

THE CITY OF NEW YORK
DEPARTMENT OF BUILDINGS

DEPARTMENTAL MEMORANDUM

DATE: December 10, 1980

TO: Borough Superintendents & Jacob Grill, Director of Central Inspections

FROM: Irwin Fruchman, P. E., Commissioner *IF*

SUBJECT: On Site Inspections - Form 21C 7 CD31:
(Safety on the Job Site)

The procedures set forth in this memo supercede all directives and memorandum which are inconsistent with the following orders:

Requests for approval of on site crane applications for booms over 250' in length as well as tower climber cranes, Chicago booms and derricks shall be referred by the Borough Superintendent to the Crane & Derrick Division prior to approval. Said Division shall require compliance with all of the safety criteria listed in Paragraph 1. All other crane applications shall require the filing of a separate amendment by the filing engineer with the Borough Office stating that no lifting will occur over a sidewalk or roadway. If such applications do involve lifting over a sidewalk or roadway Paragraph I criteria shall also apply.

I. All buildings or structures where the lifting of loads will occur over sidewalks or roadways, evidence of compliance with the following will be required:

(1) that the contractor has furnished to the engineer of record all construction loads to be imposed on the structure by construction equipment. The engineer of record shall certify to the adequacy of the structure to sustain these loads.

(2) Except for a machine lifting a maximum load of 2 tons and remaining on site for a maximum of 48 hours, the contractor has prepared a drawing indicating locations for landing of materials and maximum permitted weights. This drawing shall include requirements which must be fulfilled before loads are landed (See Attached Sample). This drawing shall be submitted by the contractor or the owner's engineer along with the "on-site" Building Notice to the Department of Buildings. An approved copy of this drawing shall be kept on the job site by the owner's representative. Modification of requirements shown on the drawing may be made upon approval by the engineers filing of, and approval of an amendment filed with the department.

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Memo

Subject: On Site Inspections - Form 21C 7 CD31:
(Safety on the Job Site)

(3) During all lifting or hoisting operations a safety coordinator designated by the general contractors or the builder or the owner shall be responsible for the control of pedestrian and/or vehicular traffic within the hoisting area. The name of the designated safety coordinator shall be included in the application and shall be kept current during the period when the lifting operations are active. Flagmen shall be utilized under the supervision of the safety coordinator to stop vehicular and/or pedestrian traffic, as appropriate. Qualifications of the designated safety coordinator are that he possess either a professional engineer license, registered architect's license or has at least five years of construction experience.

(4) When requested by the Department of Transportation, Commissioner or the owner pre-construction meetings shall be held to develop operational procedures pertaining to the use of sidewalks, street lanes, detours of pedestrian traffic and vehicular traffic. Such agreed upon procedures shall be adhered to by all contractors and sub-contractors and monitored by the designated safety coordinator.


Irwin Fruchtman, P. E.
Commissioner

Attachments:

Form CD31
Sample "Landing of Loads" Diagram
Sample "Load/Radios" Diagram

IF:EM:PEO:JG:ap

cc:

Greater New York Equipment Association
General Contractors Association
BIAC
Professional Societies (All Boroughs)
Borough Superintendents
Executive Staff
BOMA
Real Estate Board
File

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CITY OF NEW YORK

DEPARTMENT OF BUILDINGS

FORM CD 31

DESIGNATION OF SAFETY COORDINATOR

DATE _____

BN # _____

CD # _____

ADDRESS/BOROUGH _____

BLK # _____ LOT _____

DEPARTMENT OF BUILDINGS
120 WALL STREET - Room 1525
NEW YORK, NEW YORK 10005

GENTLEMEN:

Owner or Contractor _____

I have been apprised of the requirements to provide flagmen to stop pedestrian traffic when lifting over the sidewalk, and to stop vehicular traffic, which is under the load, when lifting over the roadway.

Mr. _____, representing the owner or contractor, has been designated as safety coordinator to ensure that these safety precautions are adhered to.

Signature _____ (Owner or Contractor)

NAME: _____

ADDRESS _____

TELEPHONE NO. _____

SAFETY COORDINATOR:

_____ am a P.E., R.A., or a person having at least 5 ye

(Name)

of construction experience hereby certify that I will act as the designated safety coordinator and shall be responsible for the control of pedestrian and vehicular within the designated hoisting areas. I shall also supervise compliance with the Jobbing Notice Application and the drawings which form part of this On-Site Lifting Device Application.

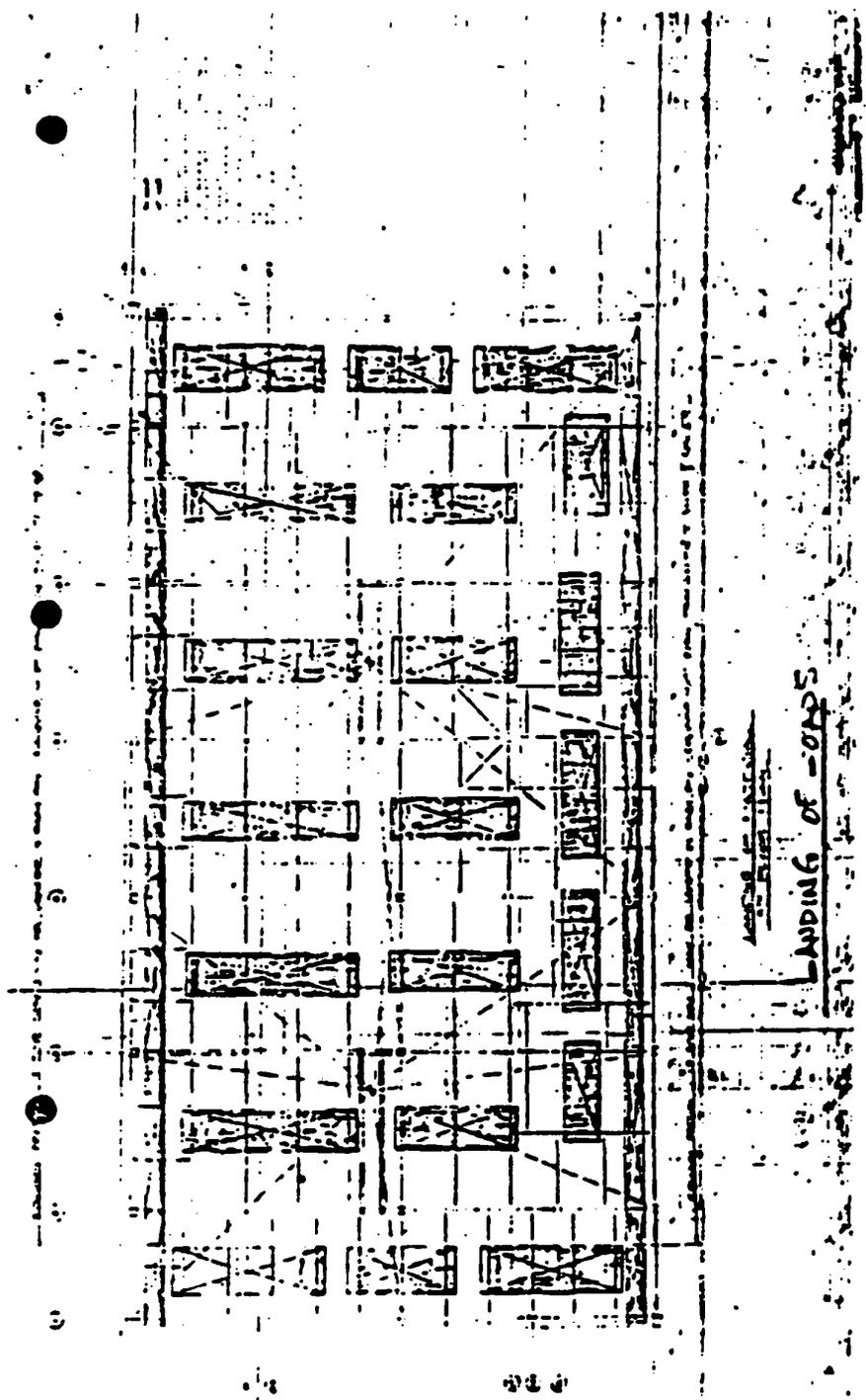
Signature _____

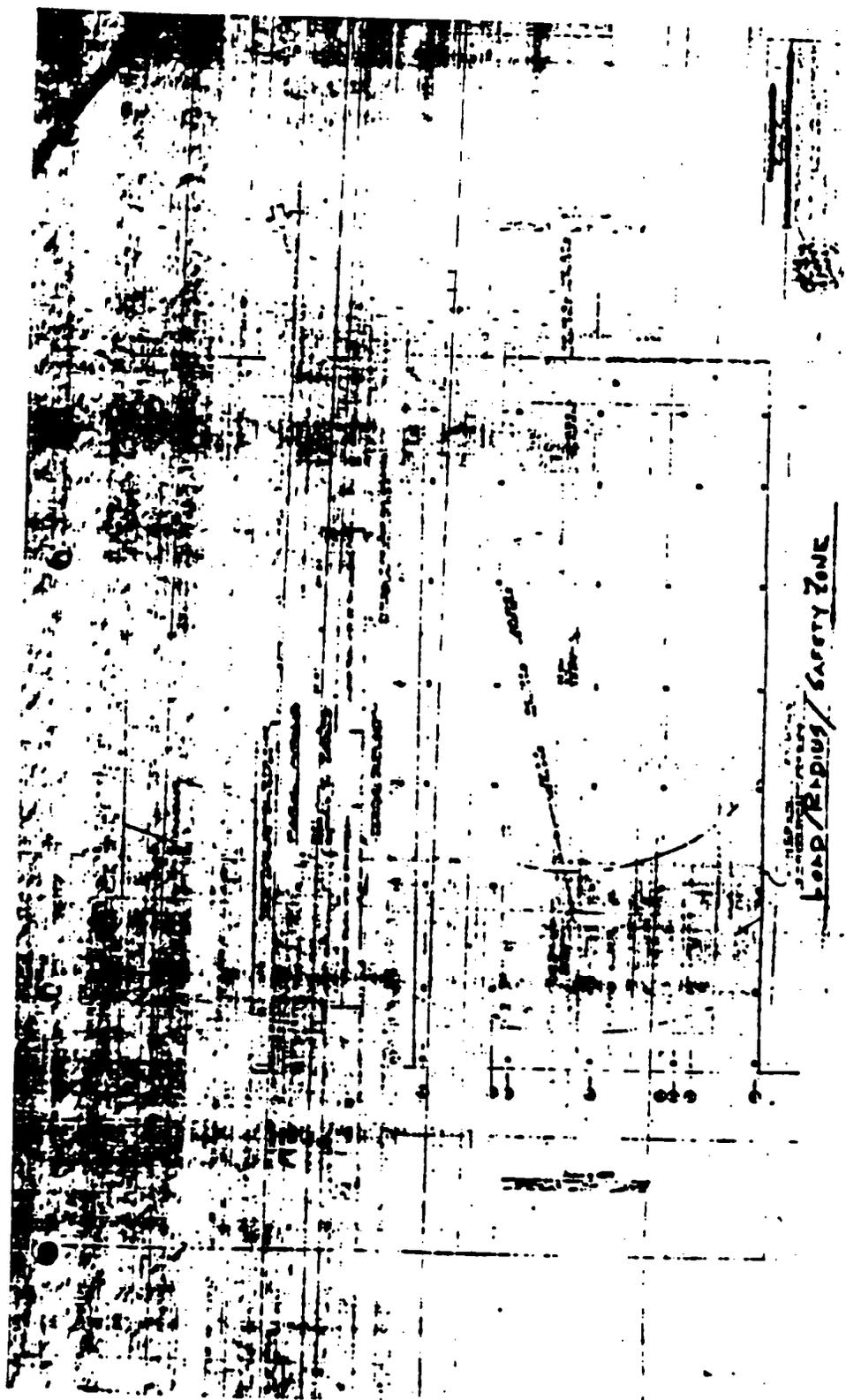
NAME: _____

ADDRESS _____

TELEPHONE NO. _____

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LOAD / RAMPING / SAFETY ZONE