













Filing Statuses for DOB NOW: *Build* & BIS Jobs

DOB NOW PW1 Job Filing Status					Equivalent BIS Job Filing Status		
Where is my Filing?	Standard Plan Examination	Description	Professional Certification	Description	BIS Code	BIS Status	Description
 Filing is with Customer	Pre-filing	Application created but has not been submitted to DOB.	Pre-filing	Application created but has not been submitted to DOB.	A	Pre-filing	Application created but has not been submitted to DOB.
	Corrections	Applicant has initiated changes to filing immediately after initial submission and prior to assignment within DOB.	Corrections	Applicant has initiated changes to filing immediately after initial submission and prior to assignment within DOB.			
 Filing is with Plan Examiner or QA Staff			Work Without Permit CPE/ACPE Review (LL 158/17)	Professional certification is restricted on the building based on a work without a permit violation in the last year (See LL158/17). Applicant's request to file as professional certification is with a Chief/Assistant Chief Plan Examiner for assignment to a plan examiner.			
			Work Without Permit Plan Examiner Review (LL 158/17)	Professional certification is restricted on the building based on a work without a permit violation in the last year (See LL158/17). Applicant's request to file as professional certification is being reviewed by a plan examiner.			
	Pending CPE/ACPE Assignment	Application submitted - awaiting assignment to a team (each team is lead by an Assistant Chief Plan Examiner).			D	Application Processed - Completed	Application submitted - awaiting assignment to a team (each team is lead by an Assistant Chief Plan Examiner).
	Pending PE Assignment	Application submitted - awaiting assignment to a Plan Examiner.	Pending Prof Cert QA Assignment	Application submitted - awaiting assignment for a QA administrative review.	D	Application Processed - Completed	Application submitted - awaiting assignment to a Plan Examiner.
	Plan Examiner Review	Application being reviewed by Plan Examiner (may be a first review or a re-review).	Prof Cert QA Review	Application is under QA review (may be a first review or a re-review).	H	Plan Exam - In Process	Application being reviewed by Plan Examiner (may be a first review or a re-review).
	CPE/ACPE Review	Under CPE/ACPE review upon plan examiner completing their first review.					
 Filing is with Customer	Incomplete	Chief/Assistant Chief Plan Examiner indicated that the job filing is not complete. DOB will not review the job again until the applicant resubmits it.					
	Objections	The Plan Examiner has issued objections related to the job filing and the filing will not be reviewed again until the applicant resubmits to DOB.	QA Failed	QA administrative review found issues that need to be resolved. The filing will not be reviewed again until the applicant resubmits to DOB.	J	Plan Exam Disapproved	The Plan Examiner has issued objections related to the job filing and the filing will not be reviewed again until the applicant resubmits to DOB.
 Filing is with Plan Examiner			Pending SO PE Assignment (Applicable for NB/ALTCO only)	A professionally certified job filing that is awaiting review of the Schedule of Occupancy by a plan examiner.			
			Pending Zoning Plan Examiner (Applicable for ALT with Enlargement Only)	A professionally certified job filing that is awaiting Zoning review by a plan examiner.			
			SO Plan Examiner Review (Applicable for NB/ALTCO only)	A plan examiner is reviewing the Schedule of Occupancy only on a professionally certified job filing.			
			Zoning Plan Examiner Review (Applicable for ALT with Enlargement Only)	A plan examiner is reviewing Zoning only on a professionally certified job filing.			

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Where is my Filing?	Standard Plan Examination	Description	Professional Certification	Description	BIS Code	BIS Status	Description
 Filing is with Customer	Approved	The application has received plan examination approval and a work permit can be created.	Approved	QA review is complete and application has been approved. A work permit can be created.	P	Plan Exam Approved	The application has received plan examination approval and a work permit can be created.
	Approved (Post Approval Amendment)	The PAA filing has received plan examination approval and amendments will reflect on the associated filing.	Approved (Post Approval Amendment)	The PAA QA review is complete and the approved amendments will reflect on the associated filing.	P	Plan Exam Approved (Post Approval Amendment)	The PAA filing has received plan examination approval and amendments will reflect on the associated filing.
	Review Complete – 40-day LPC Period	The QA Admin has completed review on a building Calendared for Landmark Preservation Committee review. A statutory 40-day hold is required for potential LPC input into the status of the building.	Review Complete – 40-day LPC Period	The QA Admin has completed review on a building Calendared for Landmark Preservation Committee review. A statutory 40-day hold is required for potential LPC input into the status of the building.			
	Landmark Letter Required	The LPC has determined that the building is a Landmark during the PW2 process. The Applicant must re-submit the Job Filing with the Landmark Letter attached.	Landmark Letter Required	The LPC has determined that the building is a Landmark during the PW2 process. The Applicant must re-submit the Job Filing with the Landmark Letter attached.			
 Filing is with Plan Examiner	On Hold – Pending Withdrawal of Technical Report	Request to withdraw an optional Special/Progress Inspection was submitted and is in review.	On Hold – Pending Withdrawal of Technical Report	Request to withdraw an optional Special/Progress Inspection was submitted and is in review.			
 Filing is with Customer	Permit Issued	A work permit has been issued for the job filing.	Permit Issued	A work permit has been issued for the job filing.	Q	Permit Issued - Partial Job/Work	A work permit has been issued for the job filing.
	Permit Entire	Work permits for each work type on the filing has been issued.	Permit Entire	Work permits for each work type on the filing has been issued.	R	Permit Issued - Entire Job/Work	Work permits for each work type on the filing has been issued.
 Filing is with Plan Examiner or QA Staff	On Hold – Pending Supersede of Applicant of Record	Request to supersede the Applicant of Record was submitted and is in review.	On Hold – Pending Supersede of Applicant of Record	Request to supersede the Applicant of Record was submitted and is in review.			
	On Hold – Pending Supersede of Special/Progress Inspector	Request to supersede the Special/Progress Inspector was submitted after the permit was issued and is in review.	On Hold – Pending Supersede of Special/Progress Inspector	Request to supersede the Special/Progress Inspector was submitted after the permit was issued and is in review.			
	On Hold – Pending Withdrawal of Special/Progress Inspector	Request to withdraw the Special/Progress Inspector was submitted after the permit was issued and is in review.	On Hold – Pending Withdrawal of Special/Progress Inspector	Request to withdraw the Special/Progress Inspector was submitted after the permit was issued and is in review.			
	On Hold – Pending Withdrawal of Site Safety Stakeholder	Request to withdraw the Site Safety Stakeholder on the permit was submitted and is in review.	On Hold – Pending Withdrawal of Site Safety Stakeholder	Request to withdraw the Site Safety Stakeholder on the permit was submitted and is in review.			
	On Hold Applicable Stakeholder Withdrew	Applicable stakeholder: Demolition Subcontractor, Concrete Subcontractor or Concrete Safety Manager withdrew from the permit.	On Hold Applicable Stakeholder Withdrew	Applicable stakeholder: Demolition Subcontractor, Concrete Subcontractor or Concrete Safety Manager withdrew from the permit.			
	On Hold-Applicant of Record Withdrawn	Applicant of Record withdrew from the filing.	On Hold-Applicant of Record Withdrawn	Applicant of Record withdrew from the filing.			

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 Filing is with Customer	On Hold – Site Safety Stakeholder Withdraw	Site Safety Personnel: Construction Superintendent, Site Safety Manager or Site Safety Coordinator withdrew from the permit.	On Hold – Site Safety Stakeholder Withdraw	Site Safety Personnel: Construction Superintendent, Site Safety Manager or Site Safety Coordinator withdrew from the permit.			
	On Hold – Special/Progress Inspector Withdraw	Special/Progress Inspector withdrew from the filing.	On Hold – Special/Progress Inspector Withdraw	Special/Progress Inspector withdrew from the filing.			
	Stop Work – Applicant of Record Withdrawn	The Applicant of Record withdrew from the filing. Stop Work Order issued for the permit.	Stop Work – Applicant of Record Withdrawn	The Applicant of Record withdrew from the filing. Stop Work Order issued for the permit.			
	Stop Work – Contractor Withdrawn	The Contractor withdrew from the permit. Stop Work Order issued for the permit.	Stop Work – Contractor Withdrawn	The Contractor withdrew from the permit. Stop Work Order issued for the permit.			
 Filing Complete	LOC Issued (Applicable for Alteration only)	Letter of completion issued for the job filing to indicate that all requirements of the job have been signed off/completed.	LOC Issued (Applicable for Alteration only)	Letter of completion issued for the job filing to indicate that all requirements of the job have been signed off/completed.	X	Signed Off	Letter of completion issued for the job filing to indicate that all requirements of the job have been signed off/completed.
	CO Issued (Applicable for NB/ALTCO only)	Certificate of Occupancy issued.	CO Issued (Applicable for NB/ALTCO only)	Certificate of Occupancy issued.	X	Signed Off	CO Issued (Applicable for NB/ALTCO only)
	PA Certificate of Operation Issued (Applicable for Place of Assembly only)	PACO issued.	PA Certificate of Operation Issued (Applicable for Place of Assembly only)	PACO issued.	X	Signed Off	PA Certificate of Operation Issued (Applicable for Place of Assembly only)
	TPA Certificate of Operation Issued (Applicable for Temporary Place of Assembly only)	TPACO issued.			X	Signed Off	TPACO issued.
 Withdrawn	Withdrawn	Filing withdrawn	Withdrawn	Filing withdrawn			

DOB NOW: Build Filing Statuses

Electrical (EL)

	Status	Description	PAA Filings	Description
	Pre-filing	Application created but has not been submitted to DOB.	Approved	The application has received plan examination approval and a work permit can be created.
	Applicant of Record Review	All required information is entered and the job is ready for a final review by the applicant.		
	Permit Issued	A work permit has been issued for the filing.		
	Inspections Complete	Inspection performed and in Pass/Final status.		
	Pending Payment	Application awaiting full payment		
	Complete	Final status of the job		
	Cancel	Withdrawal inspection completed		

Elevators (VT)

 	Status	Description		
	Pre-filing	Application created but has not been submitted to DOB.		
	Applicant of Record Review	All required information is entered and the job is ready for a final review by the applicant.		
	Pending Plan Examiner Assignment	Application submitted - awaiting assignment to a team (each team is lead by an Assistant Chief Plan Examiner).		
	Plan Examiner Review	Application being reviewed by Plan Examiner (may be a first review or a re-review).		
	Objections	The Plan Examiner has issued objections related to the job filing and the filing will not be reviewed again until the applicant resubmits to DOB.		
	Permit Entire	A work permit has been issued for the job filing.		
	Pending Sign Off review	Inspection status is Pass Final for all devices listed on the application.		
	Sign Off Request Initiated	Sign off requested		
	Sign Off Review in Progress	DOB is reviewing sign off request.		
	Signed off	Filing is complete		
	Withdrawn	Filing Withdrawn		

Limited Alteration Application (LAA)				
	Status	Description	PAA Filings	Description
	Pre-Filing	Application created but has not been submitted to DOB.	Approved	The application has received plan examination approval and a work permit can be created.
	Pre-Filing – Penalty Review	When Preview to File is clicked in the LAA filing, the system checks to see if there are any open work without permit	Corrections Under Review	Applicant must wait for an email from the Auditor with additional instructions.
	Permitted	A work permit has been issued for the job filing.	Objections	The Plan Examiner has issued objections related to the job filing and the filing will not be reviewed again until the applicant resubmits to DOB.
	Permitted – Corrections Requested	Applicant must submit a PAA with corrections within 10 Days.		
	Permitted – Corrections Under Review	Applicant must wait for an email from the Auditor with additional instructions.		
	Intent to Revoke	Applicant must follow the Auditor’s emailed instructions within 15 days to avoid revocation.		
	Intent to Revoke - Under Review	Applicant must wait for an email from the Auditor with additional instructions.		
	Signed Off	Site Inspection has Passed and status updated in DOB Now Inspections.		
	Revoked	The Work Permit has been revoked. Applicant must submit a new LAA filing or EWN and LAA filing.		
Withdrawn	The contractor and permit have been withdrawn			
Emergency Work Notifications				
	Status	Description		
	Expired	Application has passed the two business day period		
	Received	The final status of a submitted EWN filing in DOB NOW: Build is Received. This is all that is required to proceed with the emergency work.		