ROOF RED FLAGS CHECKLIST

This is a checklist for the site visit. It is not a condition survey: it is the shorter list of things that, once seen, change what the rest of the diligence has to do.

Each row says what to look for and what it usually means. Where a row says stop, it means get a roofing specialist on the roof before the number in your model is treated as real.

ON THE SURFACE

LOOK FOR	WHAT IT USUALLY MEANS
☐ Soft or spongy areas underfoot	Wet insulation in the build up. Stop and survey
☐ Many patches, especially overlapping	The roof is being repaired rather than maintained
☐ Mastic used along seams	A seam problem sealed by hand rather than reworked
☐ A single freshly coated area	Recent work with no record. Ask for the invoice
☐ Surface noticeably darker in patches	Trapped moisture or heat damage, both worth measuring
☐ Splits that follow a straight line	Movement in the deck or a substrate joint below
☐ Ballast moved or piled	Wind scour, or somebody has been working and not reinstated

AT THE DETAILS

LOOK FOR	WHAT IT USUALLY MEANS
☐ Membrane pulled away from an upstand	Failed adhesion or movement. Water has a path in
☐ Open or lifted edge metal joints	Wind damage or poor detailing, and staining below confirms it
☐ Fixings driven through the membrane	Equipment installed without a roofing detail
☐ Pipe collars split at the top	A common and cheap repair, but a sign nobody is maintaining

LOOK FOR	WHAT IT USUALLY MEANS
☐ Curbs sealed with mastic at the corners	The corner detail has failed and been patched
☐ Skylight flashings lifted	Water entry directly over an occupied space

IN THE DRAINAGE

LOOK FOR	WHAT IT USUALLY MEANS
☐ Standing water after dry days	Falls are wrong, or the deck has deflected
☐ Tide marks across a wide area	Water stands regularly, whatever the roof looks like today
☐ No overflows anywhere	A blockage becomes a structural load with nowhere to go
☐ Outlets packed solid	No maintenance regime, whatever the contract says
☐ Staining down an external wall	A scupper or outlet has been failing for some time

INSIDE THE BUILDING

LOOK FOR	WHAT IT USUALLY MEANS
☐ Ceiling stains away from any detail above	Water traveling laterally in the build up. Stop and survey
☐ Stains that have been painted over	A known leak, treated cosmetically
☐ Rust lines on a metal deck	Long term water contact, often above a sound looking surface
☐ Buckets, trays or diverters in a plant room	An active leak somebody has normalized
☐ Tenant complaints in the correspondence	The record the condition report will not contain

IN THE PAPERWORK

LOOK FOR	WHAT IT USUALLY MEANS
☐ No maintenance records	The warranty conditions are probably already breached
☐ Repair invoices rising year on year	The roof has entered the expensive part of its life
☐ Repairs clustered on one area	A detail or design problem that patching will not end
☐ A warranty that does not transfer	Cover you were counting on does not arrive with the building
☐ Roof work with no permit	A question about the work, not only about the file
☐ An open insurance claim	Work and evidence may both be constrained

WHAT TO DO WITH IT

1. **Photograph every flag twice, wide and close.** Wide to place it, close to show it.
2. **Mark each one on the roof plan.** Several flags in one area are usually one cause.
3. **Separate stop from price.** A stop needs a specialist; a price needs a scope.
4. **Ask for the invoice behind anything that looks new.** Neutrally, and early.
5. **Write what you could not examine.** The unexamined area is the one that surprises somebody later.

Want the reasoning behind these flags? Read the red flags article and what a diligence inspection covers.

Walked by _____ Date _____ Roof _____