

SERVICE UPDATE

Periodic Elevator Inspections Must be Performed by Approved Agency on Behalf of Owner

Beginning January 1, 2022, owners are responsible for the required periodic elevator inspections listed in [Table N1 of ASME A17.1, as modified by Chapter K1 of Appendix K of the New York City Building Code](#). The periodic inspection must be performed by an approved elevator agency on behalf of the owner, [see Article 304 of Title 28 of the NYC Administrative Code](#). Inspections will no longer be performed by Private Elevator Agency Directors/Inspectors on behalf of the Department of Buildings.

Other changes to the periodic inspection requirements include:

- Periodic inspections must be performed between January 1 and December 31 of each year, at least 90 days from the date of any Category 1 testing or previous periodic inspection.
- Initial periodic inspections on new installations must be performed in the calendar year following the final acceptance test.
- Periodic inspections must be performed by an approved elevator agency and cannot be affiliated with the agency performing the maintenance.
- Witnessing agencies are not required to witness the periodic inspections.

Filing Deadlines

Periodic Elevator Inspection Report Submission Deadline to DOB	Deadline for Correcting Defects Identified in the Periodic Elevator Inspection Report	Deadline for Submitting Affirmation of Correction to DOB
Within 14 days of the date of the periodic inspection	Within 90 days of the date of the periodic inspection	Within 14 days of the date the corrections were made

Review [Local Law 126 of 2021](#) (Article 304 of Title 28 of the Administrative Code) for a full description of the changes to the periodic elevator inspection requirements that will become effective January 1, 2022.

DOB has proposed rules governing the filing requirements, filing fees, and penalties related to elevator inspections. These [proposed rules](#) can be viewed on the Department’s website.

Periodic inspection reports must be submitted in DOB NOW: *Safety*. Instructions on how to submit the reports in DOB NOW will be posted on the Department’s website before the first inspection report is due.