



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-8000

ASSISTANT SECRETARY FOR HOUSING-  
FEDERAL HOUSING COMMISSIONER

---

Special Attention of:

Notice: H 2010-25

All Multifamily Hub and Program Center  
Directors and Development Staff

Issued: December 8, 2010  
Expires: December 31, 2011

---

Cross Reference:  
Mortgagee Letter 2010-41

---

SUBJECT: Construction Specifications Institute (CSI), *MasterFormat* Editions

**Purpose**

The construction specifications template for FHA new construction and substantial rehabilitation projects has changed. CSI no longer supports the 16-Division *MasterFormat 1995*. As the industry standards change, the *MasterFormat* template will be updated to reflect new industry standards and products. FHA will allow the use of all versions that are supported by CSI to be submitted with an FHA-insured multifamily project application. CSI's *MasterFormat* specifications template is used for the identification of construction materials and methods.

The CSI's *MasterFormat* construction specifications template is required for all FHA multifamily insurance, Section 202 and Section 811 programs to describe construction materials and methods that will be used during the construction of the proposed project. Construction specifications already printed in the 16-Division *MasterFormat 1995* Edition may be submitted up to 30 days after the date of this Notice.

**Background**

CSI expanded the *MasterFormat* construction specification template with significant updates to accommodate many new technologies and building practices to provide complete coverage for all types of construction projects. Most Division numbers of the new format correspond with the 16-Division *MasterFormat 1995* specification template. Costs for these Divisions such as Electrical, Plumbing, and Mechanical will be shown in the respective Division in the 16-Division format of HUD's Cost Estimating forms. CSI will make available to purchasers of

*MasterFormat* 1995 through 2010 transition matrix that identifies the new Division to old Division assignment.

Persons with hearing or speech impairments may access the contact person or number via TTY by calling the Federal Information Relay Service at 800-877-8339.

If there are any questions regarding this Notice, please contact Joseph Sealey, Director, Technical Support division at (202) 402-2559.

/s/

---

David H. Stevens  
Assistant Secretary for Housing – Federal  
Housing Commissioner