UPCOMING CHANGE

Special Inspection Agencies: Requirements to Register

Special Inspection Agencies must be registered with the Department of Buildings by November 13, 2012. Online registration begins May 14, 2012.

Registration Classes
There are three special inspection classes: Class 1, Class 2 and Class 3. Each class is defined based on the scope of work the Special Inspection Agency will perform under 1 RCNY §101-06.

Qualifications
All Special Inspection Agencies must ensure that the special inspectors employed by the agency meet the qualification requirements set forth in Appendix A of 1 RCNY §101-06.

Accreditation
Special Inspection Agencies must obtain accreditation for all Class 1 inspections by May 13, 2013.

Insurance
Special Inspection Agencies must obtain insurance to perform special inspections. Registered architects and professional engineers must have $500,000 in professional liability insurance. At least $1,000,000 per occurrence general liability insurance is already required for licensed trades. All Special Inspection Agencies must have workers’ compensation insurance or a waiver.

Service of Process
All Special Inspection Agencies must maintain a New York City address or have an agent in New York State to accept service.

Agencies’ Composition
A special inspection agency must have one full-time primary director and can have up to four alternative full-time directors. The directors must not be an employee of any other agency that provides special inspection or testing services.

To learn more about Special Inspection Agency requirements, see 1 RCNY §101-06 or visit the OTCR section page on our website.