



DEPARTMENT OF BUILDINGS

EXECUTIVE OFFICES

60 HUDSON STREET, NEW YORK, N.Y. 10013

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

FREDRIC J. POCCHI, P.E.

Assistant Commissioner/Operations

M E M O R A N D U M

To: Distribution

From: Fredric J. Pocchi, P.E. Assistant Commissioner

Date: September 20, 1988

Subject: Fire Department Inspections Procedures in Class "E" Buildings

The Fire Department is initiating a pilot program for self-certification of tenant alarm systems in Class "E" buildings.

The memo issued by the Bureau of Fire Prevention describing the new procedure is attached for your information and files.

FJP:mh
Enc.



The
City
of
New York

FIRE DEPARTMENT

250 LIVINGSTON STREET BROOKLYN, N.Y. 11201-5884

BUREAU OF FIRE PREVENTION

August 22, 1988

George E. Berger, P.E.
Assistant Commissioner
Department of Buildings
60 Hudson Street
New York, NY 10013

Dear Commissioner Berger:

Due to the increase in construction activity and the related demand for electrical inspections in Class "E" buildings the Fire Department at a meeting with the Real Estate Board on August 11, 1988 has agreed to accommodate the building industry in the following manner:

A pilot program involving self-certification of tenant alarm systems be instituted that will conform with the following:

1. The Fire Department's electrical section will inspect and approve the alarm system requirements for the building core and Technology Management will forward a letter of no objection to the Building Department. The Building Department will then issue a temporary certificate of occupancy for the core only.
2. When expanding the original core T.C.O. to include occupying individual floors the Bureau of Fire Prevention will accept self-certification by a licensed architect/engineer that the alarm system is completed on that floor and installed according to code. Before approval letter is released to the Building Department a field inspection by a Chief Officer must be conducted.
3. In order to expedite the required field inspection on floors where the alarm system will be self-certified, the Bureau of Fire Prevention, Technology Management will require a written request from the building owner/manager or contractor for such field inspection 10 days in advance of the requested date of occupancy. Such field inspection will not be conducted and approval withheld, unless Technology Management receives the self-certification for the floor or floors involved 24-hours in advance of the requested date of occupancy.
4. This self-certification of the alarm system is only applicable to the tenant portion of the floor and only applies after the electrical section has inspected, tested and approved the alarm system requirements for the core.

5. Technology Management will then notify the Building Department in writing that the Fire Department has no objection to the tenant occupancy of the subject floor after a satisfactory field inspection.
6. When the building owners apply for a permanent Certificate of Occupancy the electrical section of the Bureau of Fire Prevention will conduct a complete inspection of all tenant areas to insure compliance with code requirements and a field inspection will be conducted.

Please inform us of any comments that you may have.

Very truly yours,


Joseph M. DeMeo
Chief of Fire Prevention

JMD/SDR/dem

cc: Deborah Beck
Charles Poidomani
Henry Gittlitz