



Electrical Industry Session

November 2015

Session Topics

Session Objectives

DOB NOW: *Inspections* Overview

Access to DOB NOW: *Inspections*

Account Registration

Using Your PIN

Delegation

Requesting an Electrical Inspection

Viewing Inspection Results & Objections

Collections

DOB NOW: *Inspections* Emails

Online Resources

Q + A

Session Objectives

**Learn how the Electrical industry will use DOB
NOW: *Inspections***

**Watch video tutorials about DOB NOW:
Inspections functionality**

DOB NOW: *Inspections*

Terms Used Throughout This Presentation

You will see these terms used throughout this presentation

Records

Jobs, BPP Jobs, Place of Assembly, Permits, Devices, Notices, Work, Applications, Certifications, Sign Off Requests & Gas Authorization Requests

LPs

Electricians, Elevator Agencies/Inspectors, Fire Suppression Contractors, General Contractors, Master Plumbers, Oil Burner Installers, Professional Engineers, Sign Hangers, Registered Architects, and Registered Landscape Architects

Self-Certifications

Certain Boilers, Cranes, and Plumbing inspections can be completed by an LP without the presence of an Inspector from the Department of Buildings. The supporting documentation must be uploaded into DOB NOW: *Inspections*, and is subject to approval or rejection.

DOB NOW: *Inspections*

New Online Inspections Portal

The screenshot shows the 'Inspection Ready' portal homepage. At the top, it says 'Inspection Ready' in large blue letters, followed by 'Submit Inspection Requests and Certifications to NYC Department of Buildings'. Below this are links for 'Accessibility Support', 'Register for an Account', and 'Login'. There are navigation tabs for 'Home' and 'Buildings'. A 'Welcome to Inspection Ready' message explains that users can login to request and schedule inspections, certify inspections, and view results. It also mentions the 'BIS Web' for general information. A 'Login today to get started.' section provides instructions on how to log in. On the right side, there is a 'Login' form with fields for 'User Name or E-mail' and 'Password', a 'Login' button, and a checkbox for 'Remember me on this computer'. Below the login form are links for 'I've forgotten my password' and 'New Users: Register for an Account'. At the bottom, there are two boxes: 'General Information' with a link to 'Search Licensed Professionals/Licensees' and 'Buildings' with links to 'Search Records' and 'Access My Records'.

- View information related to your Jobs & Permits
- View and search for Records and LPs
- Request Inspections (including withdrawals) & view Results online
- Receive Final Inspection Results within 36 hours
- Receive emails at milestones in your Inspection cycle
- View and download documents such as the Inspection Report and cards
- Upload documentation to certify certain objections
- Request Gas Authorization and Plumbing Sign Offs
- Delegate responsibility to other Registered Users
- Submit Self-Certification documentation (Certain LPs for Boilers and Plumbing; LPs/ Owners/ Delegates for Cranes)

Inspections Starting Late 2015

No Phone Calls – No Waiting in Line



 Completed electronically via DOB NOW: *Inspections*

DOB NOW: *Inspections*

Units Participating

**Boilers
Builders Pavement Plan
Construction
Cranes + Derricks
Electrical
Elevators
House Connections
Plumbing
Sustainability**

Access to DOB NOW: *Inspections*

Registered Users

Owners

Licensed Professionals (LPs)

Delegates

Any interested party

Unregistered Users

Anonymous Users

Access to DOB NOW: *Inspections*

DOB NOW: *Inspections* became available for Account Registration, Account Management, and PIN entry (when required) on 9 Nov 2015.

Registration is required for Owners, LPs, and their Delegates.

All other DOB NOW: *Inspections* functions will be available later in 2015.

Registered Users

Owners, LPs, Delegates and All Other Registered Users

Anyone can register for an account. However, only Owners, LPs, and their Delegates can access their Records and use **DOB NOW: Inspections** to:

- ✓ Request Inspections (including withdrawals) and view the Results online
- ✓ Request Gas Authorizations and Plumbing Sign-Offs
- ✓ Assign Delegates (*LPs and Owners only*)
- ✓ View, upload, and download documents
- ✓ Submit documentation to certify certain objections
- ✓ Receive email notifications regarding the Record
- ✓ Submit Self-Certification documentation
- ✓ Enter a PIN (*LPs only*)

DOB NOW: Inspections became available for account registration, account management, and PIN entry on 9 Nov 2015.

Owners

How to Access DOB NOW: Inspections

To access DOB NOW: *Inspections* and take action on Records, Electrical Owners must:

1. **Register for a DOB NOW: *Inspections* account.** DOB NOW: *Inspections* became available for account registration on 9 Nov 2015.
2. **Use one of the following options to gain access to your Records.** These options will be available once the remaining system functionality goes live (in late 2015).
 - **Option 1:** Visit the Customer Service Counter on the 5th Floor at 280 Broadway or the respective Inspection Unit, verify your identity (bring a Photo ID), and ask the Service Representative to add you to each applicable Record.
 - **Option 2:** Ask the LP to add you as a Delegate to each applicable Record.

Licensed Professionals

How to Access DOB NOW: Inspections

LPs that can take actions on Records are:

- ✓ Electricians
- ✓ Elevator Agencies/Inspectors
- ✓ Fire Suppression Contractors
- ✓ General Contractors
- ✓ Master Plumbers
- ✓ Oil Burner Installers
- ✓ Professional Engineers
- ✓ Sign Hangers
- ✓ Registered Architects
- ✓ Registered Landscape Architects

To access **DOB NOW: *Inspections*** and take action on Records, LPs must:

1. Register for a DOB NOW: *Inspections* account
2. Use a PIN for each license that is held.

Licensed Professionals

How to Access DOB NOW: Inspections

Buildings will email a PIN to LPs who will use DOB NOW: *Inspections* to request Inspections. This information was emailed between 2 & 9 Nov 2015 to your business email address on file with the Department's Licensing Unit.

After receiving the PIN, LPs can register for an account and enter the PIN(s) provided by Buildings.

Two emails were sent to the business email address on file with the Department's Licensing Unit:

1. An email containing a link to the account registration and PIN entry instructions
 2. An email containing your PIN and the associated license number. You will receive one email for each license that you hold.
- Once you register for an account and enter your PIN(s), you can take action on the associated Records after the rest of the system goes live in late 2015.
 - If you complete these steps and do not see your Records, visit Customer Service on the 5th floor at 280 Broadway or call 212-393-2340.

Licensed Professionals

How to Access DOB NOW: Inspections

If you:

- Did not receive your PIN, or misplaced your PIN

Visit the Customer Service Counter at 280 Broadway to:

- Verify your identify (*bring a DOB Issued License and/or Photo ID*)
- Obtain your PIN (*PINs cannot be provided over the phone or in the Boroughs*)

You will then need to:

- Register for a DOB NOW: *Inspections* account
- Log in to DOB NOW: *Inspections* and enter the PIN(s) provided by the Customer Service Representative. A PIN will need to be entered for each license that is held
- **Once your entered your PIN(s), you can take action on the associated Records after the system goes live in late 2015.**

Delegates

How to Access DOB NOW: Inspections

The Delegation feature enables Owners and LPs to give system rights to other people, such as Filing Representatives.

A Delegate MUST be a Registered User in order to serve as a Delegate:

- Become a Registered User by registering for a DOB NOW: *Inspections* account (*skip this step if already registered as an Owner or LP*)

Starting in late 2015, Owners and LPs can:

- Delegate responsibility for each applicable Record. Delegates can only be added to a Record using the email address entered during account registration. Once added, Delegates will receive a confirmation email from DOB NOW: *Inspections*.
- **Once an account is linked to a Record via delegation, the Delegate can take action after the system goes live in late 2015.**

Unregistered Users

Starting in late 2015, anyone can use DOB NOW: *Inspections* to search for and view the details below without an account or logging in.

- ✓ **LPs**
- ✓ **Records** (*Jobs, BPP Jobs, Place of Assembly, Permits, Devices, Notices, Work, Applications, Certifications, Sign Off Requests & Gas Authorization Requests*)
- ✓ **Development Inspection Appointments**
- ✓ **Development Inspection Results**
- ✓ **Development Inspection Objections**

Account Registration

Started 9 Nov 2015

Remember:

- Anyone can register for an account.
- Owners, LPs, and Delegates must register for an account.

Video Tutorial



How to Register and Log In to DOB NOW:
Inspections

Licensed Professional: Using Your PIN

Started 9 Nov 2015

- After you register for an account as an LP, you will need to log in and enter a unique PIN provided by Buildings.
- A PIN will need to be entered for each license that is held.

Video Tutorial



How to Use Your PIN

Delegation

Starting Late 2015

- ✓ Owners and Licensed Professionals can share Record permissions with other Registered Users in DOB NOW: *Inspections* by:
 - Selecting the appropriate Record
 - Confirming the intended Delegate via their email address

- ✓ Please note:
 - This process can be repeated to add an unlimited number of Delegates
 - Delegates cannot delegate
 - Owners and LPs can add or remove Delegates at any time
 - Owners and LPs can remove Delegates at any time, no matter who added the Delegate
 - Delegates will be notified by email when they are added or removed
 - Delegates on Cranes Records can submit Self-Certification documentation
 - Delegates on all other Record types cannot submit Self-Certification documentation using DOB NOW: *Inspections*

Delegation

Starting Late 2015

Video Tutorial



How to Add a Delegate

Video Tutorial



How to Remove a Delegate

DOB NOW: *Inspections* Will Replace the Existing Electrical Inspection Portal

Electrical Appointment Request Form

To allow this form to work, you need to enable JavaScript from your browser:

1. From your browser, click the Tools menu, select Options
2. In Firefox 1.5 or later, click Content
3. Check (to enable) Enable JavaScript and Enable Java.
4. Close and restart your browser.

For Mac Users: This request form may not function properly with your Safari web browser. We are hoping to resolve this problem soon. In the meantime, please download the free Mozilla Firefox web browser in order to use this form in the interim. For more information on Mozilla Firefox please visit <http://www.mozilla.org/>. To download the current version of Mozilla Firefox for Macs, please click on the following link: <http://www.mozilla.org/en-US/firefox/all.html>.

You will receive an e-mail confirmation with details pertaining to your inspection request within three (3) business days.
Date: October 12, 2015 * = Required Field

1 Appointment Requester Data

Contact Person*

Company Name*

Contact Number*
 -

Contact Person E-Mail*

The following inspection-related online portal will no longer be used.

[Online Electrical Appointment Request Form](http://www.nyc.gov/html/dob/html/development/forms_online_electrical_appt.shtml)

URL:

http://www.nyc.gov/html/dob/html/development/forms_online_electrical_appt.shtml

Requesting an Electrical Inspection

Starting Late 2015

Owners, LPs, and their Delegates can request the Electrical Inspection types listed below. Permit type dictates the Inspection types available for selection.

Amusement Rides	Electrical inspection 20 Floors and up	Sign Shop – More than 1 Sign
Temporary Amusement Ride	Electrical Withdrawal	Sustainable Energy Installs – Single Family Home
Electrical inspection 1-5 Floors	Field Sign – 1 Sign	Sustainable Energy Installs – Multi Family
Electrical inspection 6-10 Floors	Field Sign – More Than 1 Sign	
Electrical inspection 11-19 Floors	Sign Shop- 1 Sign	

Requesting an Electrical Inspection

Starting Late 2015

Video Tutorial



How to Request an Electrical Inspection

Inspection Scheduling Guidelines

Starting Late 2015

Please note the following:

- A specific Inspection date, time, or desired time of day (AM/PM) cannot be requested.
- Cancellations will be accepted online up to 48 hours prior to the scheduled Inspection. You must call the Department of Buildings at the phone number listed in your appointment confirmation email to cancel an Inspection that is scheduled to take place within 48 hours.
- Each Record can only have one open inspection request at a time, with the exception of BPP.
- LPs and Delegates cannot request an Inspection if the LP has an expired license and/or expired insurance. These rules do not apply to Owners.
- Inspections should only be requested when you are truly prepared for the Inspection.
- Inspections can only be requested by an LP, Owner or their Delegates via DOB NOW: *Inspections* when the Record (Job or Permit) is in an Inspectable status.

Available Records in DOB NOW: *Inspections*

- The Records available in DOB NOW: *Inspections* are only those that are in an Inspectable Status (see the following slide).
 - You will need to use BISWeb to find historical data.

Sign Shop and Electrical Permits Statuses

Sign Shop and Electrical Status Values	Inspectable
Assigned To Inspector	Yes
Awaiting Inspection Request	
HPD Job Await Insp Request	
No Access	
No Job Progress	
Objection Pending At Owner	
Objectn Pending At Contractor	
Sign Shop Job Await Insp Rqst	
Admin Closure (Minor Work)	No
Closed/Cancelled	
Completed	
Location Problem	

Inspections can only be requested by an LP, Owner, or their Delegate via DOB NOW: Inspections when the Permit or Job is in an inspectable status (listed in the table).



Inspection Contact

Starting Late 2015

Inspection type: Electrical inspection 1-5 Floors

Step 2: Location and Contact

Verify whether the Inspection Contact person for the selected inspection is correct.

Location

280 Broadway New York NY 10012

Contact

Christine DeMartini
212-555-5555

[Change Contact](#) ▼

Remember:

- Use this screen to confirm the Contact listed will be on-site to meet the Inspector. You can click 'Change Contact' to update if necessary.
- If the Inspection type requires the LP to present, the LP must be on-site for the Inspection.
- The Contact listed here must be qualified for the Inspection being performed.

Inspection Request Received

Starting Late 2015

From: [DO NOT REPLY@buildings.nyc.gov](mailto:DO_NOT_REPLY@buildings.nyc.gov) [mailto:DO_NOT_REPLY@building]
Sent: None
Subject: Inspection Request Received from DeMartini, Christine - 001



Receive an email confirming that your request has been received.



The Department of Buildings has received your request for an inspection of type **Electrical inspection 1 – 5 Floors** at **280 BROADWAY, Manhattan, NY 10007** for Job Number [300000001](#). Your inspection will be scheduled for the first available date and time, and you will receive a follow-up email with the date and time of your inspection appointment.

This is an automated message; please do not reply. If you have questions or concerns, please contact the Department of Buildings at MNelectricalIR@buildings.nyc.gov

Sincerely,

NYC Department of Buildings



Receiving an Inspection Schedule

Starting Late 2015

Receive an email with the
Inspection date and time
prior to the Inspection



From: DO_NOT_REPLY@buildings.nyc.gov [mailto:DO_NOT_REPLY@buildings.nyc.gov]
Sent: None
Subject: Inspection Scheduled for DeMartini, Christine - 003



An inspection of type **Electrical inspection 1 – 5 Floors** has been scheduled on **10/23/2015** at approximately **9:30AM** for **DeMartini, Christine** at **280 BROADWAY, Manhattan, NY 10007** for Job Number [300000001](#).

A contact from your company must be present during the Inspection; if this is not possible at the date and time provided, please log into [Inspection Ready](#), to cancel the inspection and request a new inspection. If you need to cancel less than two business days prior to the scheduled inspection, please call the Department of Buildings at 212-393-2462.

This is an automated message; please do not reply. If you have questions or concerns, please contact the Department of Buildings at MNElectricalIR@buildings.nyc.gov.

Sincerely,

NYC Department of Buildings



Receiving Preliminary Results via Email

Starting Late 2015

From: DO_NOT_REPLY@buildings.nyc.gov [mailto:DO_NOT_REPLY@buildings.nyc.gov]
Sent: None
Subject: Inspection Result for DeMartini, Christine - 004



An inspection of type **Electrical inspection 1 – 5 Floors** has been completed for **Christine DeMartini** at **280 BROADWAY, Manhattan, NY 10007**. The status/disposition of your inspection is **Pass** for Job Number **300000001**. These inspection results are subject to supervisory review and are not official until reflected as Final in [Inspection Ready](#).

This is an automated message; please do not reply. If you have questions or concerns, please contact the Department of Buildings at MNelectricalIR@buildings.nyc.gov.

Sincerely,

NYC Department of Buildings

Receive an email with preliminary results



Receiving Final Results via Email

Starting Late 2015

From: [DO NOT REPLY@buildings.nyc.gov](mailto:DO_NOT_REPLY@buildings.nyc.gov) [mailto:[DO NOT REPLY@buildings.nyc.gov](mailto:DO_NOT_REPLY@buildings.nyc.gov)]

Sent: None

Subject: Inspection Result for DeMartini, Christine - 004



Click here to view
results online



The Final Status / Disposition of you **Electrical inspection 1 – 5 Floors** inspection for **DeMartini, Christine** at **280 BROADWAY, Manhattan, NY 10007** for Job Number [300000001](#) is **Pass-Final**.

This is an automated message; please do not reply. If you have questions or concerns, please contact the Department of Buildings at MNelectricalIR@buildings.nyc.gov.

Sincerely,

NYC Department of Buildings



Viewing Results Online

Starting Late 2015

Upcoming Inspections:
>>Request an Inspection
*You have not added any inspections.
Click the link above to schedule or request one.*

Completed Inspections: (1)
Pass-Final - 1

Pass-Final Boiler/Burner Wiring - 1-3 Units (5188) [View Details](#)
Resulted on 10/26/2015 at 07:00 AM

View online Inspection Results

Viewing Results Online

Starting Late 2015

Video Tutorial



How to View Inspection Results

Viewing Objections, Including Certifiable Objections

Starting Late 2015

- If an Objection is observed in the field and it does not require Buildings to return to the site for a Re-inspection, it is called a Certifiable Objection.
- You can view all Objections using DOB NOW: *Inspections*, including those that are Certifiable.
 - ✓ Owners, LPs, or Delegates can resolve Certifiable Objections by uploading documentation into DOB NOW: *Inspections*.
- FYI, all Objections opened prior to the launch of DOB NOW: *Inspections* cannot be certified in DOB NOW: *Inspections*. A re-Inspection must be requested.

Viewing Objections, Including Certifiable Objections

Starting Late 2015

The screenshot shows a web application interface with a navigation bar containing 'Home' and 'Buildings' tabs. Below the navigation bar is a search bar with the text 'Select an Online Service | Search Records | Access My Records'. The main content area displays 'Record 7894152002: Click here for more information' and 'Electrical Permit'. An orange banner contains the following text: 'This record was locked by REQUIREMENT on 10/26/2015. Condition: Floor 001:36-CONDUCTORS ARE NOT PROPERLY COLOR CODED Severity: Required Total Conditions: 4 (Required: 4)'. A red circle highlights the link 'View additional details' at the bottom left of the banner, with a red arrow pointing to it.

You will see an orange banner when there are Objections on your Record. To view all Objections on the Record, click 'View Additional Details'.

Viewing Objections, Including Certifiable Objections

Starting Late 2015

- The page will default to show only Unresolved Objections.

Certifiable Objections

Non-Certifiable Objections

Conditions of Approval

[View Those Met](#)
Showing 1-4 of 4

Objections - 4 Open

Certifiable

Floor 001:29-OUTLET BOXES ARE NOT COVERED
Boxes must be covered
Open | 10/26/2015

Floor 001:36-CONDUCTORS ARE NOT PROPERLY COLOR CODED
Color coding must be used
Open | 10/26/2015

Non-Certifiable

Floor 001:19-DEFECTIVE WIRING IS IN USE
Defective wiring, must be removed and re-wired
Open | 10/26/2015

Floor 001:265-HIGH LEG NOT PROPERLY IDENTIFIED/INSTALLED
Not installed
Open | 10/26/2015

Viewing Objections, Including Certifiable Objections Starting Late 2015

Conditions of Approval

View Those Met
Showing 1-4 of 4

Objections - 4 Open

Certifiable

Floor 001:29-OUTLET BOXES ARE NOT COVERED
Boxes must be covered
Open | 10/26/2015

Floor 001:36-CONDUCTORS ARE NOT PROPERLY COLOR CODED
Color coding must be used
Open | 10/26/2015

Non-Certifiable

Floor 001:19-DEFECTIVE WIRING IS IN USE
Defective wiring, must be removed and re-wired
Open | 10/26/2015

Floor 001:265-HIGH LEG NOT PROPERLY IDENTIFIED/INSTALLED
Not installed
Open | 10/26/2015

The Objection Description contains the floor and the Objection Type info

Viewing Objections, Including Certifiable Objections Starting Late 2015

Conditions of Approval

[View Those Met](#)

Showing 1-4 of 4

Objections - 4 Open

Certifiable

Floor 001:29-OUTLET BOXES ARE NOT COVERED
Boxes must be covered
Open | 10/26/2015

Floor 001:36-CONDUCTORS ARE NOT PROPERLY COLOR CODED
Color coding must be used
Open | 10/26/2015

Non-Certifiable

Floor 001:19-DEFECTIVE WIRING IS IN USE
Defective wiring, must be removed and re-wired
Open | 10/26/2015

Floor 001:265-HIGH LEG NOT PROPERLY IDENTIFIED/INSTALLED
Not installed
Open | 10/26/2015

Click here to expand the list to include Resolved Objections

Viewing Objections, Including Certifiable Objections Starting Late 2015

Objection
Status is
displayed per
Objection

Conditions of Approval

Hide Those Met
Showing 1-5 of 5

Objections - 4 Open, 1 Resolved

Certifiable

Floor 001:29-OUTLET BOXES ARE NOT COVERED
Boxes must be covered
Open | 10/26/2015

Floor 001:36-CONDUCTORS ARE NOT PROPERLY COLOR CODED
Color coding must be used
Open | 10/26/2015

Floor 001:275-GROUNDING ELECTRODE CONDUCTOR IS DEFECTIVE
Must be replaced
Resolved | 10/26/2015

Non-Certifiable

Floor 001:19-DEFECTIVE WIRING IS IN USE
Defective wiring, must be removed and re-wired
Open | 10/26/2015

Floor 001:265-HIGH LEG NOT PROPERLY IDENTIFIED/INSTALLED
Not installed
Open | 10/26/2015

Viewing Objections, Including Certifiable Objections

Starting Late 2015

Video Tutorial



How to Certify Objections

Collections

Starting Late 2015

- Collections are used to group and organize Records in DOB NOW: *Inspections*, for easy access.
- You can create Collections for Records that you frequently navigate to, or create Collections to organize your Records by other factors such as Records on the same Job, Record Type, Date, etc.
- Records can be added to or removed from a Collection at any time.
- All Records will still be visible in the “Access My Records” list and will remain searchable using the General Search feature whether or not they are in a Collection.

DOB NOW: *Inspections* Emails

Starting Late 2015

- The emails on the next slide will be sent to Owners, LPs, and their Delegates, only if they have a DOB NOW: *Inspections* account.
- Add DO_NOT_REPLY@buildings.nyc.gov to your 'Safe Sender' list

DOB NOW: *Inspections* Emails

Starting Late 2015

System-generated emails will be sent at each milestone in the Inspection process.

Notification List	Email
All Registered Users on the Record (Owner, LP, Delegates)	<ul style="list-style-type: none"> • Inspection Request received • Inspection scheduled, rescheduled, or cancelled • Preliminary & Final Inspection Results • Certification of Objection documents accepted or rejected • Certification documentation approved, technically rejected, or administratively rejected (Boilers) • Certification documentation received (Cranes and Plumbing) • Gas Authorization request approved, denied, or additional documents are required • Plumbing Sign Off request approved, denied, or additional documents are required • Advanced Notice Inspection is scheduled
Delegate	<ul style="list-style-type: none"> • Registered User has been added or removed as a delegate
Registered User	<ul style="list-style-type: none"> • Notification to activate the DOB NOW: <i>Inspections</i> account • Notification that the account is locked • Password has been reset (via the Forgot My Password link)
LP (business email address on file with the Licensing Unit)	<ul style="list-style-type: none"> • A PIN is sent to a brand new LP • A PIN assigned to the LP has been used

DOB NOW: *Inspections* Emails

Starting Late 2015

Attachments

Please review attachments related to this Record below.

- Click the 'Upload Attachment' button to upload additional or supporting attachments for this Record.
- Click the 'Actions' button to view attachment details for this Record.

Name	Entity Type	Type	Size	Description
Inspection Request Received from U...-1438187797964.eml	Record	External Communications	2.17 KB	
Inspection Scheduled for UAT Teste...-1438188672111.eml	Record	External Communications	3.83 KB	
Inspection Scheduled for ElecCW2.Su...-1438188999033.eml	Record	External Communications	3.85 KB	
Inspection Report 20150729 130237.pdf	Record	Inspection Report - PRELIMINARY	20.03 KB	
Inspection Report 20150729 130608.pdf	Record	Inspection Result Report - FINAL	20.16 KB	
Notice of Electrical Compliance 20150729 130618.pdf	Record	Notice of Electrical Compliance - FINAL	32.93 KB	07/29/2015 Actions Electr Permi Z027

System-generated correspondence and documents (such as cards) will appear in the Attachments section

DOB NOW: *Inspections* Online Resources

Available later this month on the DOB NOW: *Inspections* website at the link below:
http://www.nyc.gov/html/dob/html/development/insp_ready.shtml

Online User Manuals	
Account Registration and Management*	Inspections - Requesting Cancelling and Viewing Results*
Using your PIN*	Plumbing Advance Notice and Results-Only Certifications*
Searching	Boilers Certifications*
Delegating Responsibilities*	Plumbing Sign Off & Gas Authorization*
Grouping Records*	Elevator Re-Inspections & Expedited Inspections
Cranes & Derricks Certifications*	PVTs - How to Submit Inspection Documentation*
Certifying Objections*	Where to Go for Help
Browser Requirements	

* An online Video Tutorial will also be available



Inspection Downtime

Unit	Last Inspection Request	Dates of No Inspections	Inspection Resume Date
Electrical	30 Nov	4 – 7 Dec	8 Dec

Questions + Answers

**Send your questions to:
InspectionReady@buildings.nyc.gov**

Include “Industry Session” in the Subject Line

Meeting Materials are available here:

http://www.nyc.gov/html/dob/html/development/insp_ready.shtml