



DEPARTMENT OF BUILDINGS

EXECUTIVE OFFICES  
60 HUDSON STREET, NEW YORK, NY 10013

CHARLES M. SMITH, Jr., R.A., Commissioner

December 5, 1986

GEORGE E. BERGER, P.E.  
Assistant Commissioner  
Building Construction

TO: BOROUGH SUPERINTENDENTS

FROM: George E. Berger, P.E.  
Assistant Commissioner

SUBJECT: Submission of Controlled Inspection Amendments  
and Controlled Concrete Amendments  
(Forms 10F and 10A/10B)

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NOTE: This memorandum supersedes the Department Memorandum of July 2, 1971 and August 5, 1974.

A) FULL PERMITS

Prior to the issuance of a permit for general construction, all controlled inspection amendments, (Form 10F) and controlled concrete amendments (Forms 10A/10B) that will be required throughout the work must be submitted to the permit clerk. The permit clerk shall examine the amendments for proper identification of the work being inspected, the applicant, and the designated inspector. The permit clerk shall then initial and date each 10F.

B) PARTIAL APPROVALS AND PARTIAL PERMITS

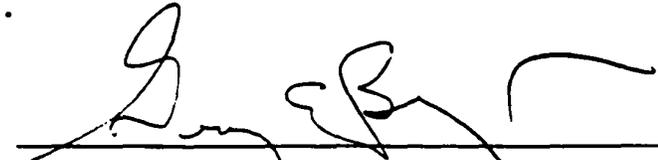
Prior to the approval of any application for a part of the work (such as foundations), all controlled inspection and controlled concrete amendments (Forms 10F, 10A and 10B) which bear on that part of the work shall be submitted to the plan examiner. When the application for a partial permit is approved, the 10F's and 10B shall be signed and dated by the plan examiner.

C) SUPERSEDING AMENDMENTS AFTER PERMIT ISSUANCE

The professional designated on Forms 10F or 10A/10B may be superseded, after issuance of a Building Permit, by submitting the appropriate new form to

the plan examiner, who shall accept it only on the following conditions:

- 1) The newly designated professional states in writing that no work of the type addressed by the previous 10F or 10A/10B has been performed to date, or
- 2) The previously designated professional files a form 10E or 10C/10D for that phase of the work to date.



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George E. Berger, P.E.  
Assistant Commissioner

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cc: Executive Staff  
Professional Engineering & Architectural Societies  
New York Association of Consulting Engineers