



DEPARTMENT OF BUILDINGS

EXECUTIVE OFFICES

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Issuance # 194

OPERATIONS
POLICY AND PROCEDURE NOTICE # 16/89

To: Distribution
From: Peter Franconeri 
Date: September 7, 1989
Subject: Elimination of On-Site Inspection Report Form
for Construction Inspectors Only

Purpose:

To reduce the amount of paperwork completed by the Construction Division by eliminating the use of the On-Site Inspection Report Form.

Specifics:

Effective immediately, all construction inspectors cease use of the On-Site Inspection Report Form. As appropriate, inspectors complete the PIR card or XYZ Form.

At the time of inspection, if a building owner or site manager wishes to read an inspector's notation on the PIR card or XYZ Form, he or she may do so, but must initial the section that he or she has reviewed.

Plumbing Inspectors will continue using the On-Site Inspection Report forms until further notice.

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