

SERVICE UPDATE

Continued Enforcement of Active Job Designations for Registered Construction Superintendents

In compliance with the NYC Department of Buildings' regulations, Registered Construction Superintendents (CS) cannot be designated on more than 10 active jobs. The Department will audit filings to enforce this mandate and in the future, the Department will be adding a hard stop, automatically preventing filings from proceeding if CS is on more than 10 active jobs.

Current Compliance Process

- Completed jobs should be signed off and closed out in BIS in an expeditious manner.
- When all construction and/or demolition work is completed in accordance with approved construction documents, a CS is no longer required on site. If all work is completed but the permit is still active, pending sign off or TCO/CO issuance, the permit holder can request a waiver by following the below steps:
 - Email CSQuestions@buildings.nyc.gov
 - Label the email 'CS Waiver Request' in the subject line
 - Attach a letter from the Applicant of Record certifying, based on inspection, that all work is completed. The letter should also include:
 - the permit number on which CS is designated;
 - the filing address; and
 - the name and registration number of the CS.
- Once the Department receives, reviews, and waives the CS, the job will not be included in the 10 job limit.

For questions concerning Construction Superintendent, Site Safety Manager, and Site Safety Coordinator requirements, please email the Buildings Enforcement Safety Team (BEST) at CSQuestions@buildings.nyc.gov.

POST UNTIL: December 31, 2017