shown on the roof plan.

- eave to ridge
- valley length
- rake length
- ridge length
- hip length
- vertical flashing length.

ROOF SECTION IDENTIFICATION		AGENCY/INST.: <i>Example</i>	
DATE: <i>JUN/1999</i>	BLDG NO: <i>1253</i>	SECTION ID: <i>A</i>	AREA: <i>2813</i> SF
OCCUPANCY: <i>Housing</i>	YEAR ORIG. CONST.: <i>1991</i>	YEAR LAST REPLACED: <i>—</i>	
10 GENERAL			
11 TYPE: <i>Gable, Hip</i>			
12 PERIMETER:			
PARAPET	LF	FIREWALL	LF
ROOF EDGE	<i>234</i> LF	HIP	<i>116</i> LF
ADJACENT WALL	LF	VALLEY	<i>70</i> LF
		RIDGE	<i>69</i> LF
		OTHER	LF
13 ACCESS: <i>External Ladder: Temporary</i>			
20 STRUCTURAL FRAME			
21 TYPE: <i>Wood Trusses</i>			
30 ROOF DECK			
31 STRUCTURAL DECK: <i>Plywood</i>			
32 ATTACHMENT SURFACE:	33 SLOPE:	34 DRAINAGE:	
<i>—</i>	<i>4</i> IN 12	<i>Gutters &amp; Downspouts</i>	
40 UNDERLAYMENT			
41 TYPE: <i>Asphalt Saturated Sheet</i>			
50 ROOF COVERING			
51 TYPE: <i>Asphalt Shingle Three-Tab</i>			
52 SHINGLE REINFORCEMENT: <i>Fibrous Glass</i>			
53 ATTACHMENT: <i>Nails</i>			
60 FLASHINGS			
61 TYPES:	62 ACCESSORIES:	63 OVERLAY: Y/N	
<i>Valley-Open</i>		<i>N</i> # OF LAYERS	
<i>step</i>	<i>Flashed Pen</i>		
<i>Apron</i>	<i>Edge Metal</i>		
70 REMARKS:			

Figure 5. Completed Roof Section Identification Sheet.





	H = HATCH
	E = EQUIPMENT
	P = PENTHOUSE
	S = SKYLIGHT
	SC = SOLAR COLLECTOR
	T = TRANSFORMER
	V = VENTILATOR
	ANTENNA
	VENT PIPE
	DRAIN OR DOWNSPOUT
	LADDER
	SCUPPER
	CHIMNEY OR FLUE
	PITCH PAN
	FLASHED PIPE
	LIGHTING ROD
	ROOF EDGE
	PARAPET WALL OR ADJACENT BLDG
	EXPANSION JOINT OR ROOF DIVIDER
<b>RA</b>	RAKE
<b>E</b>	EAVE
<b>R</b>	RIDGE
<b>V</b>	VALLEY

**Figure 7. Standard symbols for the roof section plans.**

Slopes (inches of rise per foot of horizontal distance) should be measured for each exposure (see Appendix B). A master Roof Inspection Worksheet with an unmarked roof section plan should be filed so copies can be used to conduct condition evaluation inspections. A blank Roof Inspection Worksheet is included in Appendix C.

***Calculating Roof Section Area***

The roof section area used in the condition rating procedure is the actual exposed area — not the projected horizontal area. The latter area can be determined from a roof section plan having horizontal dimensions and then can be converted to the actual area by adjusting for roof slope (see Appendix B).

### 3 Procedures for Roof Inspection and Calculation of Indexes

As defined by the concepts and theories in previous technical reports (Shahin, Bailey, and Brotherson 1987a, 1987b; Bailey et al. 1993), the condition indexes reflect the (1) ability of the roof covering and its flashing components to perform their functions, (2) needed level of maintenance, and (3) waterproof integrity. The flashing and shingles of asphalt shingle roofs are evaluated to determine the FCI and the SCI. A thorough visual inspection must be conducted to identify the distress type, severity, and amount of each defect present. A distress type may have several different defects for a given severity level. The inspection must be carefully organized and planned to provide the necessary information for determining the flashing and shingle conditions. This chapter presents the overall process for visually inspecting asphalt shingle roofs and computing FCIs and SCIs, as shown in Figure 8.

#### Inspection Procedure

A team of two people should perform the roof inspection: an inspector and a recorder. The inspector surveys the roof, identifying distresses and determining severity levels, specific defects, and quantities. The recorder records the data on the Roof Inspection Worksheet and assists in measuring distress quantities when required. The recorder must also serve as the safety observer for the team.

#### ***Supplies***

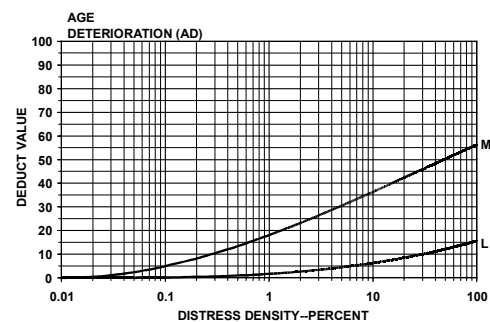
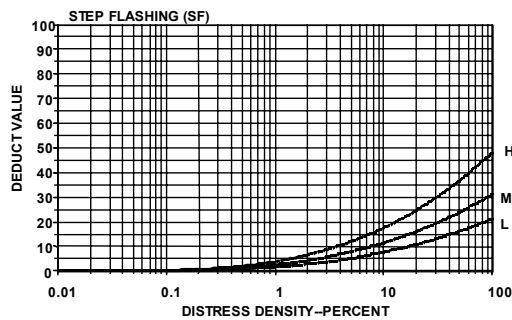
The following supplies are required to perform the inspection and can be carried in a satchel when on the rooftop:

- roofer inspection and distress manual (this document)
- pencil and clipboard
- asphalt shingle Roof Inspection Worksheets
- small, 3 in. pointing trowel
- lumber crayon
- stiff-bristle whisk broom

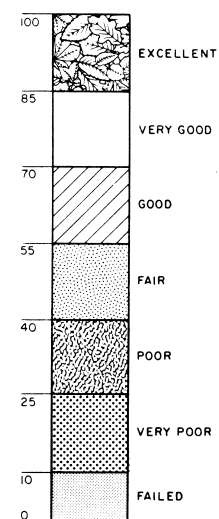
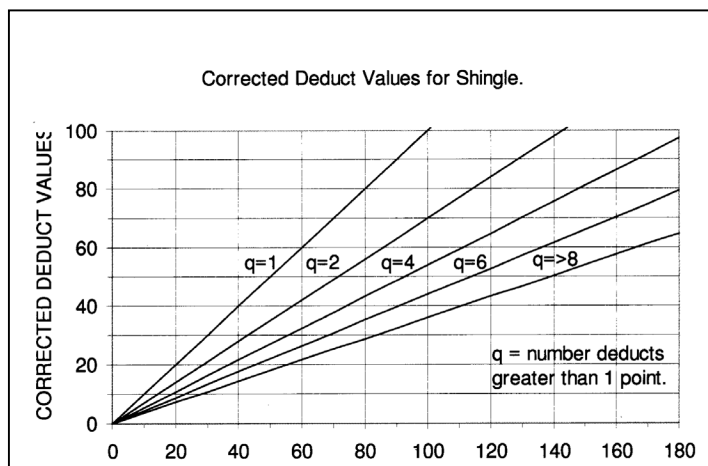




Step 1. Inspect roof. Determine distress types, severity levels and defects. Determine quantities and calculate densities.



Step 2. Determine deduct values.



Step 3. Compute corrected deduct value.

Step 4. Compute condition index.

Figure 8. Steps of rating procedure.



- pocket knife
- measuring tapes (12 ft and 100 ft recommended)
- large plastic bag (for collecting rooftop debris).
- binoculars
- slope meter.

### ***General Inspection Guidelines***

The following is a list of general guidelines for the roof inspection:

- Walk the outside of the building and look for water stains, efflorescence, missing mortar, spalled brick, and gutter and downspout problems. Note any findings in the Remarks Section on the reverse side of the Roof Inspection Worksheet. A blank copy of that sheet is provided in Appendix C.
- Walk the interior of the building and examine the ceiling for water marks or other evidence of problems. Note rusting or other signs of water penetration in the Remarks Section. Building occupants can often provide valuable information.
- If accessible, inspect attic space to verify the type of deck and identify existing problems.
- When on the rooftop be careful not to damage the roof. Do not step on unsupported flashings or shingles exhibiting age deterioration such as cupping, curling, or brittleness.
- If snow, frost, or visible moisture are present on the roof, postpone the inspection until the roof is clear and dry.
- If sunlight or high temperatures have softened the shingle asphalt so that foot traffic causes displacement of granules, postpone the inspection until more moderate conditions prevail.
- Wherever possible, measure lengths and areas to determine distress quantities. Estimating instead of measuring compromises the rating accuracy. Pacing to find lengths, measuring shingle exposures and counting rows, or other numerical estimating methods are preferable to “eyeball” estimates.
- If more than one severity level of a distress exists in a localized area, rate the entire area at the highest severity level present.

- Note in the Remarks Section any existing problems that are not included in the lists of flashing and shingle distresses.

### ***Survey Preparation***

It may be necessary for the survey team to contact the building superintendent or custodian for assistance in gaining access to the roof. When accessing the roof, the inspectors should assess conditions and determine if they can safely walk on the roof surface. If the roof cannot be walked safely (i.e., slopes greater than 5 in. in 12 in.), alternative inspection methods should be used. These include use of a man lift or chicken ladders, or looking through binoculars from a secured ladder. The inspectors should always be aware of and abide by all safety requirements of governing authorities.

Before beginning the inspection, the roof section plan should be developed (or verified, if a plan already exists). Locate all penetrations, projections, rooftop equipment, and perimeter conditions on the plan. Measure and record dimensions on the roof plan. Measure and record the total perimeter flashing length (i.e. step flashing, edge metal, ridge, hip, and valley) in the appropriate space on the heading of the Roof Inspection Worksheet. Also determine and record on the worksheet the length of curb flashing around rooftop penetrations (i.e., metal apron, step flashing).

### ***Distress Survey***

Inspectors must be able to identify the various distresses and defects accurately and follow the inspection procedure closely to obtain meaningful, consistent, and repeatable results.

When performing the inspection, identify each distress as it is encountered. Determine the severity level, the specific defect present, and measure the quantity using the criteria defined in Chapters 3 and 4. A description of the valley flashing distresses and specific defects is shown in Figure 9. Enter this information in the columns on the right side of the Roof Inspection Worksheet (Figure 10). Each distress encountered is assigned an identification number, starting with 1 and numbering consecutively. The identification number should be recorded in column 1 of the inspection worksheet. Record the location of each distress on the roof plan using the identification number as shown in Figure 10. If the Roof Inspection Worksheet becomes filled during the inspection, continue recording on a second worksheet. An abbreviated copy of the distress/defect identifier list (Figure 11) can be attached to the bottom of a long (8 by 14 in.) clipboard so it is ex-



posed below the Roof Inspection Worksheet, as a ready reference during inspections.

Perform the distress survey on each roof section using the following steps:

1. Inspect the perimeter. Establish a starting point at one corner of the roof section. Walk the perimeter, examining the step flashing, metal cap flashing, and edge metal. Fill in the worksheet as the inspection proceeds.
2. After inspecting the perimeter, walk the roof area using an established pattern, inspecting all other flashings. This includes ridges, hips, step flashing, metal aprons, flashed penetrations, valley flashings, etc.

#### VALLEY FLASHING (VF)

Description: Roof valley flashings are formed when two sloping roof sections intersect to form a "V". Water from both sections of roof runs through the valley making it especially vulnerable to deterioration and leakage. Valley flashings for asphalt shingles may be of three types: open valleys lined with sheet metal or mineral-surfaced asphalt roll (composition) material; closed cut valleys having shingles on one side of the valley cut on an angle parallel with the valley; and woven valleys lined with interwoven asphalt shingles from the adjoining roof sections. All three types of valley flashings should have underlying asphalt roll material.

#### Severity Levels:

Low: Any of the following defects:

1. Loss of protective coating or corrosion on metal open valley flashing.
2. No fabricated "V" crimp (vertical ridge) in center of metal open valley flashing.

Medium: Any of the following defects:

1. Loss of surfacing with exposure of felts in valley flashing.
2. Unsealed laps in open composition valley flashing.
3. Cracks, splits or holes in valley flashing not extending down to underlayment.
4. Loose or missing valley shingles with no underlayment or substrate exposed.
5. Edges of valley shingles are sealed (in open or closed valleys).
6. Exposed fasteners within 12 inches of centerline of closed or woven valley.

High: Any of the following defects:

1. Splits or holes in valley flashing with underlayment or substrate exposed.
2. Loose or missing valley shingles with underlayment or substrate exposed.
3. Exposed fasteners within 12 inches of centerline of open valley.

Measurement: Measure length (ft) of valley flashing having the above conditions. Individual defects count as 1 ft minimum. If the distance between distresses is less than 1 ft, count the distress as one.

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

Density:

where

A = length of valley flashing defects (ft)

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.

**Figure 9. Description of valley flashing distress.**



FLASHING DISTRESSES		SHINGLE DISTRESSES			DV
<b>SF</b> <b>Low:</b> 1. Loss of coating, corrosion 2. Overlaid shingles not step flashed 3. Coverage < 1 unit/course <b>Medium</b> 1. Vert. leg < 4" high 2. Deformed/wide gaps in vert. leg 3. Loose or displaced 4. Vert. joints sealed 5. Continuous "L" flashing <b>High:</b> 1. Holes 2. No vert. flashing exists 3. Top of vert. leg exposed	<b>VF</b> <b>Low</b> 1. Loss coating/corrosion (metal valley) 2. No "V" crimp (metal valley) <b>Medium</b> 1. Loss of surfacing/exposed felts 2. Unsealed laps (composition valley) 3. Holes/splits, substrate not exposed 4. Loose/miss. shingles, substr. not exp. 5. Shingles edges sealed (open/closed) 6. Exp. fasteners<12" of ctr (closed/wov.) <b>High</b> 1. Holes/splits, substrate exposed 2. Loose/miss. shingles, substr. exposed 3. Exposed fastener<12" of ctr (open)	<b>FP</b> <b>Low</b> 1. Loss of coating, corrosion 2. Flashing sleeve deformed 3. Flue flashing height < 5" <b>Medium</b> 1. Exposed fastener 2. Sleeve or umbrella is open/missing <b>High</b> 1. Upslope flange edge is exposed 2. Downslope flange sealed/no overlap 3. Top of sleeve not sealed 4. Sleeve cracked/broken/corroded thru 5. No flashing sleeve present	<b>AD</b> <b>Low</b> 1. Loss surfacing, felt/mat not exposed 2. Erosion of material at shingle edge <b>Medium</b> 1. Corners turned (curling/clawing) 2. Loss of surfacing, felt/mat exposed 3. Loss/delamination of foil <b>HS</b> <b>Medium</b> 1. Holes/splits, substrate not exposed 2. Misalign shingle, substr. not exposed 3. Missing shingle, substrate not exposed <b>High</b> 1. Holes/splits, substrate exposed 2. Misalign shingle, substrate exposed 3. Missing shingle, substrate exposed 4. Exposed fastener has backed out	<b>PA</b> <b>Low</b> 1. Replacement shingle, diff. from orig. <b>Medium</b> 1. Replacement patch, dissimilar matls. <b>High</b> 1. Replacement patch, high sev. distress	
	<b>RH</b> <b>Medium</b> 1. Holes/splits, substrate not exposed 2. Misalign shingle, substr. not exposed 3. Miss. shingle, substrate not exposed 4. Exposed fastener, has not backed out <b>High</b> 1. Holes/splits, substrate exposed 2. Misalign shingle, substrate exposed 3. Missing shingle, substrate exposed 4. Exposed fastener, has backed out	<b>RV</b> <b>Medium</b> 1. Missing components <b>High</b> 1. Missing or loose vent section 2. Holes, splits in vent 3. Missing cap shingle on vent	<b>TB</b> <b>Medium</b> 1. Tab not sealed down 2. Lock-down shingle not interlocked	<b>EQ</b> <b>Low</b> 1. All rated low severity <b>Medium</b> 1. Equip. bolted thru shingles, sealed <b>High</b> 1. Damage to shingles 2. Equip. bolted thru shingles, not sealed	
	<b>MA</b> <b>Low</b> 1. Loss of coating, corrosion 2. Flashing height < 4" <b>Medium</b> 1. No upslope cricket (apron width > 2") 2. Exposed fastener <b>High</b> 1. Upslope flange edge is exposed 2. Downslope flange sealed/no overlap 3. Holes/splits/cracks 4. Metal flashing open at vert. corner 5. No apron flashing exists	<b>PP</b> <b>Medium</b> 1. Pitch pan rim not level <b>High</b> 1. Holes/splits in metal 2. Sealing material is below rim 3. Sealing material cracked/separated 4. Edge of upslope flange is exposed 5. Downslope flange is not exposed	<b>LR</b> <b>Low</b> 1. Lumps/ridges, not caused by deck 2. Lumps/ridges/sags caused by deck <b>EF</b> <b>Medium</b> 1. Exposed fastener, not backed out		
	<b>EM</b> <b>Medium</b> 1. Missing/displaced (where installed)	<b>IG</b> <b>Low</b> 1. Entire length rated low severity <b>High</b> 1. Clogged gutter or drain 2. Holes/open seams in gutter	<b>ST</b> <b>Low</b> 1. Stains/rus/fungus/mildew		

Figure 11. Abbreviated list of distress/defect identifiers.

3. Inspect the roof shingles. Establish a starting point at one corner of the roof section. Using 10- to 15-ft wide strips, walk back and forth across the roof section surveying the entire area.
4. For each separate roof exposure, check individual tabs on random courses for proper seal down. If loose tabs are found, investigate to establish the location and amount of each affected area.
5. When specific defects occur uniformly on a large area, the following representative sampling technique can be used. Select a portion of the roof (e.g., 1000 sq ft of shingles or 20 lineal ft of flashing) and measure the distress in the sample area. Then by extrapolation, estimate the quantity of that distress for the total portion of the shingles or flashing affected. Record the distress information as a single entry with one identification number on the Roof Inspection Worksheet. The boundaries of the overall area or length, as represented by the sampling, should be shown on the roof section plan.

## FCI and SCI Calculations

The FCI and SCI of a roof section are determined from the information recorded on the Roof Inspection Worksheet. The condition indexes can be calculated by entering the distress information into the Micro ROOFER program. The indexes can also be determined manually using the Roof Section Rating Form (Figure 12) with the following procedure. A blank copy of the form is provided in Appendix C.

### ***Determine Deduct Values***

Use information from the Roof Inspection Worksheet to complete the heading section of the Roof Section Rating Form. Transfer the quantities for each combination of distress type and severity level to the Roof Section Rating Form. Flashing distresses are tabulated on the left side of the page and shingle distresses on the right. Total the quantities for each severity of each distress, calculate each density using the equations in Chapters 4 and 5, and determine deduct values (DV) from the deduct value curves in Appendix A.

### ***Determine Corrected Deduct Values***

Tabulate flashing deduct values in descending order as shown on page 34 using the data obtained from Figure 12. Determine the sum of the flashing deduct val-

ues ( $\Sigma DV$ ) and the sum of the number of distresses with deduct values greater than 1 ( $DV > 1 = q$ ), then use these two values and the appropriate graph in Appendix A to determine corrected deduct values (CDV) for the flashing distresses. Circle the maximum value of CDV as shown.

[illegible]

**Figure 12. Completed Roof Inspection Rating Form.**

### Flashing

Distress data from the completed Roof Section Rating Form (Figure 12).

DV	$\Sigma DV$	q	CDV <sub>flashing</sub>
7	7	1	7
5	12	2	8
5	17	3	9
4	21	4	10
1	22	4	11
1	23	4	11
1	24	4	12

$$\text{Maximum CDV}_{\text{flashing}} = 12$$

Repeat this process using the appropriate graph in Appendix A to determine the maximum corrected deduct value for the shingles.

### Shingles

Distress data from the completed Roof Section Rating Form (Figure 10).

DV	$\Sigma DV$	q	CDV <sub>shingles</sub>
6	6	1	6
5	11	2	7
3	14	3	9
3	17	4	9
3	20	5	9

$$\text{Maximum CDV}_{\text{shingles}} = 9$$

### Compute Flashing and Shingle Condition Indexes

Calculate flashing and shingle condition indexes using the following equations:

$$FCI = 100 - \text{Max. CDV}_{\text{flashing}}$$

$$SCI = 100 - \text{Max. CDV}_{\text{shingles}}$$

Determine the corresponding descriptive condition ratings from Figure 1 for both indexes. For this data, FCI = 88 and SCI = 91, giving both the flashings and shingles an excellent rating.

## Roof Condition Index Calculation

Each individual index (FCI, SCI) reflects the component's ability to provide its intended service and indicates repair/replacement needs. Since the components must interact to function as a roof system, they are dependent on each other. The indexes, in total, provide an assessment of the condition of an asphalt shingle roof section. By combining these indexes, a roof condition index (RCI) can be calculated. This single index is useful for evaluating the overall condition of a roof section and for comparing conditions between roof sections. The RCI allows the user to rank individual roof sections in accordance with their ability to perform.

This relationship is defined by the following equation:

$$\text{RCI} = (0.7 \times \text{lowest condition index}) + (0.3 \times \text{remaining condition index})$$

The above equation gives the greatest weight to the component with the lowest condition index and then modifies it by adding "value" from the remaining index.

The following example illustrates how this relationship works:

Example: FCI = 88; SCI = 91

$$\text{RCI} = (0.7 \times 88) + (0.3 \times 91)$$

$$= 62 + 27$$

$$= 89$$

A completed RCI Calculation Sheet is shown in Figure 13.

<b>RCI CALCULATION SHEET</b>		AGENCY/INST.: <i>Example</i>	
DATE: <i>7/2/99</i>	BLDG NO: <i>1253</i>	SECTION ID: <i>A</i>	AREA: <i>2813</i> SF

ROOF SECTION WITH STEEP ROOFING

	VALUE	LOWEST	OTHER
SCI	<i>91</i>		<i>91</i>
FCI	<i>88</i>	<i>88</i>	
		X 0.70	X 0.30
		(A) <i>61.6</i>	(B) <i>27.3</i>
		(A+B) RCI	<i>89</i>

RATINGS

86 - 100	EXCELLENT
71 - 85	VERY GOOD
56 - 70	GOOD
41 - 55	FAIR
26 - 40	POOR
11 - 25	VERY POOR
0 - 10	FAILED

Figure 13. Completed RCI Calculation Sheet.



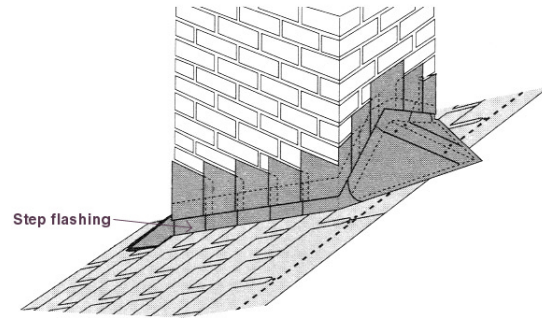
## 4 Flashing Distresses

Step Flashing (SF) .....	38
Metal Cap Flashing (MC) .....	43
Edge Metal (EM) .....	47
Valley Flashing (VF).....	51
Ridge/Hip Shingles (RH).....	57
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Flashed Penetrations (FP).....	67
Ridge/Hip Vents (RV) .....	73
Pitch Pans (PP).....	75
Interior Gutters (IG) .....	77

## Step Flashing (SF)

### **Description**

Individual pieces of metal flashing material used to flash vertical walls, chimneys, dormers, and other projections. The pieces range from 7 to 10 in. long and have a 90-degree bend with a horizontal and a vertical leg. The pieces are individually placed at the end of each course of shingles where the roof meets a vertical surface. They are overlapped and “stepped up” the slope, and are fastened through the horizontal surface to the deck. Step flashing should be used only to flash a vertical surface that runs up a slope and not across the slope.



**Step Flashing**

### **Severity Levels**

#### **Low**

Any of the following indicate a low-severity distress:

1. Loss of protective coating or corrosion of step flashing.
2. Overlayed roof system shingles are not step flashed.
3. Coverage of less than one step flashing unit per shingle course exists.

#### **Medium**

Any of the following indicate a medium-severity distress:

1. Vertical leg of step flashing is less than 4 in. high.
2. Bent, deformed, or wide gaps in vertical leg of step flashing.
3. Loose or displaced step flashing.
4. Vertical joints between step flashing pieces have been sealed closed.
5. Continuous “L” flashing exists instead of incremental step flashing.

**High**

Any of the following indicate a high-severity distress:

1. Holes exist in step flashing.
2. No vertical flashing exists.
3. Top edge of step flashing is exposed, allowing water to penetrate behind flashing.

**Measurement**

Measure length (ft) of step flashing having the conditions described above. Individual defects count as 1 ft minimum. If the distance between distresses is less than 1 ft, count the distresses as one.

**Density**

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = length of step flashing defects (ft)

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.





SF-L-2.



SF-M-4.



SF-M-5.



SF-H-2.



SF-H-2.



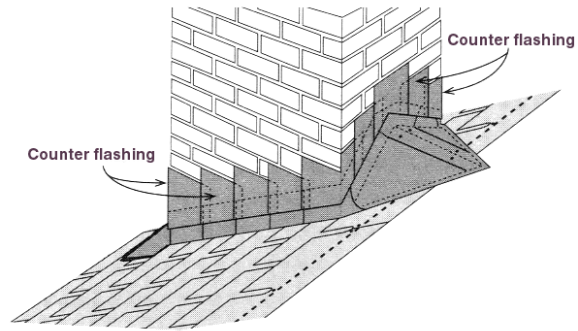
SF-H-3.



## Metal Cap Flashing (MC)

### *Description*

Metal cap flashing includes counterflashing and any sheet metal coping cap that serves as part of the counterflashing or cover over a detail such as roof area divider, equipment curb, expansion joint, step flashing, ridge, or hip. Metal cap flashing protects the top termination of the vertical flashing (step flashing or metal apron flashing) and sheds water away from it. It should be free to expand and contract. Properly lapped exterior siding or cladding can perform the function of metal cap flashing.



**Metal Cap Flashing**

### *Severity Levels*

#### **Low**

Any of the following indicate a low-severity distress:

1. Loss of protective coating or corrosion.
2. Metal coping cap is deformed, allowing water to pond on the top.
3. Counterflashing is deformed but still functioning.
4. Counterflashing has been sealed to the step flashing.
5. Exposed fasteners on horizontal surfaces of metal cap flashing.

#### **Medium**

Any of the following indicate a medium-severity distress:

1. Corrosion holes are present in the metal on a vertical surface.
2. Metal coping cap has loose fasteners, failure of soldered or sealed joints, open joints, or loss of attachment.



## High

Any of the following indicate a high-severity distress:

1. Metal coping cap or counterflashing was not installed, or is missing or displaced from its original position, allowing water to channel behind it.
2. Corrosion holes are present in the metal on a horizontal surface.
3. Metal coping cap has missing joint covers (where originally installed).
4. Sealant at reglet or top of counterflashing is missing or no longer functioning, allowing water to channel behind counterflashing.
5. Counterflashing, exterior siding, or cladding does not extend over top of step flashing or apron flashing.

## Measurement

Measure length (ft) of metal cap flashing having the conditions described above. Individual defects count as 1 ft minimum. If the distance between distresses is less than 1 ft, count the distresses as one.

## Density

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = length of metal cap flashing defects (ft)

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.





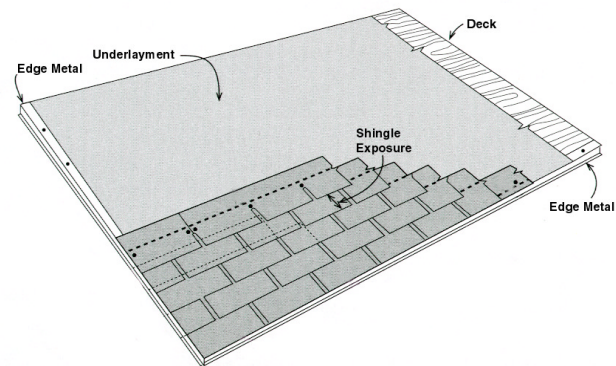
MC-L-5.



## Edge Metal (EM)

### *Description*

Formed edge of metal, often referred to as drip edge, placed along eaves and rakes and covered by shingles. The edge metal allows water to drip away from vertical surfaces and protects underlying building components.



**Edge Metal**

Note: In some cases edge metal may not have been installed. If no edge metal exists for the roof section and there is no evidence that edge metal was originally installed, do not count its absence as a distress.

### *Severity Levels*

#### **Low**

Not applicable.

#### **Medium**

The following indicates a medium-severity distress:

1. Missing or displaced section of edge metal (where originally installed).

#### **High**

Not applicable.

### *Measurement*

Measure length (ft) of edge metal flashing having the condition described above. Individual defects count as 1 ft minimum. If the distance between distresses is less than 1 ft, count the distresses as one.

***Density***

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = length of edge metal defects (ft)

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.



EM-M-1.



EM-M-1.

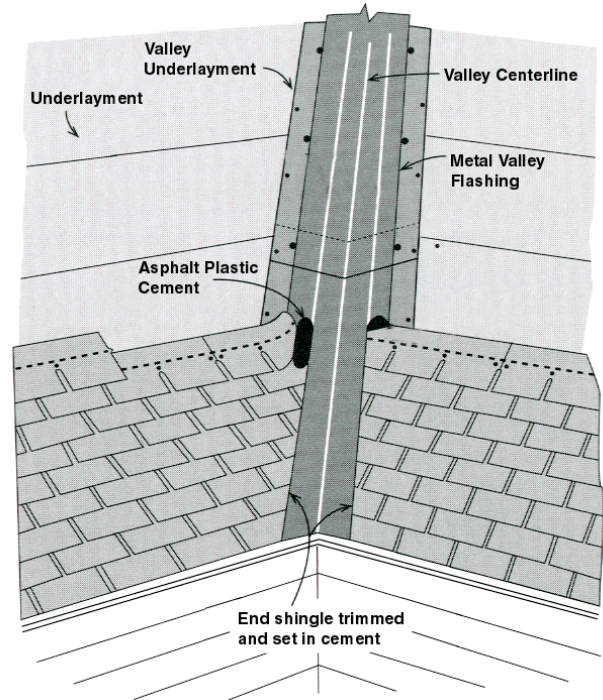




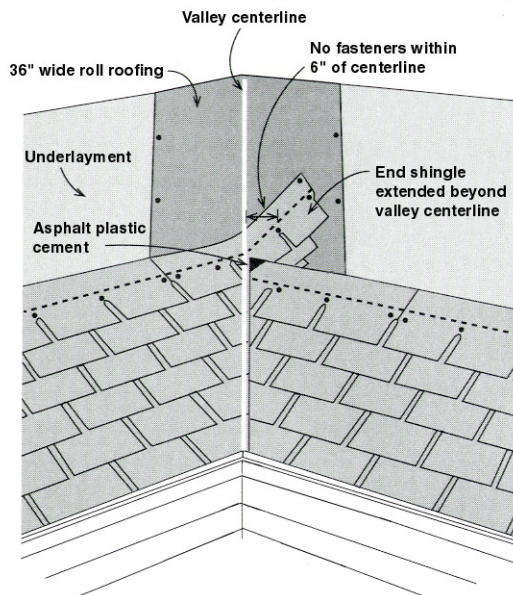
## Valley Flashing (VF)

### *Description*

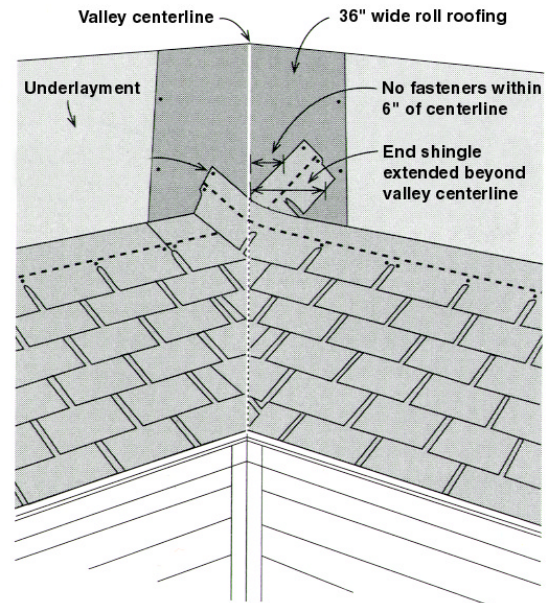
Roof valley flashings are formed when two sloping roof sections intersect to form a "V". Water from both sections of roof runs through the valley making it especially vulnerable to deterioration and leakage. Valley flashings for asphalt shingles may be of three types: (1) open valleys lined with sheet metal or mineral-surfaced asphalt roll (composition) material, (2) closed cut valleys having shingles on one side of the valley cut on an angle parallel with the valley, and (3) woven valleys lined with interwoven asphalt shingles from the adjoining roof sections. All three types of valley flashings should have underlying asphalt roll material.



**Valley Flashing - Open**



**Valley Flashing - Closed**



**Valley Flashing - Woven**

## **Severity Levels**

### **Low**

Any of the following indicate a low-severity distress:

1. Loss of protective coating or corrosion on metal open valley flashing.
2. No fabricated “V” crimp (vertical ridge) in center of metal open valley flashing.

### **Medium**

Any of the following indicate a medium-severity distress:

1. Loss of surfacing with exposure of felts in valley flashing.
2. Unsealed laps in open composition valley flashing.
3. Holes, splits, or cracks in valley flashing not extending down to the underlayment.
4. Loose or missing valley shingles with no underlayment or substrate exposed.
5. Edges of valley shingles are sealed (in open or closed valleys).
6. Exposed fasteners within 12 in. of centerline of closed or woven valley.

### **High**

Any of the following indicate a high-severity distress:

1. Holes or splits in valley flashing with underlayment or substrate exposed.
2. Loose or missing valley shingles with underlayment or substrate exposed.
3. Exposed fastener within 12 in. of centerline of open valley.

### **Measurement**

Measure length (ft) of valley flashing having the conditions described above. Individual defects count as 1 ft minimum. If the distance between distresses is less than 1 ft, count the distresses as one.



**Density**

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = length of valley flashing defects (ft)

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.





VF-H-1.



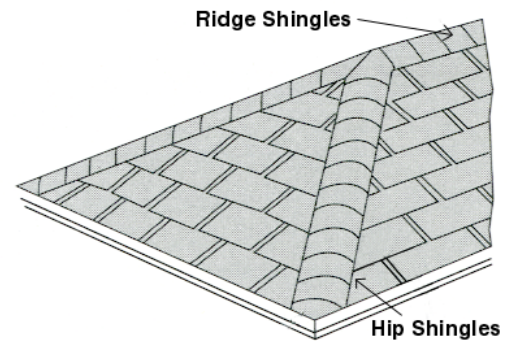
VF-H-1.



## Ridge/Hip Shingles (RH)

### *Description*

Portions of shingles (usually one tab width) that are cut from a full 3-tab shingle and laid perpendicular to the hip or ridge, providing a finished watershedding cap. Note: Ridge and Hip Shingles are treated as flashings because they provide protection of the roofing system at the terminations of adjoining roof planes.



**Ridge/Hip Shingles**

### *Severity Levels*

#### **Low**

Not applicable

#### **Medium**

Any of the following indicate medium-severity distress:

1. Holes, splits, or cracks not extending down to the underlayment or substrate.
2. Misaligned shingle resulting in partial loss of coverage but no exposed underlayment or substrate.
3. Missing shingle, but no exposed underlayment or substrate.
4. Exposed fastener that has not backed out.

#### **High**

Any of the following indicate high-severity distress:

1. Holes or splits that extend down to the underlayment or substrate.
2. Misaligned shingle resulting in exposed underlayment or substrate.
3. Missing shingle resulting in exposed underlayment or substrate.
4. Exposed fastener that has backed out.

**Measurement**

Measure the lineal feet of exposure of ridge or hip shingle tabs having the conditions described above. Round total quantity to next higher whole foot. Individual defects count as 1 ft minimum. If the distance between distresses is less than 1 ft, count the distresses as one.

**Density**

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = length of ridge or hip shingles having defects (ft)

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.



RH-M-3.



RH-M-4.



RH-H-3.

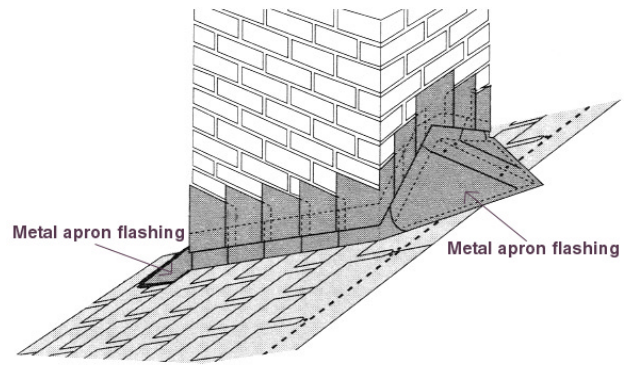




## Metal Apron Flashing (MA)

### *Description*

Roof-to-wall sheet metal flashing used at the upslope and downslope sides of chimneys, dormers, curbs, and other projections. Apron flashing should be placed at the downslope side of the projection with the edge of the deck flange exposed. The metal apron at the upslope side of the projection should have the edge of the deck flange covered by overlying shingles.



**Metal Apron Flashing**

A projection that is wider than 2 ft should have a saddle-shaped cricket that diverts water around the projection.

### *Severity Levels*

#### **Low**

Any of the following indicate a low-severity distress:

1. Loss of protective coating or corrosion.
2. Vertical flashing height is less than 4 in. high.

#### **Medium**

Any of the following indicate a medium-severity distress:

1. Absence of cricket on upslope side of penetration that is wider than 2 ft.
2. Exposed fastener in flashing.

#### **High**

Any of the following indicate a high-severity distress:

1. Edge of deck flange on upslope side of penetration is exposed or visible.
2. Edge of deck flange on downslope side of penetration is not overlapping shingles or is sealed to underlying shingles.
3. Holes, splits, or cracks in metal flashing.
4. Metal flashing is open at vertical corner.
5. No apron flashing exists.

**Measurement**

Measure length (ft) of metal apron flashing having the conditions described above. Individual defects count as 1 ft minimum. If the distance between distresses is less than 1 ft, count the distresses as one.

**Density**

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = length of flashing defects (ft)

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.



MA-M-1.



MA-M-1.



MA-M-1.



MA-M-2.



MA-H-1.



MA-H-1.







MA-H-2.



MA-H-5.



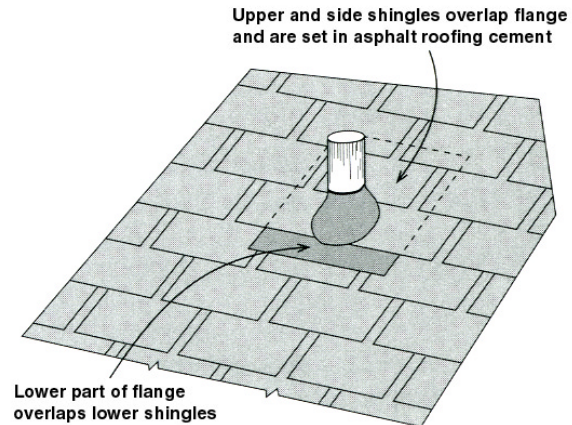
MA-H-5.



## Flashed Penetrations (FP)

### Description

Flashings for open pipes, plumbing vent stacks, attic vents, flues, ducts, continuous pipes, guy wires, and other roof penetrations that require a deck flange integrated into the shingles.



Flashed Penetration

### Severity Levels

#### Low

Any of the following indicate a low-severity distress:

1. Loss of protective coating or corrosion.
2. Flashing sleeve is deformed.
3. Top of flue flashing is less than 5 in. above the roof surface on the upslope side.

#### Medium

Any of the following indicate a medium-severity distress:

1. Exposed fastener in flashing.
2. The sleeve or umbrella is open or no umbrella is present (where required).

#### High

Any of the following indicate a high-severity distress:

1. Edge of deck flange on upslope side of penetration is exposed or visible.
2. Edge of deck flange on downslope side of penetration is not overlapping shingles or is sealed to underlying shingles.
3. Top of flashing sleeve is not sealed or has not been rolled down into existing plumbing vent stack.
4. Flashing sleeve is cracked, broken, or corroded through.
5. No flashing sleeve is present.

**Measurement**

Count each distressed flashed penetration as 1 ft at the highest severity level present.

**Density**

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = length of flashed penetrations defects (ft)

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.





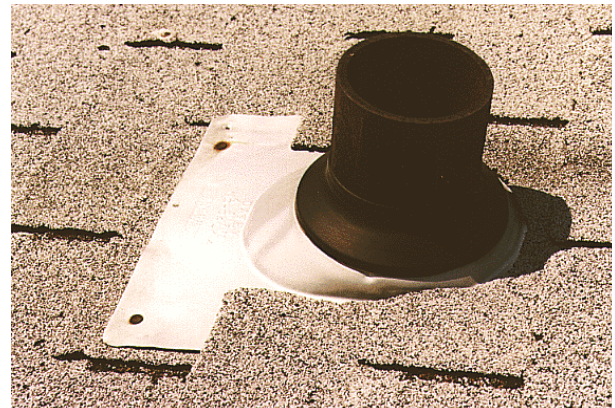
FP-L-1.



FP-L-2.



FP-H-1.



FP-M-1.







FP-H-2.



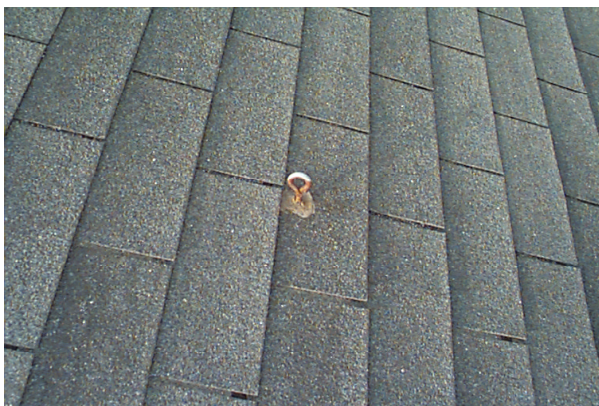
FP-H-2.



FP-H-3.



FP-H-4.



FP-H-5.



FP-H-5.



## Ridge/Hip Vents (RV)

### *Description*

Any device installed on and along the roof ridge or hip for the purpose of ventilating the underside of the roof deck.

### *Severity Levels*

#### **Low**

Not applicable.

#### **Medium**

The following indicates a medium-severity distress:

1. Missing component of vent assembly ( i.e., end caps, baffles, etc.).

#### **High**

Any of the following indicate a high-severity distress:

1. Missing or loose section of ridge or hip vent.
2. Holes, splits, or cracks in ridge or hip vent.
3. Missing cap shingle on roof vent.

### *Measurement*

Measure length (ft) of ridge/hip vent flashing having the conditions described above. Individual defects count as 1 ft minimum. If the distance between distresses is less than 1 ft, count the distresses as one.

***Density***

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = length of ridge/hip vent flashing defects (ft).

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.

## **Pitch Pans (PP)**

### ***Description***

A pitch pan is a flanged sleeve with an open bottom that is placed around a roof penetration and filled with a bituminous, polymeric, or grout sealant to seal the area around the penetration.

### ***Severity Levels***

#### **Low**

Not applicable.

#### **Medium**

The following indicates a medium-severity distress:

1. Top rim of pitch pan is not level on all sides.

#### **High**

Any of the following indicate a high-severity distress:

1. Holes, splits, or cracks in metal.
2. Sealing material is below metal rim.
3. Sealing material has cracked or separated from pan or penetration.
4. Edge of deck flange on upslope side of penetration is exposed.
5. Edge of deck flange on downslope side of penetration is not overlapping shingles or is sealed to underlying shingles.

### ***Measurement***

Count each distressed pitch pan once at the highest severity level present.

***Density***

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = number of distressed pitch pans

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.





PP-M-1.



## Interior Gutters (IG)

### *Description*

An interior gutter is a built-in trough of metal or other material that collects water from the roof and carries it to a drain or downspout.

### *Severity Levels*

#### **Low**

The following indicates a low-severity distress:

1. Entire length of interior gutter is rated low severity, as a minimum, due to the maintenance problems and high potential for leak damage associated with its presence.

#### **Medium**

Not applicable.

#### **High**

Any of the following indicate a high-severity distress:

1. Clogged gutter or drain.
2. Holes or open seams in interior gutter.

### *Measurement*

Measure entire length of gutter having the conditions described above. For clogged gutters, count lineal feet of clogging material. For clogged drain, count as 1 ft. Individual defects count as 1 ft minimum. If the distance between distresses is less than 1 ft, count the distresses as one.

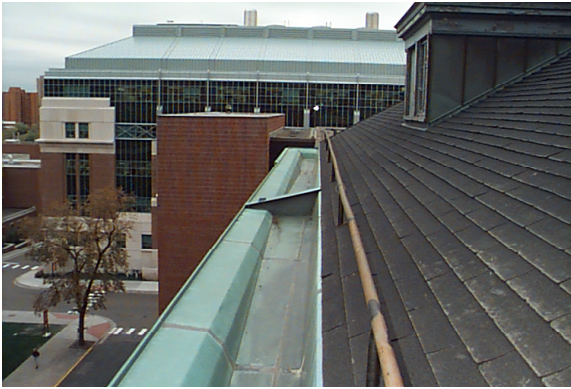
***Density***

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = length of gutter defects (ft)

B = total length of flashing on roof section being rated (including perimeter flashings such as step flashing, edge metal, ridge and hip shingles, and valley flashings; and curb flashings around large penetrations such as dormers and skylights).

Note: A problem density is calculated for each existing severity level.



IG-L-1.



## 5 Shingle Distresses

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## Age Deterioration (AD)

### *Description*

Age deterioration includes clawing and curling of the shingles, and exposure of the shingle felt/mat due to excessive loss of granules, all of which indicate brittleness. Normally, these are not localized problems but are general conditions found on large areas of the roof, such as individual roof exposures, or the entire roof. The occurrence of these problems indicate aging and reduced service life. Clawing is the turning under of the tab corners of the shingle and curling is the turning up of the tab corners.

### *Severity Levels*

#### **Low**

Any of the following defects indicates a low-severity distress:

1. Loss of granular surfacing on shingle, but the reinforcing felt or mat is not exposed.
2. Erosion of material around the edge of the shingle, normally found less than  $\frac{1}{4}$  inch back from the edge.

#### **Medium**

Any of the following defects indicates a medium-severity distress:

1. Corners of the shingle are turned under or up (that is, clawing or curling).
2. Loss of granular surfacing on shingle that results in bare spots and exposes reinforcing felt or mat.
3. Loss or delamination of foil on foil-surfaced shingle.

#### **High**

Not applicable.



***Measurement***

Measure the exposed area (sq ft) of shingles having the above conditions.

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

***Density***

where      A = total exposed area of shingles (sq ft) having age deterioration defects.  
              B = total area of roof section being rated (sq ft).

Note: A problem density is calculated for each existing severity level.





AD-M-1



AD-M-1



AD-M-2



AD-M-2



## **Holes/Splits/Missing Shingles (HS)**

### ***Description***

This category of distresses is characterized by holes, splits, cracks, or visible tears in the shingle reinforcing felt or mat, or missing shingles or tabs.

### ***Severity Levels***

#### **Low**

Not applicable.

#### **Medium**

Any of the following defects indicates a medium-severity distress:

1. Holes, splits, or cracks that do not extend down to the underlayment or substrate.
2. Misaligned shingle resulting in partial loss of coverage but no exposed underlayment or substrate.
3. Missing shingle, but no exposed underlayment or substrate.

#### **High**

Any of the following defects indicates a high-severity distress:

1. Holes or splits that extend down to the underlayment or substrate.
2. Misaligned shingle resulting in exposed underlayment or substrate.
3. Missing shingle, resulting in exposed underlayment or substrate.
4. Exposed fastener that has backed out. (Note: if fastener has not backed out, count as exposed fastener distress, EF, not a hole.)

### ***Measurement***

Measure the exposed area (sq ft) of shingles having the above conditions.

***Density***

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = total exposed area of shingles (sq ft) having holes/splits/missing shingle defects.

B = total area of roof section being rated (sq ft).

Note: A problem density is calculated for each existing severity level.





HS-M-1



HS-M-1



HS-M-2



HS-M-3



HS-M-3



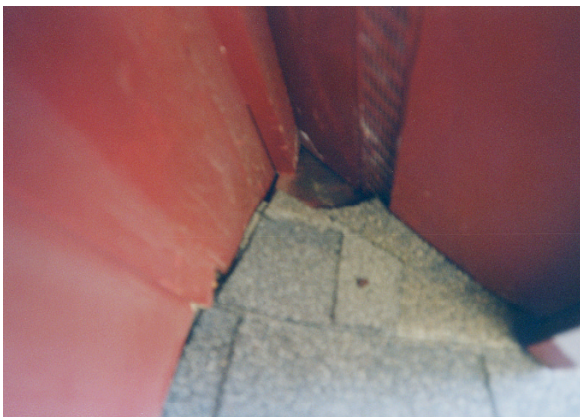




HS-H-1



HS-H-3



HS-H-3



HS-H-4



## **Unsealed/Unlocked Tab (TB)**

### ***Description***

For a seal-down shingle, a lack of adhesion between the tab of a shingle and underlying shingles indicates an unsealed condition. Displacement or damage to a lock-down shingle that results in the loss of its interlocking mechanism indicates an unlocked condition.

Note: For seal-down shingles, use a trowel or fingers and gently try to lift tab. Any adherence of the shingle tab to underlying shingles should be judged as adequate. Test several adjacent shingles in three or four randomly selected areas of the roof. If any shingles are found to be unsealed, use sampling method to determine the quantity of the affected area.

### ***Severity Levels***

#### **Low**

Not applicable.

#### **Medium**

Any of the following defects indicates a medium-severity distress:

1. The tab of a shingle, that is designed to be sealed down is unsealed.
2. A lock-down shingle is not interlocked.

#### **High**

Not applicable.

### ***Measurement***

Measure the exposed area (sq ft) of shingles having the above conditions.

***Density***

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = total exposed area of shingles (sq ft) having unsealed/unlocked defects

B = total area of roof section being rated (sq ft).

Note: A problem density is calculated for each existing severity level.





TB-M-1



TB-M-1



TB-M-1



TB-M-2



## **Lumps/Ridges/Sags (LR)**

### ***Description***

Lumps, ridges, or sags are present on the surface of the roof.

Note: If other problems exist in the areas that exhibit lumping, sagging, or ridging, record them under the appropriate distresses.

### ***Severity Levels***

#### **Low**

Any of the following defects indicates a low-severity distress:

1. Lumps or ridges that do not appear to be caused by unevenness in the supporting substrate or underlying flashing component (i.e., wrinkles in underlying felt).
2. Lumps, ridges, or sags caused by unevenness in the supporting substrate or underlying flashing component.

#### **Medium**

Not applicable.

#### **High**

Not applicable.

### ***Measurement***

Measure the exposed area (sq ft) of shingles having the above conditions.

#### **Density**

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = total exposed area of shingles (sq ft) having lumps/ridges/sags defects

B = total area of roof section being rated (sq ft).

Note: A problem density is calculated for each existing severity level.







LR-L-1



LR-L-2



LR-L-2



## Exposed Fasteners (EF)

### *Description*

Shingle fasteners are visible in the field of the roof.

Note: If a shingle fastener has backed out, count it as a hole (HS).

### *Severity Levels*

#### **Low**

Not applicable.

#### **Medium**

1. A fastener is exposed but has not backed out.

#### **High**

Not applicable.

### *Measurement*

Measure the number of exposed fasteners. Individual exposed fasteners count as 1 sq ft minimum. If more than one exposed fastener is found in an area of 1 sq ft, count the distressed area as 1 sq ft.

### *Density*

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = total area of exposed fasteners (sq ft) having defects

B = total area of roof section being rated (sq ft).

Note: A problem density is calculated for each existing severity level.





EF-M-1



EF-M-1



## Stains/Rust/Fungus/Mildew (ST)

### ***Description***

The shingle surface shows evidence of stains, rust fungus, or mildew.

Note: If the appearance is unacceptable, corrective treatments can be applied, such as cleaning with trisodium hypochlorate or installing zinc strips.

### ***Severity Levels***

#### **Low**

1. Evidence of stains, rust, fungus, or mildew.

#### **Medium**

Not applicable.

#### **High**

Not applicable.

### ***Measurement***

Measure the exposed area (sq ft) of shingles having the above conditions.

### ***Density***

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = total exposed area of shingles (sq ft) having stains/rust/fungus/mildew defects

B = total area of roof section being rated (sq ft).

Note: A problem density is calculated for each existing severity level.





**ST-L-1**



## Debris and Vegetation (DV)

### *Description*

This category includes any of the following items:

- foreign objects on the roof that could damage or puncture the shingles or flashings
- the growth of vegetation on the roof
- accumulation of solvent or oil drippings on the roof.

Note: If other problems exist in the areas that have debris and vegetation, record additional problems under the appropriate distress categories.

### *Severity Levels*

#### **Low**

Not applicable.

#### **Medium**

Any of the following defects:

1. Collection of foreign objects or vegetation on the field of the roof.
2. Grease, solvent, or oil drippings on the roof but no apparent degradation of the roofing system.
3. Evidence of branches making contact with roof shingles.

#### **High**

Any of the following defects indicates a high-severity distress:

1. Grease, solvent, or oil drippings on the roof that have caused degradation of the roofing shingles.
2. Vegetation roots that have penetrated the roof shingles.

### *Measurement*

Measure the exposed area (sq ft) of shingles having the above conditions.

***Density***

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = total exposed roof area (sq ft) having debris and vegetation defects

B = total area of roof section being rated (sq ft).

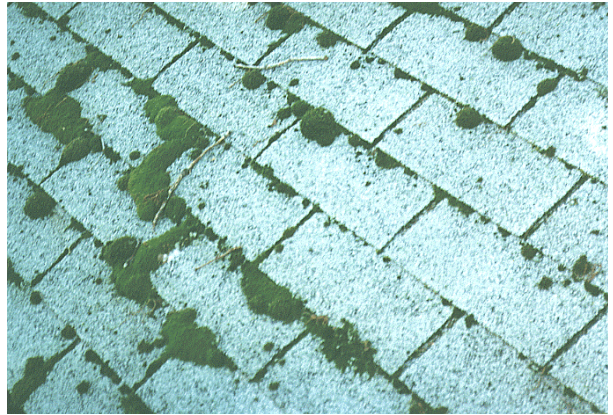
Note: A problem density is calculated for each existing severity level.



DV-M-1



DV-M-3



DV-H-2



## **Patching (PA)**

### ***Description***

Roof repairs were previously made using dissimilar materials such as mastics or shingles of a different color or design.

### ***Severity Levels***

#### **Low**

1. Replacement shingle does not match appearance or composition of original adjacent shingles.

#### **Medium**

1. Shingle replacement patch is composed of dissimilar materials such as mastic, roofing felts, or coatings.

#### **High**

1. Shingle replacement patch composed of dissimilar materials, that have other high severity distresses (i.e., holes, splits, and cracks).

### ***Measurement***

Measure the exposed area (sq ft) of shingles having the above conditions.

### ***Density***

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

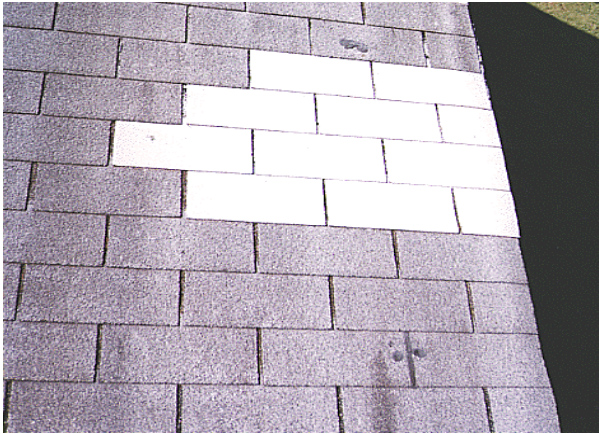
where A = total exposed roof area (sq ft) having patching defects

B = total area of roof section being rated (sq ft).

Note: A problem density is calculated for each existing severity level.







PA-L-1



PA-M-1



PA-M-1



PA-M-1



PA-H-1.



## Improper Equipment Supports (EQ)

### *Description*

This distress category includes pipe, conduit, and mechanical equipment supports (wood sleepers, channels, etc.) that are placed directly on the roof surface with no protective pad or placed at an insufficient height to allow for maintaining the roofing system below the equipment. Repairing this type of distress may require replacing the surrounding roofing system.

Terminations for guy wires are to be rated as flashed penetration (FP) distresses (see Chapter 4, page 67).

### *Severity Levels*

#### **Low**

1. All improper equipment supports are rated low severity as a minimum due to the maintenance problems associated with them.

#### **Medium**

1. The equipment is bolted through the shingles and the bolts appear to be sealed.

#### **High**

Any of the following defects indicates a high-severity distress:

1. The support has caused movement or damage to the shingles.
2. The equipment is bolted through the shingles and the bolts do not appear to be sealed.

### *Measurement*

Measure square feet of each improper equipment support. The minimum dimension for length and width of a support shall be 1 foot.

***Density***

$$\frac{A}{B} \times 100 = \text{Problem Density}$$

where A = total area of improper equipment supports (sq ft)

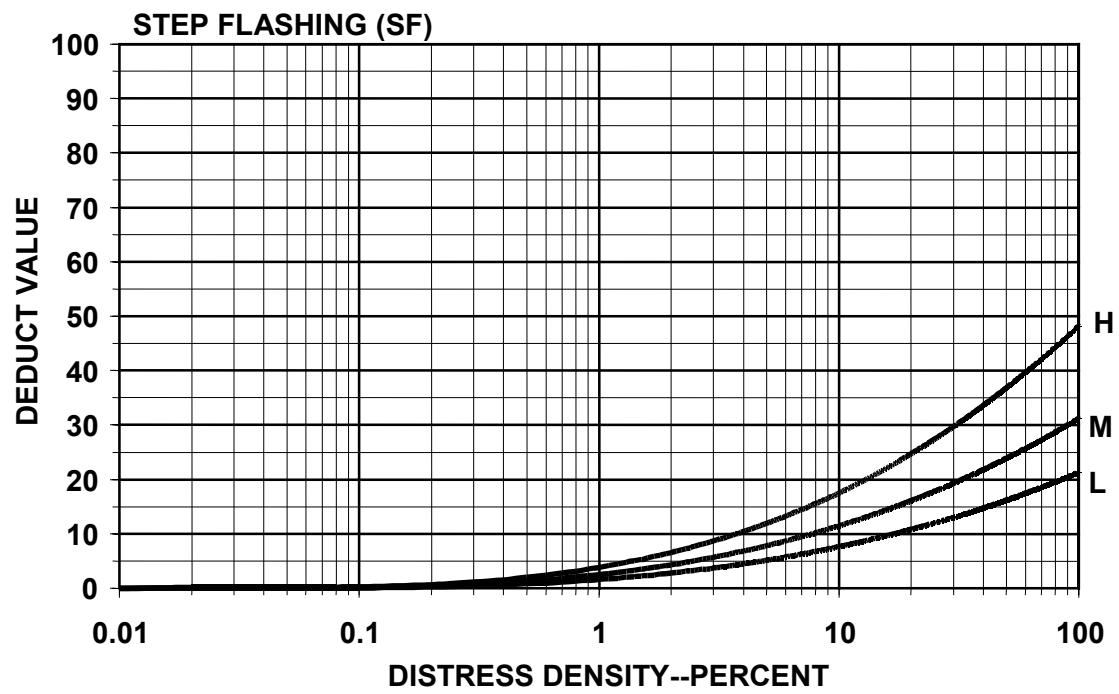
B = total area of roof section being rated (sq ft).

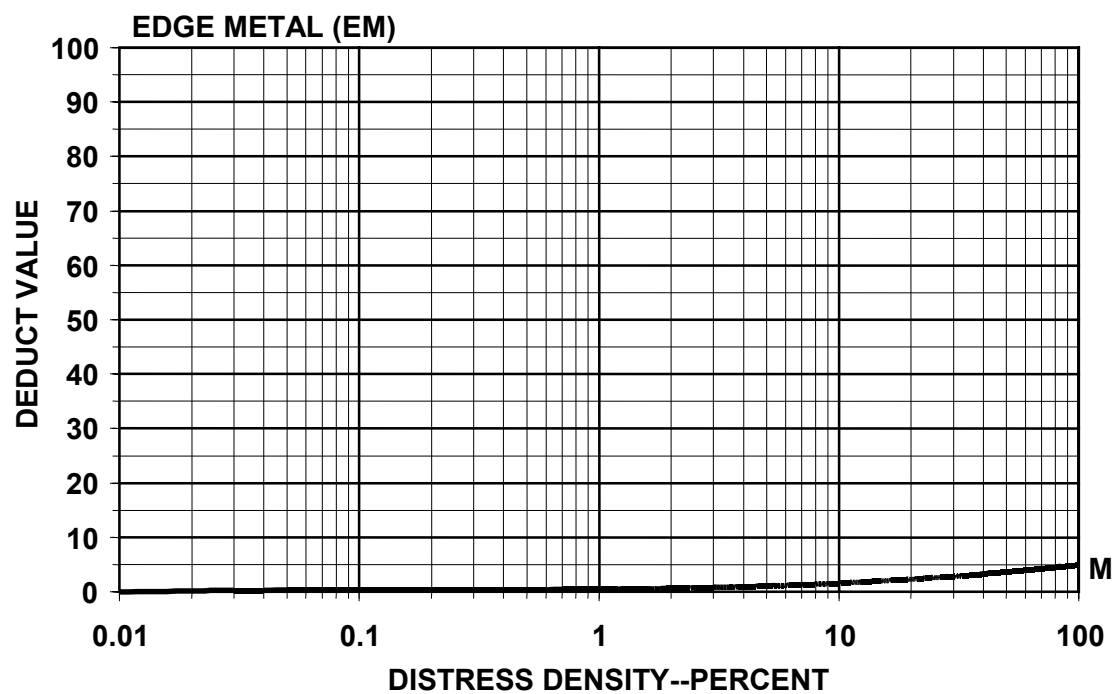
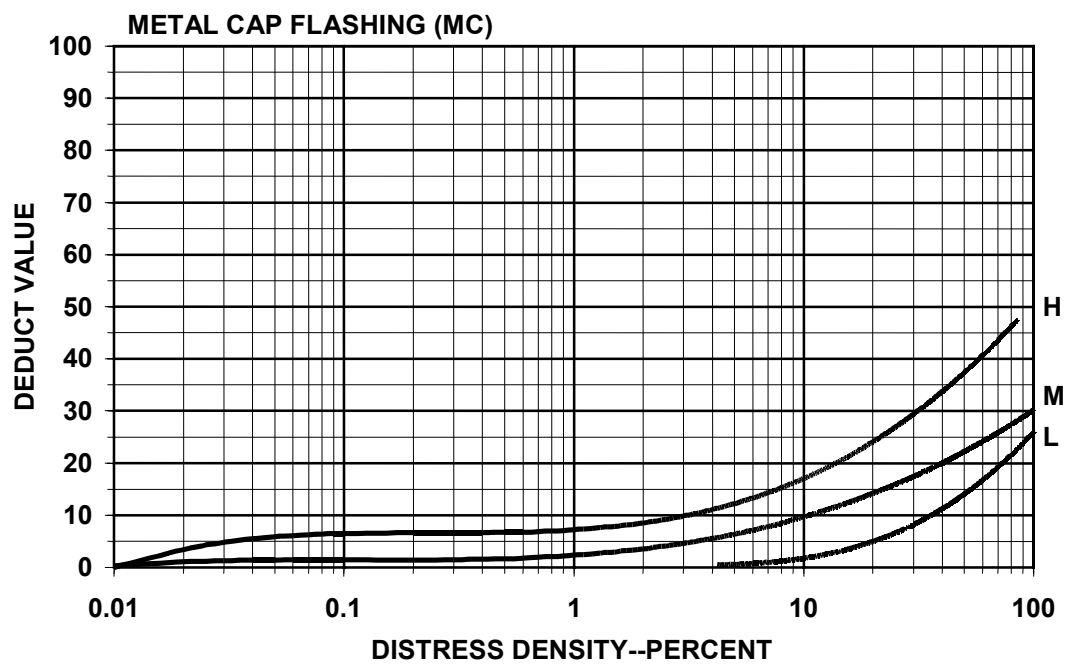
Note: A problem density is calculated for each existing severity level.

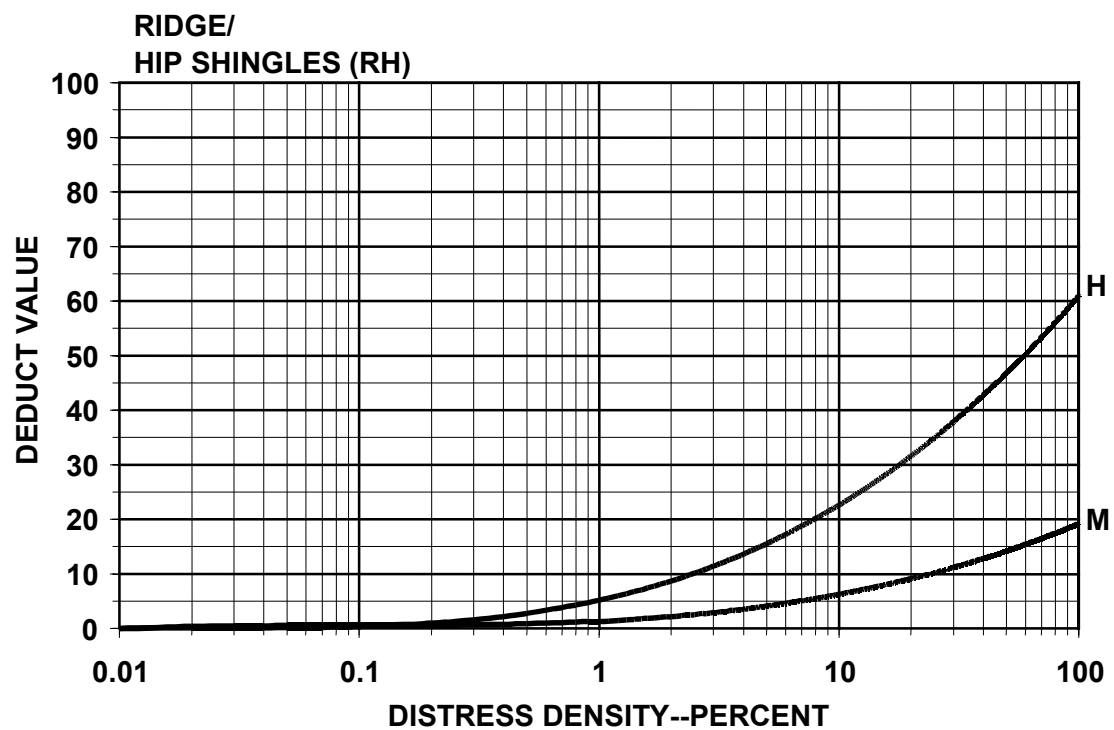
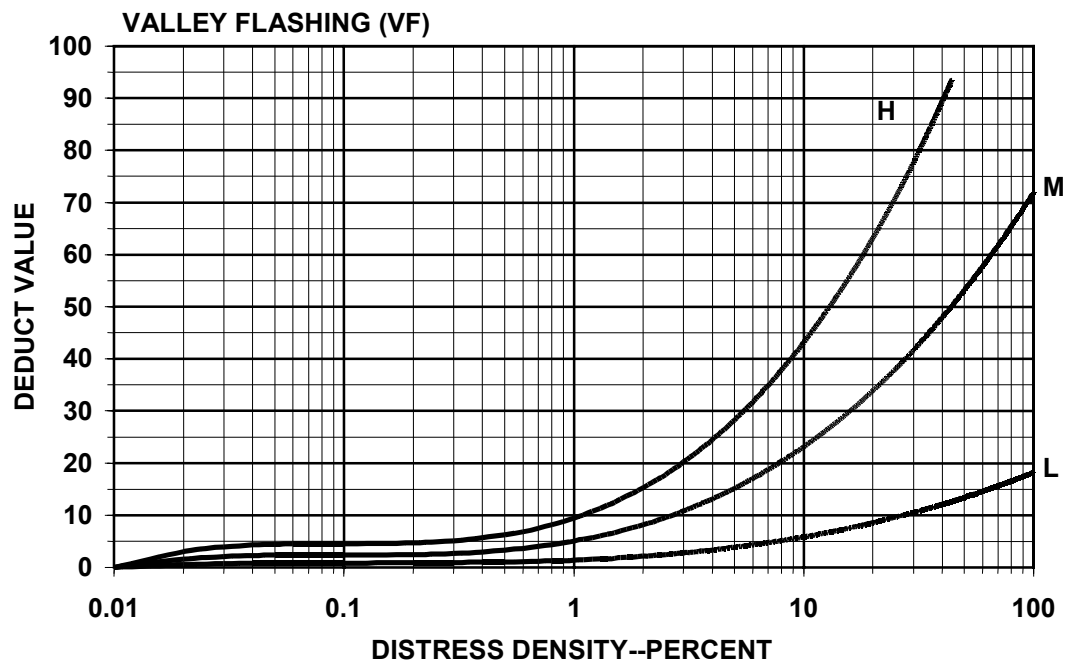
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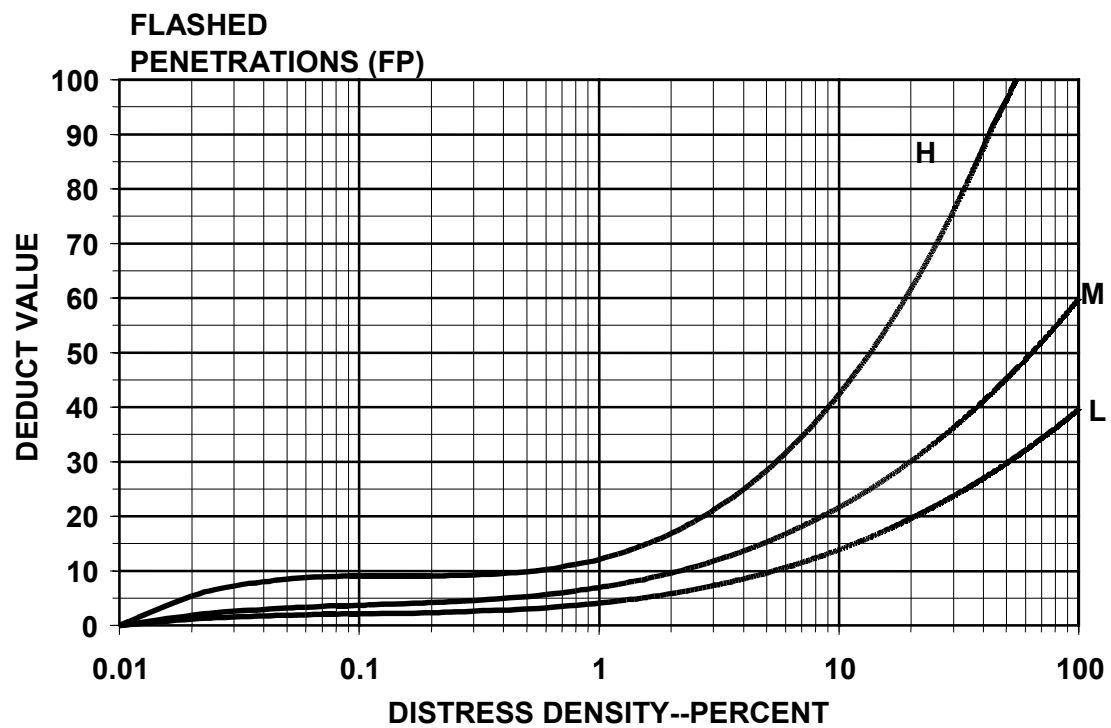
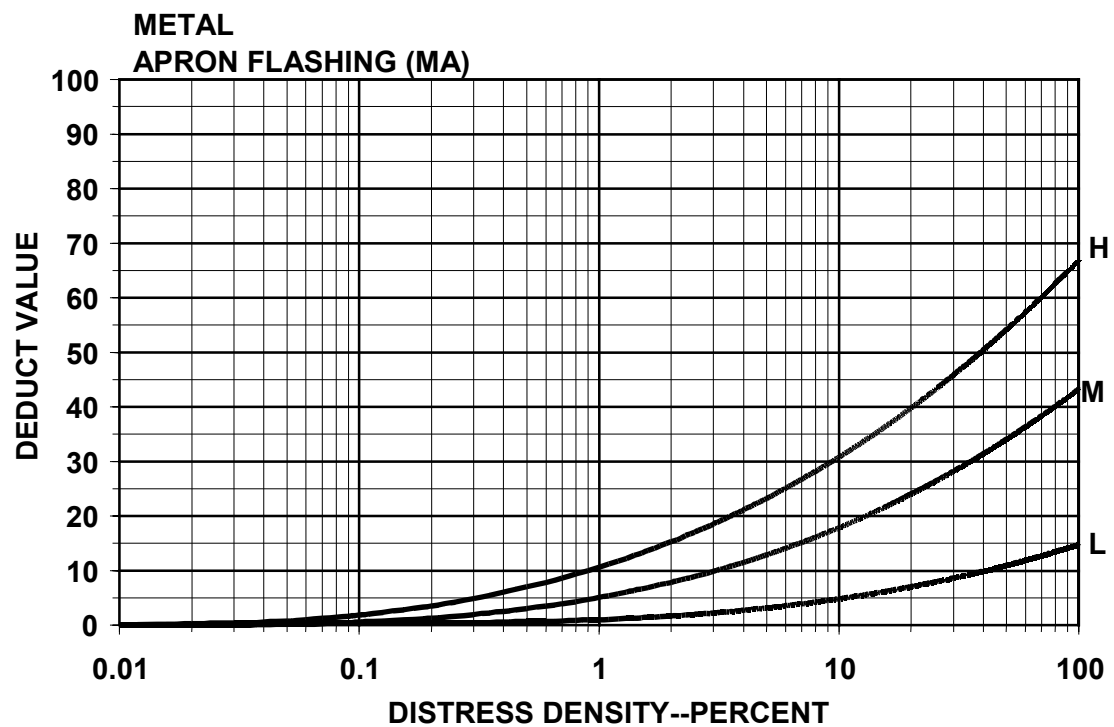
## Appendix A: Deduct Value Curves

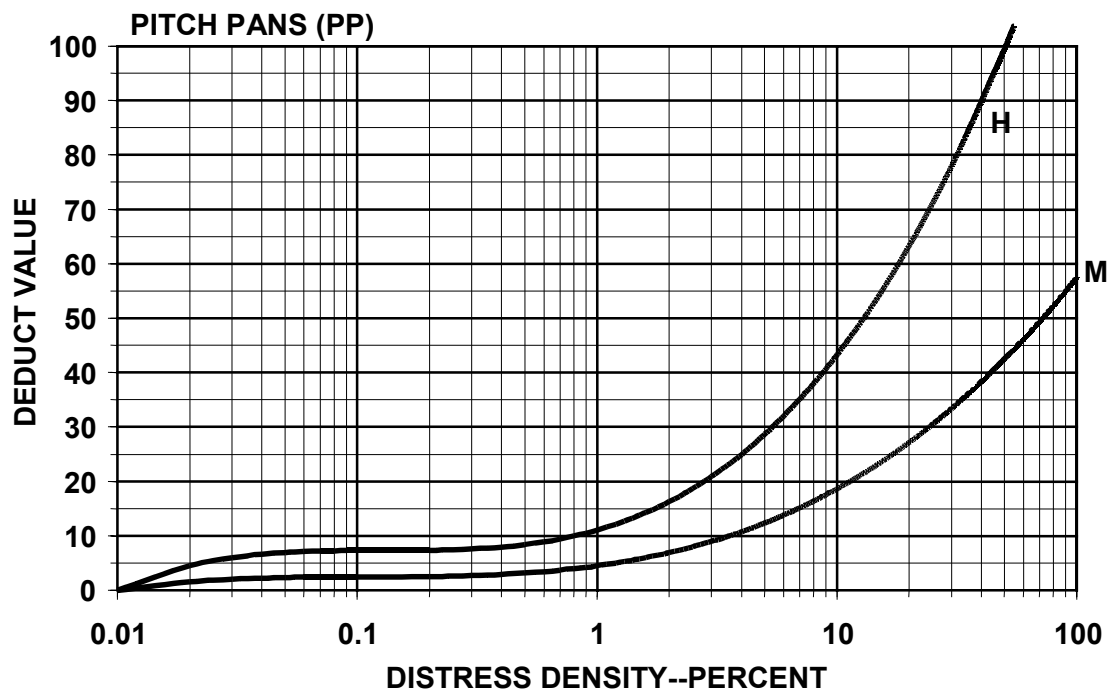
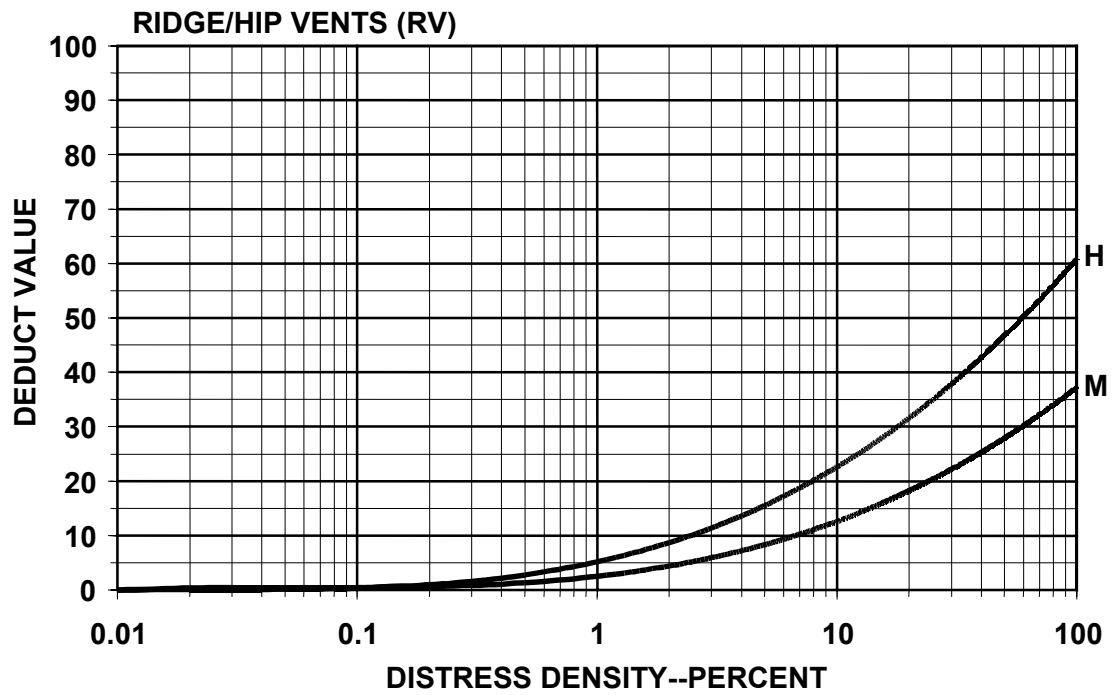


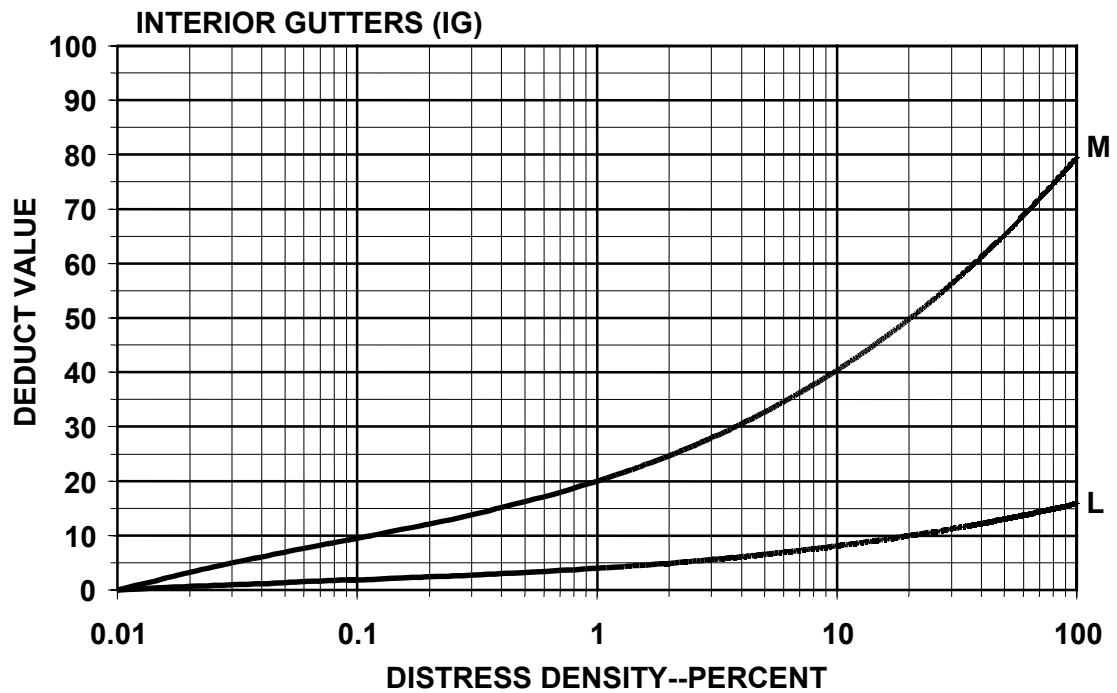




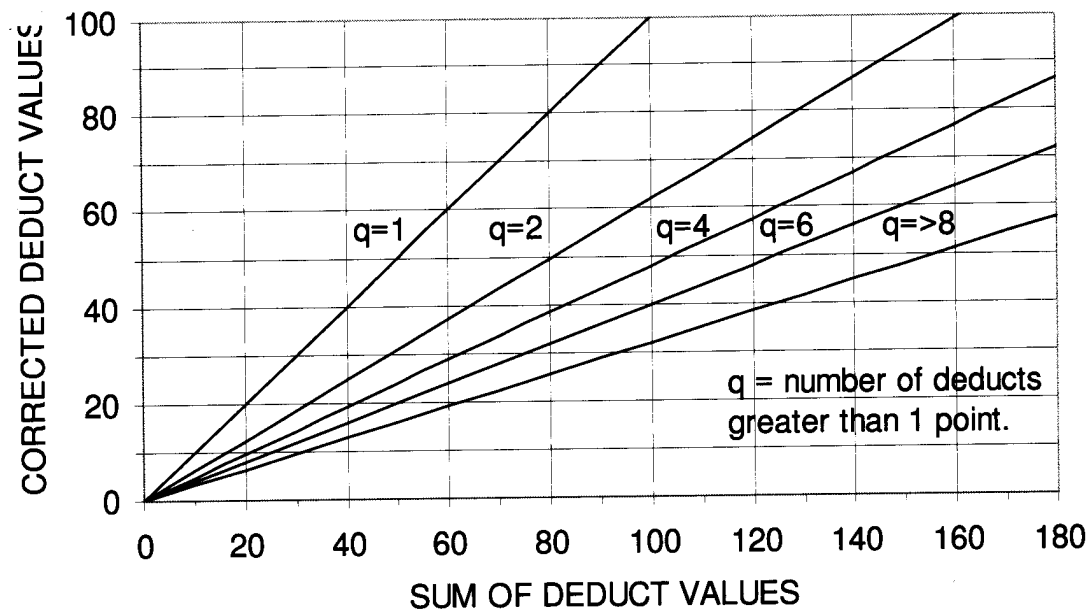


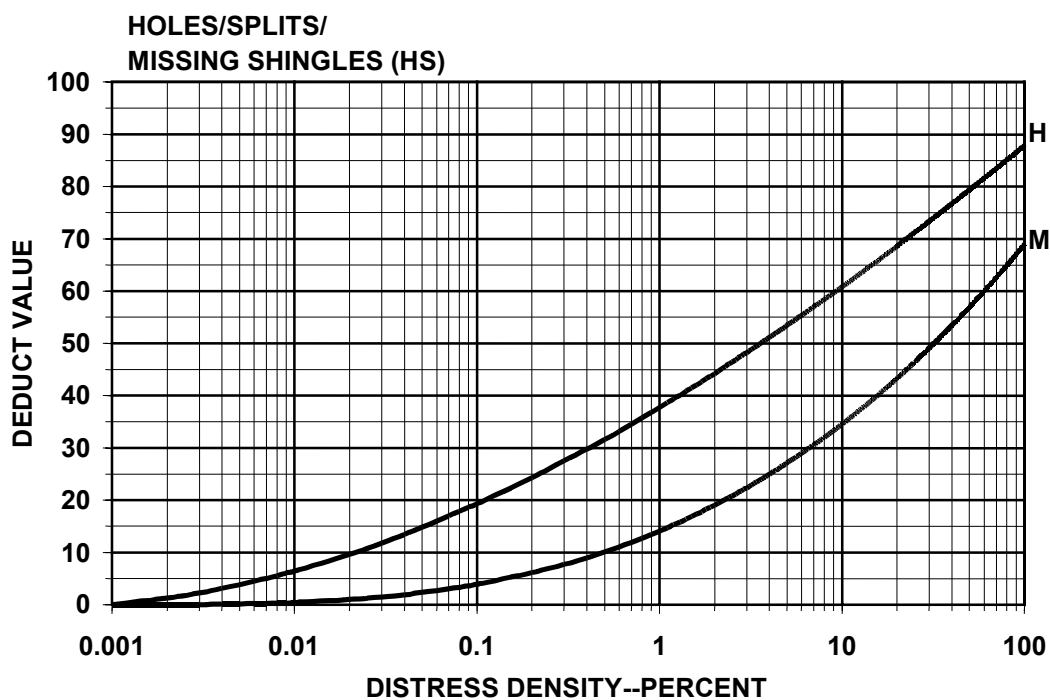
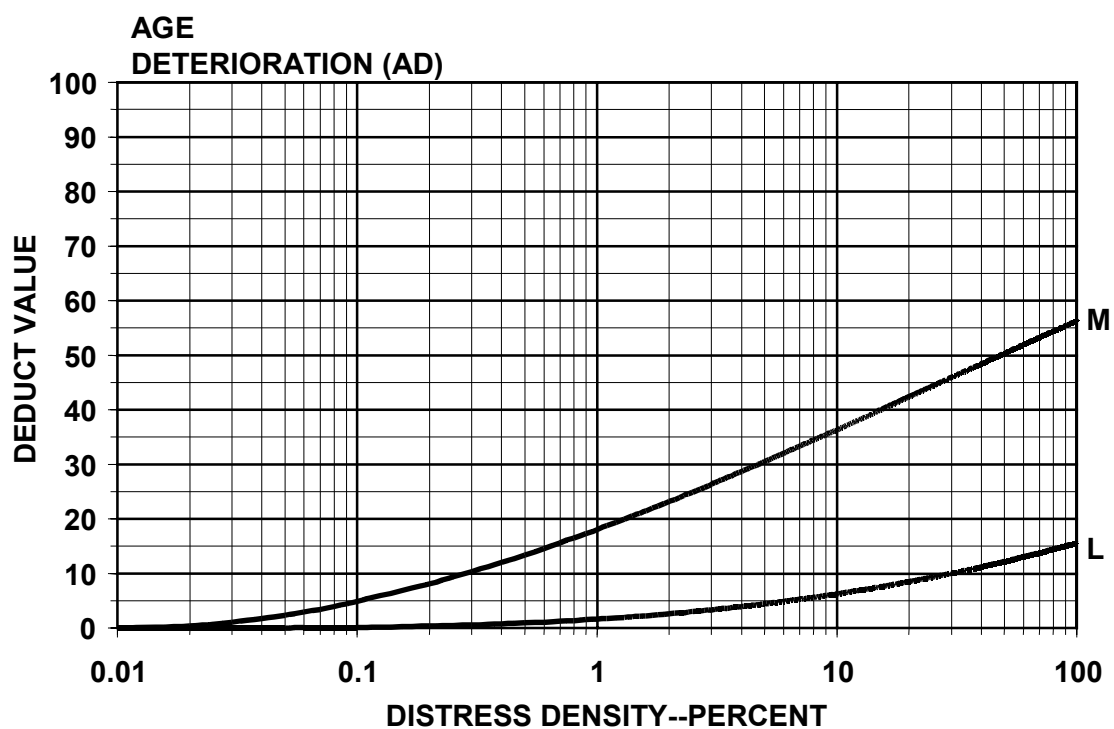


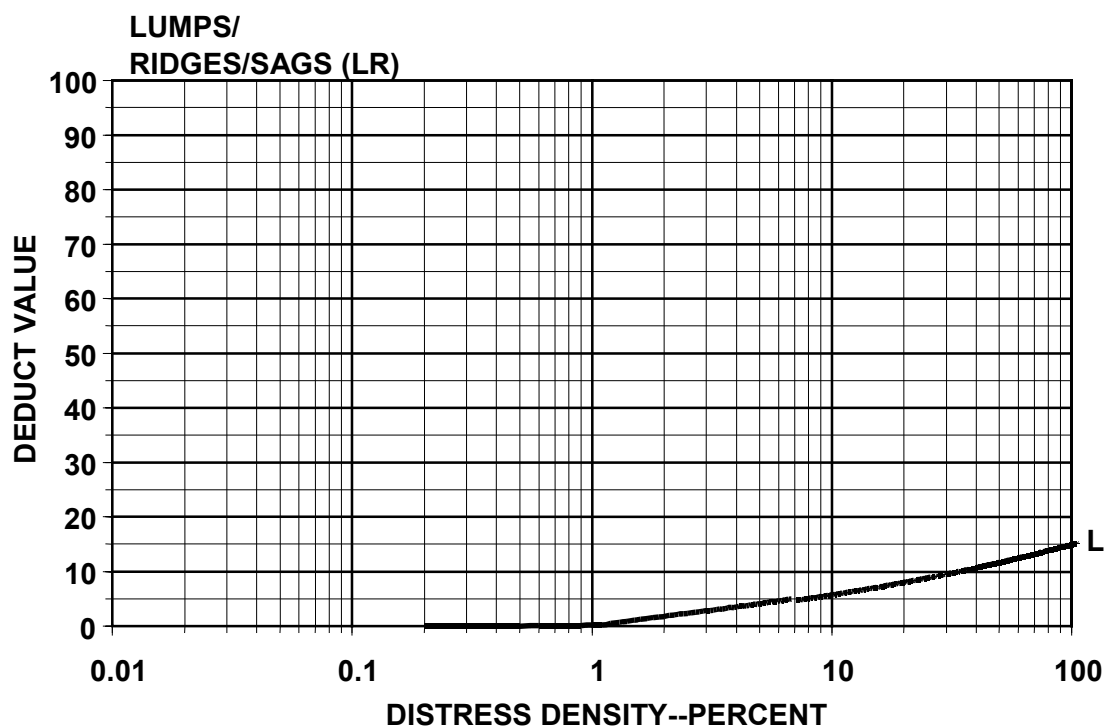
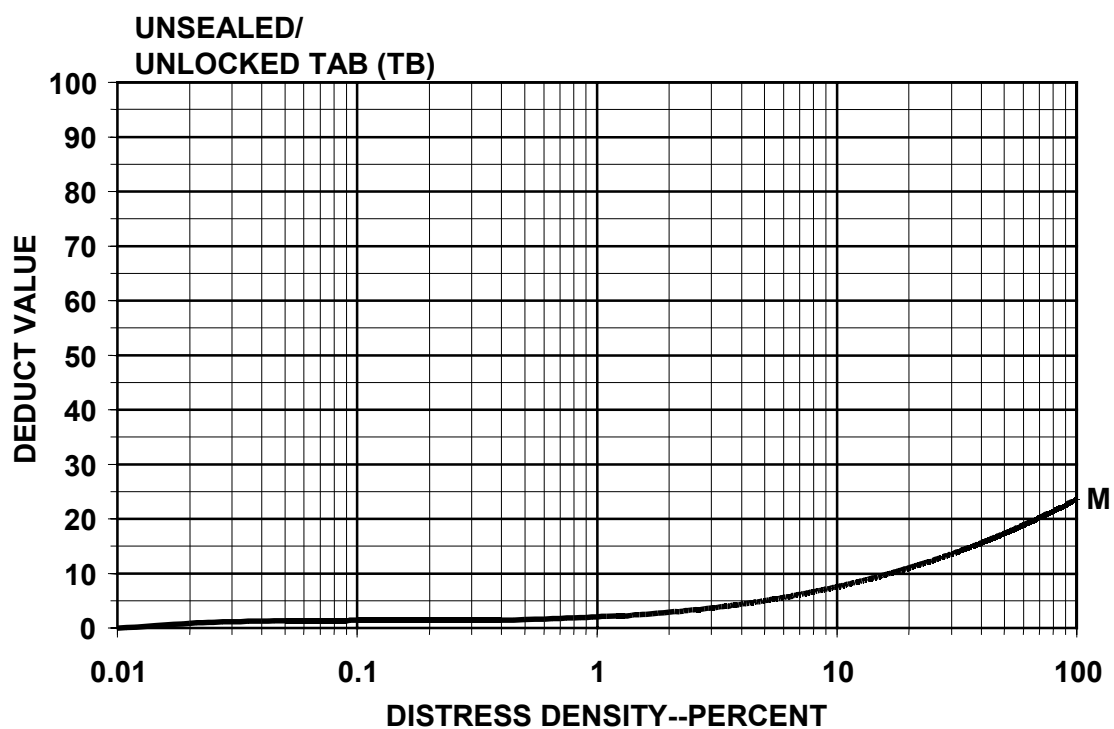


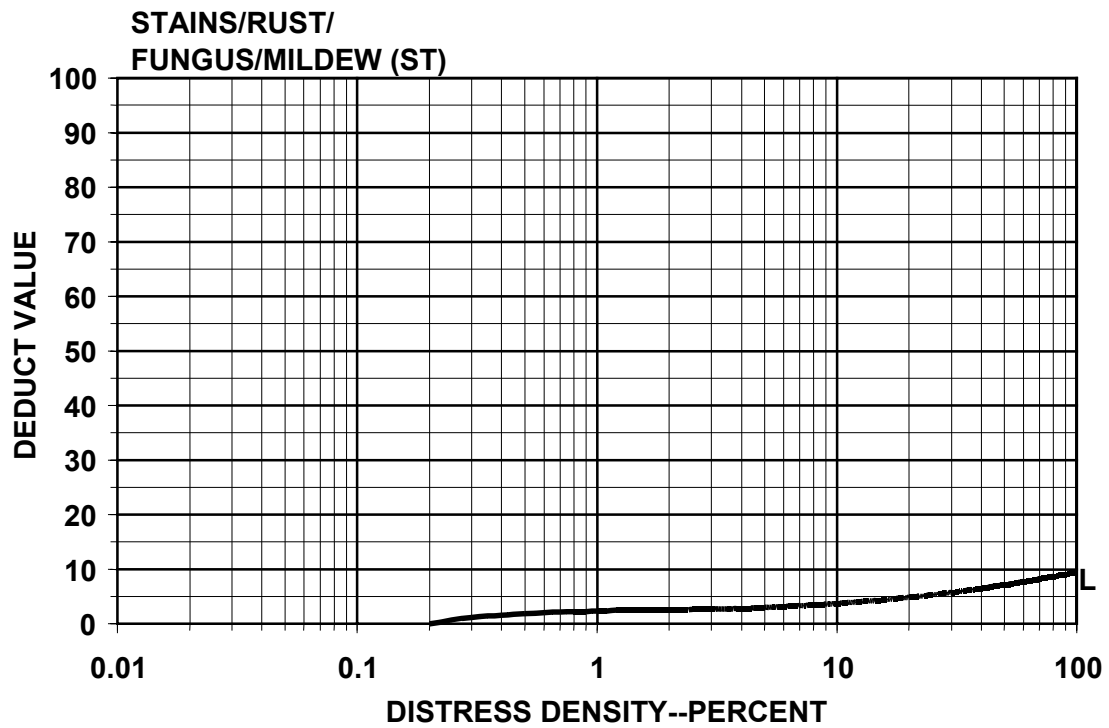
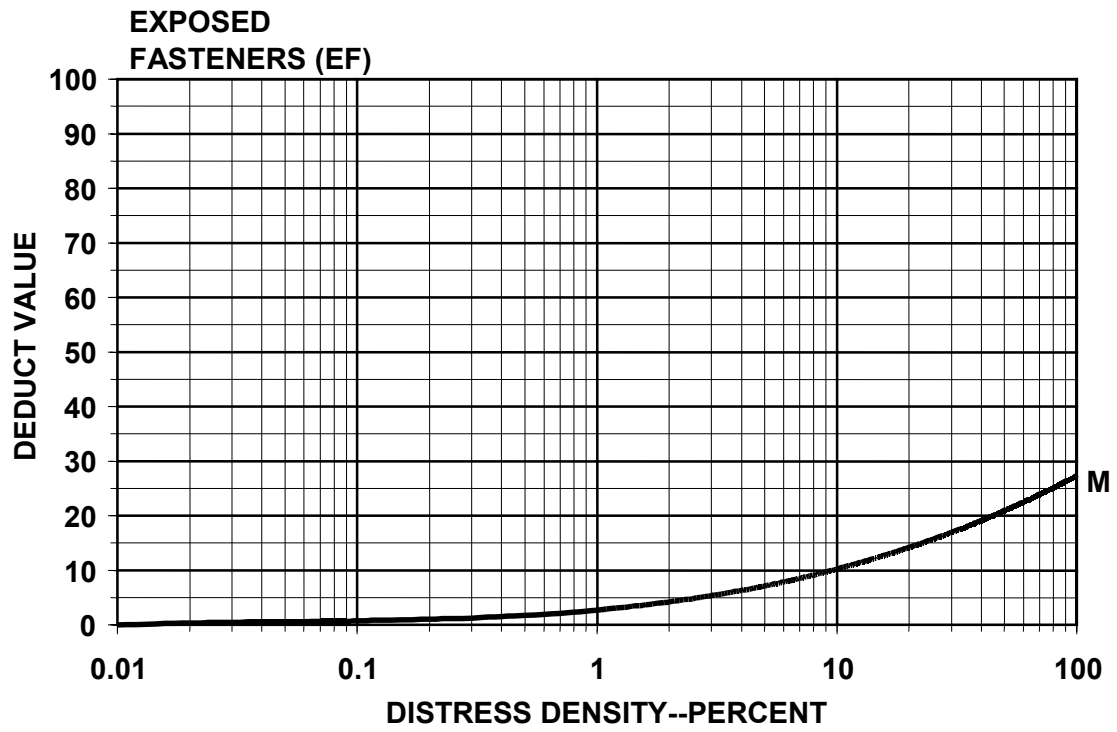


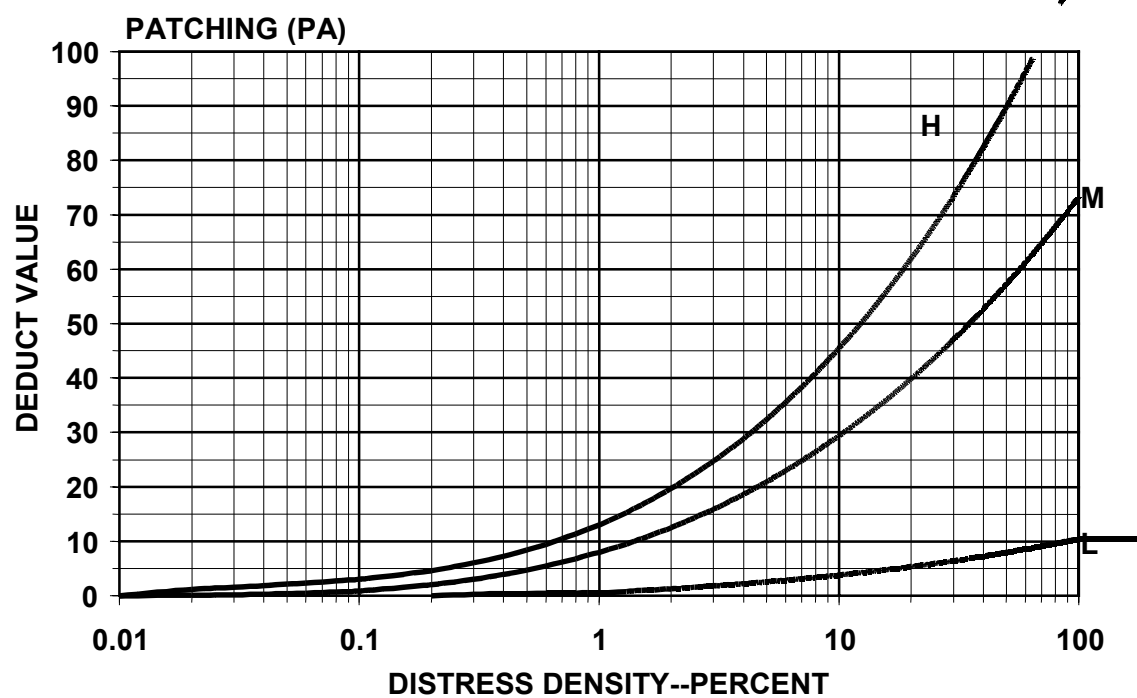
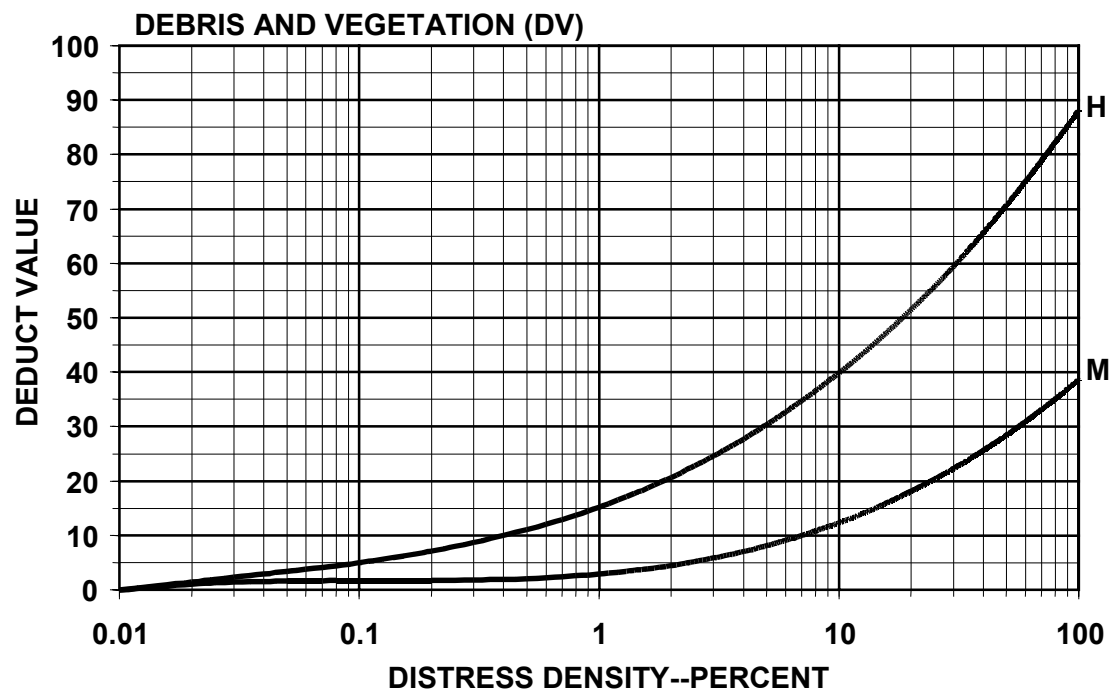
Corrected Deduct Values for Flashing.

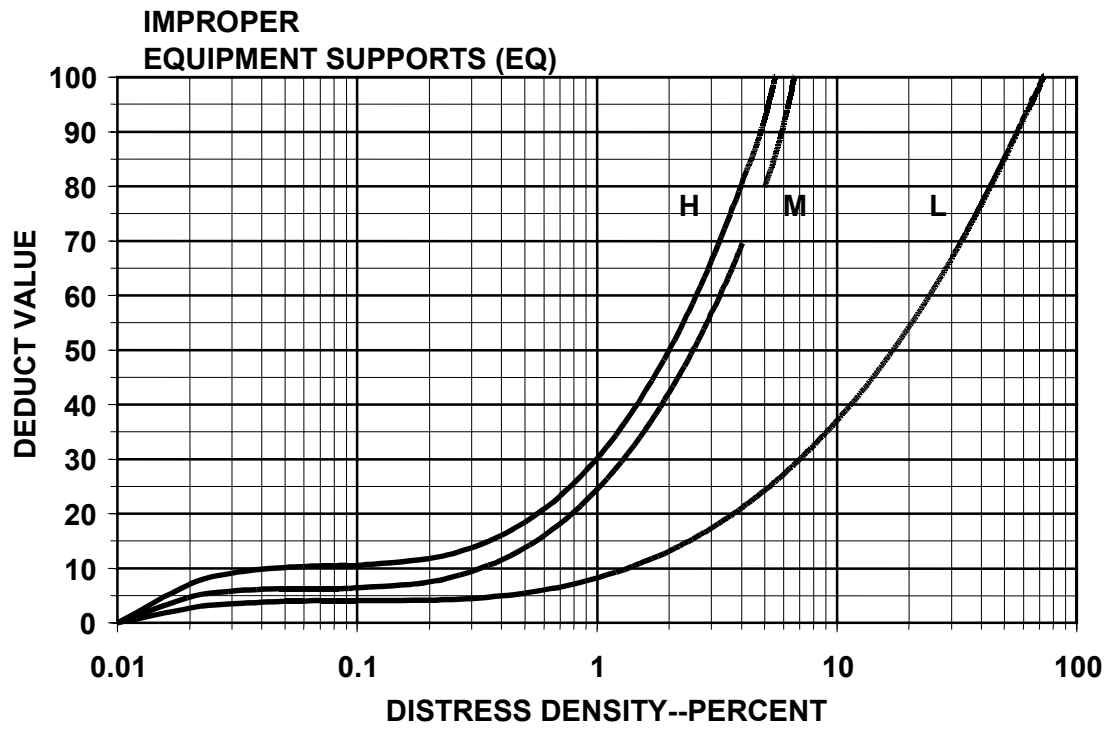




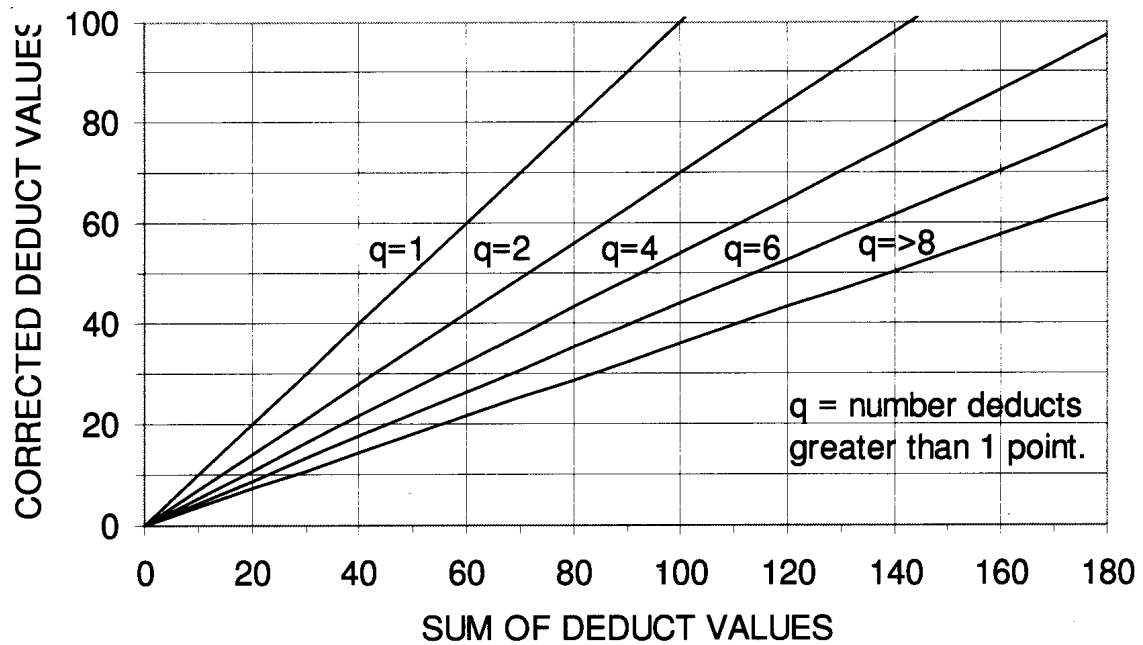








Corrected Deduct Values for Shingle.





## Appendix B: Field Measurement Method

### Estimating How Much Roofing is Required

Various types of asphalt roofing materials and accessories are required to complete a typical roofing job, including shingles or roll roofing, underlayment, starter strips, drip edges, valley flashings and hip and ridge shingles. Before the job begins, estimates of the required quantities of each material, based on calculations derived from the dimensions of the roof, must be made.

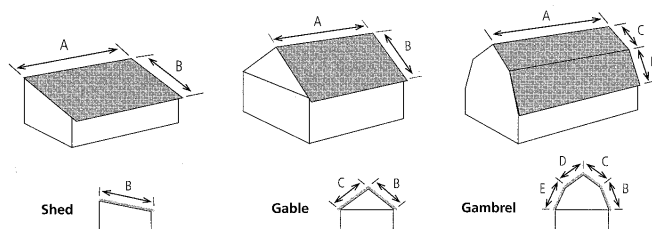
Fairly simple calculations are all that are required. Certain measurement and calculation methods also may be used that simplify the process even further. These are described in the following sections along with suggestions on how to take measurements without getting onto the roof.

Roofs come in a variety of shapes and styles but virtually every kind of roof is comprised of plane surfaces that can be subdivided into simple geometric shapes — squares, rectangles, trapezoids and triangles. Thus, roofing area calculations simplify to area calculations for these basic shapes.

The simplest type of roof is one without any projecting dormers or intersecting wings. Each of the illustrated roofs is comprised of one or more rectangles. (See Figure 13.) The area of the entire roof in each case is the sum of the areas of each rectangle.

### Estimating Area (Simple Roofs)

Figure 13  
Examples of simple roofs



For the shed roof which has only one rectangle, the area is found by simply multiplying the rake line by the eaves line, or  $B \times A$ . The gable roof is comprised of two rectangular planes and its area is found by multiplying the sum of the rake lines by the eaves line,

## Estimating Area (Simple Roofs)

(continued)

## Estimating Area (Complex Roofs)

or  $A(B + C)$ . For the gambrel roof, four rake lines are involved and the total area calculation is found by multiplying the sum of the rake lines by the eaves line, or  $A(B + C + D + E)$ .

The more complex roofs include those with intersecting wings or dormer projections through the various roof planes. Area calculations for these roofs use the same basic approach taken for simple roofs but involve a number of subdivisions of the roof surface that are calculated separately, then added together to obtain the total roof area.

If plans of the building are available, use them to obtain the required roof dimensions from which area calculations can be made. Otherwise, direct measurements may have to be taken on the roof.

However, another alternative exists that enables the estimator to indirectly measure the areas. It involves calculating the projected horizontal areas of the roof, then combining these areas with the roof slope or slopes to obtain the true areas. Both the roof slope and the horizontal projection of the various roof surfaces are determined directly as described in this chapter. Tables are also included in the following sections for converting the indirect measurements and calculations to actual lengths and actual roof areas.

### A Roof Pitch and Slope

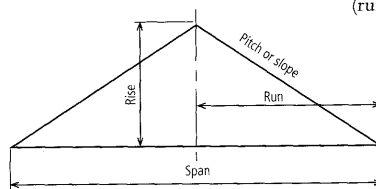
The degree of incline a roof possesses is usually expressed as its "pitch" or "slope." Pitch is the ratio of the rise of the roof to the span of the roof. (See Figure 14.) Slope is the ratio of rise in inches to horizontal run in feet (run equals half the span). For example, if the span of a roof is

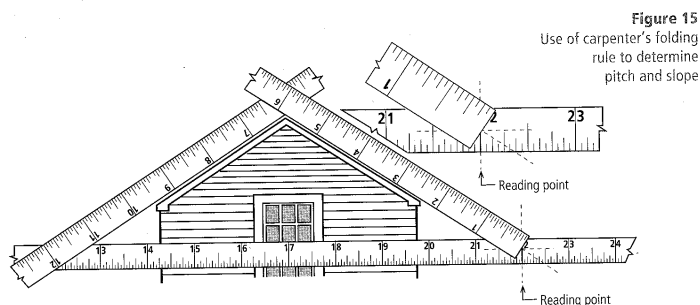
24' and the rise is 8', the pitch is  $\frac{8}{24}$  or  $\frac{1}{3}$ . Expressed as a slope, the same roof is said to rise 8" per foot of horizontal run [Slope (inches per foot) = Rise (inches)  $\div$  Run (in feet)]. If

the rise of the same roof span were 6', the pitch would be  $\frac{1}{4}$  and its slope would be 6" per foot of run. Whether a particular roof incline is expressed in pitch or slope, the results of area calculations will be the same.

It is not necessary to go onto a roof to measure pitch or slope. It can be closely approximated from the ground with the aid of a pitch card (available from many manufacturers) or a carpenter's folding rule as follows: Stand away from the building and form the rule into a triangle with the 6" joint at the apex and the 12" joint at one side of the horizontal base line. Holding the rule at arm's length, line up the sides of the

Figure 14  
Pitch and slope  
relationships





**Figure 15**  
Use of carpenter's folding  
rule to determine  
pitch and slope

triangle with the roof as shown in Figure 15, being sure to keep the base of the triangle horizontal. Then, with the zero point of the rule aligned with the center of the base, read the intersection of the zero point with the base. In the example shown in Figure 15, this occurs at the 22" mark. Next, locate the "rule reading" in Figure 16 nearest to the one read in the field and directly under it read the pitch and slope of the roof. For the example, the pitch is read as  $\frac{1}{2}$ , the slope as 8" per foot.

**Figure 16**  
Reading point conversions  
to pitch and slope

	9	20	21	22	23	24								
Rule reading	20 1/2	20 7/8	21 1/4	21 5/8	22	22 1/4	22 3/8	22 1/2	22 5/8	23	23 1/4	23 1/2	23 3/4	24
Pitch (fraction)	1/2	11/24	5/12	3/8	1/3	7/24	1/4	5/24	1/6	1/8	1/12	1/24		
slope (inches per foot)	12	11	10	9	8	7	6	5	4	3	2	1		

### **B Projected Horizontal Area**

No matter how complicated a roof may be, its projection onto a horizontal plane will easily define the total horizontal surface the roof covers. Figure 17 illustrates a typical roof complicated by valleys, dormers and ridges at different elevations. The lower half of the figure shows the projection of the roof onto a horizontal plane. In the projection, inclined surfaces appear flat and intersecting surfaces appear as lines.

Measurements for the horizontal projection of the roof can be made from the plans, from the ground or from inside the attic. Once the measurements are made, the horizontal area covered by the roof can be drawn to scale and calculated. Sample calculations for the roof in Figure 17, using the dimensions and slopes indicated, appear on the following page.

Because the actual area is a function of the slope, calculations must be grouped in terms of roof slope and those of different slopes are not combined until the true roof areas have been determined.

## chapter V

Estimating How Much Roofing is Required



### Ⓒ Duplications

Portions of higher roof surfaces often project over roof surfaces below them but the horizontal projections do not show the overlap. Such duplicated areas should be added to the total horizontal area. Thus, one final correction must be made to account for these overlapped or duplicated areas before the total projected horizontal area is obtained.

In the example, there is an overlap: ① on the 6" slope roof where the dormer eaves overhang the ell roof; ② on the 9" slope roof where the main roof eaves overhang the ell section; and ③ where the main roof eaves overhang the smaller section of the main roof in the rear of the building. In each case, if the eaves extend 4" beyond the structure, the duplication calculations are:

- ① Two eaves overhangs:

$$2(5 \times \frac{1}{2}) = 3\frac{1}{2} \text{ ft.}^2$$

- ② Two eaves overhangs:

$$2(7 \times \frac{1}{2}) = 4\frac{1}{2} \text{ ft.}^2$$

- ③ Overhang covers only half of the 19' wide section:

$$9.5 \times \frac{1}{2} = 3\frac{1}{6} \text{ ft.}^2$$

Item ① should be added to the area of the 6" slope roof and items ② and ③ to the 9" slope roof. Thus, for the 6" slope roof, the adjusted total is  $640 + 3 = 643 \text{ ft.}^2$  and for the 9" slope roof,  $1,294 + 8 = 1,302 \text{ ft.}^2$  (fractions are rounded off to the nearest foot).

### Ⓓ Conversion to Actual Area

Now that the total projected horizontal areas for each roof slope have been calculated, the results can be converted to actual areas with the aid of Table 3. (To calculate the Actual Area, multiply the Horizontal Area by the Area/Rake Factor.)

- ① For the 9" slope roof:

$$1,302 \text{ ft.}^2 \times 1.250 = 1,627.5 \text{ ft.}^2$$

- ② For the 6" slope roof:

$$643 \text{ ft.}^2 \times 1.118 = 718.8 \text{ ft.}^2$$

After the horizontal areas have been converted to actual areas, the results can be added to obtain the total area of roof to be covered:

$$1,628 \text{ ft.}^2 + 719 \text{ ft.}^2 = 2,347 \text{ ft.}^2$$

**Table 3:  
Area/Rake Conversion\***

Slope (inches per foot)	Area/Rake Factor
4	1.054
5	1.083
6	1.118
7	1.157
8	1.202
9	1.250
10	1.302
11	1.356
12	1.414

\*To use the table, simply multiply the projected horizontal area by the conversion factor for the appropriate roof slope. The result is the actual area of the roof.

## **Appendix C: Samples of Roof Inspection Sheets**

<b>BUILDING IDENTIFICATION SHEET</b>		AGENCY / INST. NO.:	
DATE: ____/____/____		AGENCY / INST.:	
BUILDING NAME:			
BUILDING NUMBER:	DESIGN CATEGORY CODE:		
TYPE CONST.:	FACILITY NUMBER:		
LOCATION:			
USE:		YEAR BUILT: _____	
ROOF SECTIONS:			
A _____SF	F _____SF	K _____SF	P _____SF
B _____SF	G _____SF	L _____SF	Q _____SF
C _____SF	H _____SF	M _____SF	R _____SF
D _____SF	I _____SF	N _____SF	S _____SF
E _____SF	J _____SF	O _____SF	T _____SF
REMARKS:			
<b>BUILDING ROOF PLAN</b>		SCALE:	

<b>ROOF SECTION IDENTIFICATION</b>		<b>AGENCY/INST.:</b>	
<b>DATE:</b> ____/____/____	<b>BLDG NO:</b> _____	<b>SECTION ID:</b> _____	<b>AREA:</b> _____SF
<b>OCCUPANCY:</b> _____		<b>YEAR ORIG. CONST.:</b> _____	<b>YEAR LAST REPLACED:</b> _____
<b>10 GENERAL</b>			
11 TYPE: _____			
12 PERIMETER:			
PARAPET	____LF	FIREWALL	____LF
ROOF EDGE	____LF	HIP	____LF
ADJACENT WALL	____LF	VALLEY	____LF
		RIDGE	____LF
		OTHER	____LF
13 ACCESS: _____			
<b>20 STRUCTURAL FRAME</b>			
21 TYPE: _____			
<b>30 ROOF DECK</b>			
31 STRUCTURAL DECK: _____			
32 ATTACHMENT SURFACE: _____	33 SLOPE: _____ IN 12		34 DRAINAGE: _____
<b>40 UNDERLAYMENT</b>			
41 TYPE: _____			
<b>50 ROOF COVERING</b>			
51 TYPE: _____			
52 SHINGLE REINFORCEMENT: _____			
53 ATTACHMENT: _____			
<b>60 FLASHINGS</b>			
61 TYPES: _____	62 ACCESSORIES: _____	63 OVERLAY: Y/N ____ # OF LAYERS	
<b>70 REMARKS:</b>			



<b>ROOF SECTION IDENTIFICATION WORKSHEET</b>			<b>AGENCY/INST.:</b>		
<b>DATE:</b> ____/____/____		<b>BLDG. NO.:</b> _____		<b>SECTION ID:</b> _____	
<b>AREA:</b> _____SF		<b>YEAR ORIG. CONST.:</b> _____		<b>YEAR LAST REPLACED:</b> _____	
<b>OCCUPANCY:</b> _____					
<b>10 GENERAL</b>					
<b>11 TYPE (check all):</b>					
___ GABLE		___ GAMBREL		___ DOME	
___ HIP		___ SHED		___ BARREL	
				___ OTHER	
<b>12 PERIMETER (check all):</b>					
PARAPET _____LF		FIREWALL _____LF		RIDGE _____LF	
ROOF EDGE _____LF		HIP _____LF		OTHER _____LF	
ADJACENT WALL _____LF		VALLEY _____LF			
<b>13 ACCESS (check one):</b>					
INTERNAL LADDER		EXTERNAL LADDER		___ PENTHOUSE	
___ Permanent		___ Permanent		___ ACCESSED FROM ADJ.	
___ Temporary		___ Temporary		SECTION (Sec.ID____)	
				___ OTHER	
<b>20 STRUCTURAL FRAME</b>					
<b>21 TYPE (check one):</b>					
STEEL		CONCRETE		SPECIAL	
___ Beams, Girders, Cols.		___ Beams		___ Dome	
___ Long Sp Deck, Beams		___ Flat Slab		___ Space Frame	
___ Trusses					
___ Bar Joists with		WOOD			
Beams & Cols.		___ Laminated Beams		___ OTHER	
___ Bar Joists with		___ Trusses			
Bearing Walls		___ Joists		___ UNKNOWN	
___ Bar Joists with		___ Panels			
Combination					
<b>30 ROOF DECK</b>					
<b>31 STRUCTURAL DECK (check one):</b>					
NONCOMBUSTIBLE			COMBUSTIBLE		
___ STEEL		___ CONCRETE, LWT. PRECAST		___ WOOD BOARDS	
CONCRETE, STD		CEMENT FIBER		___ PLYWOOD	
___ Precast		___ Bulb-Tees		___ WOOD FIBER	
___ Cast-in-Place		___ Clipped		___ OTHER	
___ GYPSUM, PRECAST				___ UNKNOWN	

<b>32</b>	<b>ATTACHMENT SURFACE (if applicable):</b>		
	<input type="checkbox"/> WOOD FIBER	<input type="checkbox"/> WOOD BOARDS	<input type="checkbox"/> METAL PURLINS
	<input type="checkbox"/> PLYWOOD	<input type="checkbox"/> WOOD BATTENS	<input type="checkbox"/> OTHER
			<input type="checkbox"/> UNKNOWN
<b>33</b>	<b>SLOPE (primary): _____ IN 12</b>		
<b>34</b>	<b>DRAINAGE (check all):</b>		
	<input type="checkbox"/> INTERIOR DRAINS	<input type="checkbox"/> SCUPPERS	<input type="checkbox"/> OVERFLOW SCUPPERS
	<input type="checkbox"/> INTERIOR GUTTERS	<input type="checkbox"/> ADJACENT ROOF SECTIONS	<input type="checkbox"/> ROOF EDGE
	<input type="checkbox"/> GUTTERS & DOWNSPOUTS	<input type="checkbox"/> SCUPPERS W/LEADER & DOWNSPOUTS	<input type="checkbox"/> OTHER
<b>40</b>	<b>UNDERLAYMENT</b>		
<b>41</b>	<b>TYPE(check all):</b>		
	<input type="checkbox"/> FULLY-ADHERED ICE & WATER MAT	<input type="checkbox"/> ASPHALT SATURATED SHEET	<input type="checkbox"/> UNKNOWN
		<input type="checkbox"/> OTHER	<input type="checkbox"/> NONE
<b>50</b>	<b>ROOF COVERING</b>		
<b>51</b>	<b>TYPE (check one):</b>		
	<input type="checkbox"/> ASPHALT SHINGLE	<input type="checkbox"/> SYNTHETIC ROOFING	<input type="checkbox"/> METAL PANEL
	<input type="checkbox"/> Three-Tab	<input type="checkbox"/> Plastic	<input type="checkbox"/> CONCRETE TILE
	<input type="checkbox"/> Multi-Tab	<input type="checkbox"/> Wood Fiber	<input type="checkbox"/> Pan and Cover
	<input type="checkbox"/> Strip (no cutout)	<input type="checkbox"/> Metal Shingles	<input type="checkbox"/> S-Shaped
	<input type="checkbox"/> Laminated	<input type="checkbox"/> Fiber Cement	<input type="checkbox"/> Flat
	<input type="checkbox"/> Lock-Down	<input type="checkbox"/> WOOD SHAKES	<input type="checkbox"/> CLAY TILE
	<input type="checkbox"/> Foil-Faced	<input type="checkbox"/> WOOD SHINGLES	<input type="checkbox"/> Pan and Cover
	<input type="checkbox"/> ASPHALT ROLLED	<input type="checkbox"/> SLATE	<input type="checkbox"/> S-Shaped
			<input type="checkbox"/> Flat
			<input type="checkbox"/> OTHER
<b>52</b>	<b>SHINGLE REINFORCEMENT (for Asphalt Shingle only)(check one):</b>		
	<input type="checkbox"/> ORGANIC	<input type="checkbox"/> FIBROUS GLASS	<input type="checkbox"/> OTHER
			<input type="checkbox"/> UNKNOWN

**53 ATTACHMENT (check one):**

<input type="checkbox"/> NAILS	<input type="checkbox"/> LOOSE-LAID (Tile)	<input type="checkbox"/> ADHESIVE-HOT
<input type="checkbox"/> STAPLES	<input type="checkbox"/> SCREW (Tile)	<input type="checkbox"/> ADHESIVE-COLD
<input type="checkbox"/> FASTENER AND TIE	<input type="checkbox"/> MORTAR (Tile)	<input type="checkbox"/> OTHER
<input type="checkbox"/> WIRE CLIPS		<input type="checkbox"/> UNKNOWN

**60 FLASHINGS****61 TYPES (check all):**

<input type="checkbox"/> VALLEY	<input type="checkbox"/> APRON	<input type="checkbox"/> PITCH PANS
<input type="checkbox"/> Open	<input type="checkbox"/> CHANNEL (TILE)	<input type="checkbox"/> EDGE METAL
<input type="checkbox"/> Closed	<input type="checkbox"/> FLASHED PENETRATIONS	<input type="checkbox"/> OTHER
<input type="checkbox"/> Woven		
<input type="checkbox"/> STEP		

**62 ACCESSORIES (check all):**

<input type="checkbox"/> SNOW GUARDS	<input type="checkbox"/> WALKWAYS
--------------------------------------	-----------------------------------

**63 OVERLAY:**

IS ROOF OVERLAYED \_\_\_\_ (Y/N)      \_\_\_\_ # OF LAYERS

**70 REMARKS**

<b>ROOF INSPECTION WORKSHEET</b>	AGENCY/INSTALLATION: _____							
BUILDING _____ SECTION _____	PERIMETER FLASHING _____ OTHER FLASHINGS _____	DATE _____ NAME _____						
SF -STEP FLASHING MC -METAL CAP EM -EDGE METAL VF -VALLEY FLASHING RH -RIDGE/H SHINGLE	MA -METAL APRON FP -FLASHED PENET RV -RIDGE/HIP VENT PP -PITCH PAN IG -INT. GUTTER	AD -AGE DET. HS -HOLE/MISSING SHINGLE TB -UNSEALED TABS LR -LUMPS/RIDGES	EF -EXPOSED FAST. ST -STAINS/FUNGUS DV -DEBRIS & VEG. PA -PATCHING EQ -EQUIP SUPPORTS	ID #	DISTRESS	SEVERITY	DEFECT	QUANTITY
								NORTH
SCALE: _____								

## 16 ROOF SECTION RATING FORM

BUILDING _____		SECTION _____		DATE _____		CALC. BY _____					
PER. FLASHING _____ FT OTHER FLASHING _____ FT		FLASHING TOTAL _____ FT		AREA _____ SQ FT		CHKD. BY _____					
<b>FLASHING</b>  DISTRESS TYPES  SF -STEP FLASHING      MA -METAL APRON MC -METAL CAP          FP-FLASHED EM -EDGE METAL        PENETRATION VF -VALLEY FLASHING   RV -RIDGE/HIP VENT RH -RIDGE/H SHINGLE   PP -PITCH PAN IG -INTERIOR GUTTER				<b>SHINGLE</b>  DISTRESS TYPES  AD-AGE DETERIORATION      ST -STAINS/FUNGUS HS-HOLE/MISS SHINGLE      DV -DEBRIS & VEG. TB -UNSEALED TAB          PA -PATCHING LR -LUMPS/RIDGES        EQ -EQUIP SUPPORTS EF-EXPOSED FASTENERS							
DIS	SEV	QUANTITIES	TOT	DEN	DV	DIS	SEV	QUANTITIES	TOT	DEN	DV
CORRECTED DEDUCT VALUE (CDV)						CORRECTED DEDUCT VALUE (CDV)					
FCI = 100 - CDV = _____						SCI = 100 - CDV = _____					
FLASHING RATING _____						SHINGLE RATING _____					

<b>RCI CALCULATION SHEET</b>		AGENCY/INST.:	
DATE: ____/____/____	BLDG NO:	SECTION ID:	AREA: _____SF

ROOF SECTION WITH STEEP ROOFING

	VALUE	LOWEST	OTHER
SCI			
FCI			
		X 0.70	X 0.30
		(A)	(B)
		(A+B)	
		RCI	

RATINGS

86 - 100	EXCELLENT
71 - 85	VERY GOOD
56 - 70	GOOD
41 - 55	FAIR
26 - 40	POOR
11 - 25	VERY POOR
0 - 10	FAILED

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<b>13. ABSTRACT (Maximum 200 words)</b>  This report gives instructions for using ROOFER procedures for establishing a steep roofing inventory and evaluating the condition of asphalt shingle roofs. ROOFER is an engineered management system designed to help facility managers more efficiently manage their roofing assets and make the best use of roof maintenance and repair dollars.  This document includes the standardized information the user needs to divide steep roofs into manageable sections and collect and maintain inventory information. Visual inspection survey procedures, which include distress descriptions, severity levels, measurement criteria and photographs of shingle and flashing distresses, are presented. Procedures for distress density calculations are also provided. Roof inspectors can use this information to objectively determine condition indexes that reflect (1) the ability of the shingles and flashings to perform their function, (2) needed level of repair, and (3) waterproof integrity.						
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