

SERVICE NOTICE

New Construction Safety Units

The BEST Squad, Excavation/Interior Demolition and Scaffold Safety Units have been reorganized and two new units were created, the Construction Safety Enforcement Unit (CSE) and Construction Safety Compliance Unit (CSC). Both Units work to significantly increase safety compliance monitoring at construction sites throughout the City including the requirements of [Local Law 196 of 2017](#).

Construction Safety Compliance Unit

The **Construction Safety Compliance (CSC)** Unit performs proactive periodic inspections on all active sites, performing plan examination of site safety plans and full demolition plans, processing site safety-related waiver requests, scaffold safety inspections and interior/full demolition inspections. Use the forms and email addresses listed below to submit a request to the CSC Unit.

- **CSC Appointment Request Form** – complete a [CSC Appointment Request Form](#) and submit it to cscuappointments@buildings.nyc.gov for the following requests:
 - Demolition Sign-off
 - Pre-Demolition Inspection
 - Sidewalk Shed Removal
 - Site Safety Manager/Coordinator Program Removal
 - Suspended Scaffold Pre-Use Inspection
- **Construction Safety Code Determination (CCD1)** – to request a Construction Safety Code Determination or pre-determination, submit a completed [CCD1 form](#) and all supporting documentation in one flattened PDF to ccd1const-safety@buildings.nyc.gov.
- **Construction Superintendent Waiver Requests** – submit all CS Waiver Requests with supporting documentation to csuper@buildings.nyc.gov
- **Electronic Site Safety Plan (SSP) Submittal** – submit the SSP and coversheet in one PDF attachment to cscplanexam@buildings.nyc.gov.
- **Site Safety Plan/Manager BIS Required Item Waiver** – to request a Site Safety Required Item Waiver when the information is auto-populated in BIS but the work does not require site safety oversight per the Code, the Applicant-of-Record may submit a signed and sealed waiver request on the applicant's letterhead that provides the scope/location of the work and an explanation why the project is not considered site safety work; relevant Code sections must be cited, including plans and/or other documents necessary to support the claim. Email all documentation to cscsspwaiver@buildings.nyc.gov.

If you have questions about a violation issued by the CSC Unit or one of the above requests, call (212) 393-2404, and press 2. Please read the [CSC Frequently Asked Questions](#) for more information.

NOTE: CSC Unit Plan Examination is located at 280 Broadway, 4th Floor, Window 23. Submissions and plan pick-ups are processed from 9:00am to 12:00pm and 1:00pm to 4:00pm.



Construction Safety Enforcement Unit

The **Construction Safety Enforcement (CSE)** Unit conducts emergency inspections and responds to construction incidents and accidents as well as responding to construction complaints and inspections for violations or SWOs issued by the CSC Unit. The unit also performs technical reviews/audits of construction documents to verify Code compliance.

To request an appointment to get a SWO or PSWO rescinded, complete a [CSE Appointment Request Form](#) and send it to cseappointments@buildings.nyc.gov.

If you have questions about a violation issued by the CSE Unit or the process for rescinding a SWO or PSWO, email cseinquiry@buildings.nyc.gov or call (212) 393-2404, and press 1.

POST UNTIL: June 2019