

HOUSING AND DEVELOPMENT ADMINISTRATION  
DEPARTMENT OF BUILDINGS

DEPARTMENTAL MEMORANDUM

DATE: January 26, 1970

TO: Chief John Andrea, Boiler Section

FROM: Thomas V. Burke, Director of Operations

SUBJECT: Boiler Inspections for Emergency Repairs

Cooperation of the boiler section with the Department of Rent and Housing Maintenance is to be continued in the matter of inspection of boilers in multiple dwellings, upon referral from such department.

Such inspection is to be limited to boilers which have been inspected by the Department of Rent and Housing Maintenance and are reported as not operating, or as operating in a dangerous manner.

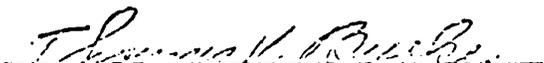
Where a boiler is found to be defective, a report is to be made on the form of the Department of Rent and Housing Maintenance, form ER 422063, for emergency repairs.

The owner is to be notified of the need for repairs and where he consents to make such repairs, he is to be permitted and urged to do so. When the owner refuses to make repairs, the emergency repair section shall be notified immediately and shall be informed of the repairs required. A copy of the report shall be forwarded promptly to such section.

The procedure of the foregoing paragraph shall be followed also when complaints are received directly in the boiler section, when boilers in multiple dwellings are found to be inoperative.

TVB/df

CC: Comm. O'Neill  
Dep. Comm. Ferro  
Asst. Comm. Padavan  
Messrs. Dennis, Kupfer, Linker

  
Thomas V. Burke  
Director of Operations