Excellence Engineering Bureau (EEB) Inc.

Deficiency Report

Structural, plumbing and electrical site inspection
Residential renovation, Eastern Ontario

Prepared for	Client name withheld
Prepared by	Shokri Elhoussini, P.Eng.
Date	March 3, 2026 · Revision 01

SAMPLE — client details removed

> This is a shortened sample of a real EEB report. The client, address and identifying details have been removed, and three of the seven deficiencies are shown.

Letter

Dear Client,

At your request, Excellence Engineering Bureau (EEB) carried out a site inspection of the property to assess the structural alterations, plumbing installations and electrical work under construction.

The purpose of this assessment was to:

- Evaluate the structural modifications and load-bearing alterations observed
- Identify deficiencies against the Ontario Building Code (OBC)
- Document conditions with photographs
- Provide engineering opinions and recommended corrective measures

Our inspection found several significant deficiencies, including but not limited to:

- Removal of a load-bearing wall without engineering review or an approved structural design
- Damaged structural joists and non-compliant framing modifications
- Foundation cracking with evidence of moisture infiltration
- Stair geometry that does not comply with the OBC
- Plumbing installations inconsistent with code requirements
- Electrical hazards, including exposed wiring and inadequate panel clearance

Some of the conditions observed pose structural and life-safety risks and should be addressed before continued occupancy or further construction.

This report sets out our findings, professional opinions and recommended corrective measures. Where required, detailed structural design and stamped repair drawings should be prepared before the work is carried out.

Should you require clarification or further engineering services, we remain available.

Regards,

Shokri Elhoussini, P.Eng.
Excellence Engineering Bureau (EEB) Inc.

SAMPLE - client details removed

Deficiency S-001 · Load-bearing wall removed

Situation	Situation created	Mitigation measures
1. A load-bearing wall was removed without an engineer's review or approval. 2. The roof area supported by the removed wall is about 475 sq ft. 3. The span previously supported by the wall is about 4 m (157 in).	1. The wall stood at the centre of the main floor and carried load from the roof. 2. Removing it damaged the wall's top plates, which carry the roof trusses. The roof was left unsupported, which could lead to collapse of the roof.	**Temporary condition.** The contractor installed two 2x8 SPF No. 2 members to support the existing (2) 2x4 top plates, with a double 2x8 centre column and (3) 2x4 on one side and (4) 2x4 on the other. In our opinion, this arrangement is safe for workers to continue. **Permanent resolution.** 1. At each end of the 157 in span, install a P-4 post (4-ply 2x4 SPF No. 1/No. 2), pinned at both ends. 2. Install a 2-ply 2.0E LVL beam on the P-4 posts across the 157 in span. 3. Align the P-4 posts over the posts in the basement. 4. Re-evaluate the basement structure for the new locations of the concentrated loads.

sample excerpt · client details removed



Figure 1



Figure 2



Figure 3

Deficiency S-005 · Stair headroom

Situation	Situation created	Mitigation measures
1. Headroom over the stair. OBC 9.8.2.2.(4) requires a minimum clear height of 1,850 mm (72.8 in) over stairs located under a beam.	1. With the stair in its current location, the headroom is 62 in, which does not comply with the OBC. 2. There are two steps from the landing to the basement, with a total rise of 16 in.	1. Remove the installed stair. 2. Build one step of 5 in rise and 11 in run from the basement floor to the landing in front of the new side door. The existing landing is 46 in. 3. All stair runs to be 11 in, on stair stringers at 16 in o.c. 4. Move the stair opening back 2 ft 3½ in to fit 11 new risers at 6.6 in, clearing the beam at the top of the stair. Headroom becomes 73 in, which complies with the OBC. 5. Repair the notched beam. Refer to the revised structural design for the new beam.



Figure 4



Figure 5



Figure 6

Sample — client details removed

Deficiency EL-001 · Electrical hazards

Situation	Situation created	Mitigation measures
1. Unprotected, exposed wires. 2. Electrical panel left open. 3. Damaged extension cords. 4. Improper construction wiring. 5. The sump pump is within the 1 m clearance in front of the electrical panel.	1. Light fixtures were removed without making the wiring safe. 2. The panel was left open. 3. No lockout/tagout (LOTO) system was in place. 4. Damaged extension cords were in use on site.	1. A licensed electrical contractor to attend site and complete all electrical work to ESA requirements. 2. The electrical contractor to file an ESA permit. 3. Relocate the sump pump or the electrical panel to provide 1 m (3 ft) of clearance in front of the panel. 4. Use only approved electrical equipment and remove damaged extension cords from site. 5. Make all wiring safe and properly installed.

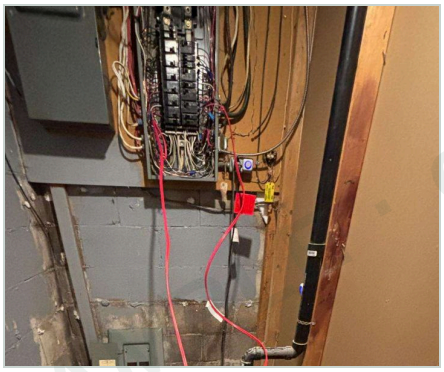


Figure 7

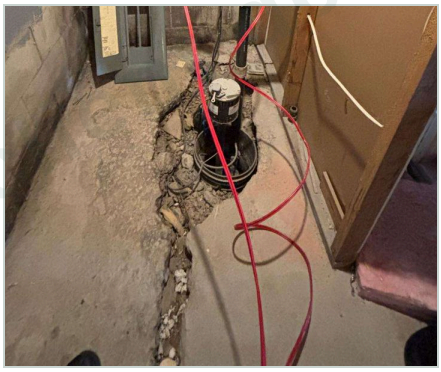


Figure 8

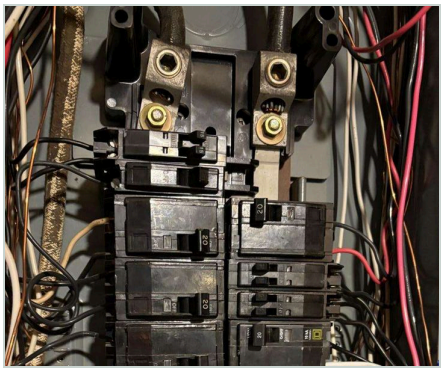


Figure 9

SAMPLE · Client details removed

About this sample

The full report covers seven deficiencies: five structural (S-001 to S-005), one plumbing (PL-001) and one electrical (EL-001). Each one follows the same format shown here:

- **Situation:** what was observed on site
- **Situation created:** why it matters, with code references where they apply
- **Mitigation measures:** what to do now, and the permanent fix
- **Photo reference:** numbered photographs of each condition

EEB prepares reports like this for owners, solicitors, insurers and other professionals who need a clear, independent engineering view of what happened and what it takes to put it right.

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