

安全施工权利清单

安全施工权利清单提供了大量有关在您所在建筑内进行施工工程的信息，包括正在进行的施工工程的描述、施工时间、完成工作的时间表以及业主的联系信息。安全施工权利清单必须张贴在建筑物内，可致电 311 进行任何有关安全施工权利清单的投诉或缺少该清单的投诉。

Safe Construction Bill of Rights

This Notice and a Tenant Protection Plan are required to be distributed to each occupied dwelling unit or posted in a conspicuous manner in the building lobby and on every floor within 10 feet of every elevator bank, or, in a building with no elevator, within 10 feet of or inside every main stairwell and shall remain posted until the completion of the described permitted work because:

- The property owner has filed an application for a permit for work not constituting minor alterations or ordinary repairs with the Department of Buildings (DOB).
- The property owner has notified the DOB that an emergency work permit is being sought.
- The property owner has filed for a temporary certificate of occupancy.

Description of the type of work being conducted and the locations in the multiple dwelling where the work will take place _____

Description of the amenities or essential services anticipated to be unavailable or interrupted during the work and how the owner will minimize such unavailability or interruption _____

Hours of construction _____

Projected timeline for the completion of the work _____

Agent or employee of the owner who can be reached for non-emergency matters pertaining to the work being performed

Name: _____ Contact number: _____

Agent or employee of the owner who can be reached for emergency matters pertaining to the work being performed 24 hours a day, 7 days a week during the period of construction:

Name: _____ Contact number: _____

To file a complaint about the work being performed or ask questions about the work being performed, contact the Department of Buildings at 311.

何时需要张贴安全施工权利清单？

只要在在建筑内进行需要 DOB 许可证的施工，就需要张贴安全施工权利清单。

我在建筑的何处可找到安全施工权利清单？

安全施工权利清单必须分发给租户，或张贴在建筑大厅和建筑的每个楼层。



当建筑有租户保障计划时，业主是否须通知租户？

是。有关 TPP 的通知必须分发给租户，或张贴在建筑大厅和建筑的每个楼层。请参阅下方必须张贴的 TPP 通知示例。

有关 TPP 或缺少 TPP 的投诉，可致电 311 或使用 311 ONLINE 进行投诉。

纽约市屋宇署的租户支持办公室 (OTA) 是帮助租户了解建筑相关法规的资源。OTA 通过监测承包商对租户保护计划的遵守情况以及调查建筑骚扰投诉来帮助租户。

骚扰

骚扰可表现为几种形式。建筑相关骚扰包括但不限于：

- 完全是为了损害租户生活质量而不是为了改进建筑而进行的施工
- 租户保护计划缺失或不足
- 进行在正常施工时间内可以进行的非工作时间施工；或
- 未能纠正导致屋宇署 (DOB) 违规或迁出令的情况。

如果您遇到以上任何形式的骚扰，请致电 311 或使用 311 ONLINE 通知 OTA。

如果您的房东不为您提供基本服务，如暖气或热水，或者您的房屋维修不善，请致电 311 或使用 311 ONLINE 联系纽约市房屋维护及发展局 (HPD)。

在租金控制或租金稳定公寓楼宇内，想要进行骚扰投诉的租户亦应致电 (718)739-6400 联系纽约州房屋及社区重建局 (HCR)。HCR 执行州租金管制公寓住房法律。

如欲了解更多有关租户骚扰及如何寻求帮助的信息，请致电 311 或使用 311 ONLINE 索要 HPD 的 ABCs of Housing 副本。

租户保护计划

什么是租户保护计划？

租户保护计划 (TPP) 描述了在在建筑内进行施工期间如何保护租户的安全和健康。TPP 必须解决的问题是，房东计划如何维持适当的紧急出口、消防安全、健康标准、安全住房标准、结构安全、噪音限制，以及暖气和热水等基本服务。

如欲了解更多 TPP 信息，请访问 DOB 的网站 nyc.gov/buildings 并选择 Tenant（租户）选项卡。

何时需要租户保护计划？

只要在在建筑内进行需要 DOB 许可证的施工，就需要 TPP。大多数施工工程都需要 DOB 许可证。然而，像涂漆、更换橱柜或窗户这样的小工程不需要 DOB 许可证，也不需要 TPP。

可在何处获取租户保护计划？

您可向您的房东就您建筑内进行的施工工程索要 TPP 副本，或者通过在 DOB 的建筑信息系统 (BIS) nyc.gov/BIS 中输入您的地址获取。

NOTICE

RE: TENANT PROTECTION PLAN FOR OCCUPANTS

The NYC Department of Buildings has issued a permit for work in this requires a Tenant Protection Plan (TPP). Building occupants may obtain a paper copy of the TPP from the owner and may access the plan on the Department's website at www.nyc.gov/buildings.

Address:



Below is the contact information for the (check one):

- Site Safety Manager Site Safety Coordinator Superintendent of Construction Owner/Owner's Designee

Name: _____ Phone Number: _____

Building occupants may call 311 to make complaints.

NYC Administrative Code § 28-104.8.4.3 requires the Owner to:

- Distribute this notice to each occupied dwelling unit; or
- Post this notice in a conspicuous manner in the lobby and
 - on each floor within ten feet of the elevator
 - if the building does not have an elevator, within ten feet of or in the main stairwell of each floor.

如果我对本人所在建筑内正在进行的施工有任何疑问，我可以联系谁？

- 如果问题涉及到危及生命的情况，请致电 911。
- 如果问题涉及维修或一般修缮，请致电 311。
- 如果问题涉及到您所在建筑内正在进行的施工，请致电 (212)393-2949 联系 OTA，或者发送电子邮件至 tenantate@buildings.nyc.gov。

