

UPCOMING CHANGE

2014 NYC Construction Codes: Notification of Suspended Scaffold Installation + Removal

Under the 2014 NYC Construction Codes, new notification requirements are in effect for suspended scaffold installations and removals. For more information, see 2014 NYC Building Code §3314.4.1.5 2014 NYC Administrative Code Table 28-112.8.

1. The Department must be notified of the installation and removal of *all* adjustable suspended scaffolds.
2. Notification is required at least 24 hours, but no more than 48 hours:
 - a. Prior to the initial installation of an adjustable suspended scaffold at the jobsite.
 - b. Prior to the final removal of an adjustable suspended scaffold from the jobsite.

Notification *is not required* for the relocation of an adjustable suspended scaffold to a new drop on the same building.

3. Notification shall be made by a licensed rigger, licensed sign hanger or a registered design professional. The notification shall be made by the licensed rigger or sign hanger supervising the installation or removal of the adjustable suspended scaffold.

For installations or removals that are not supervised by a licensed rigger or sign hanger, the notification shall be made by the licensed rigger, licensed sign hanger, or the registered design professional (a New York State professional engineer or a New York State registered architect) who designed the scaffold.

4. **Registration for registered design professionals.** For a registered design professional to make a notification, he or she must submit a Professional/Agency Identification Card Application to register with the Department as a licensed professional. The registration form is available on the [Department website](#) at nyc.gov/buildings.

5. **To notify the Department, call (212) 393-2550 and provide the following information:**
 - a. Type of equipment;
 - b. Location of the use or installation;
 - c. Date of the installation or removal;
 - d. The number of stories of the building where the equipment will be used; and
 - e. License number and license PIN number.

6. **A Department representative will provide an individual confirmation number.** The confirmation number will be valid until the scaffold is removed from the jobsite.

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7. **A \$35.00 fee will be charged when the installation notification is made, and a subsequent \$35.00 fee will be charged when the removal notification is made.**
8. **Re-notification required if scaffold not installed or removed.** If the adjustable suspended scaffold is not installed or removed within the specified 24 to 48 hour window, the licensee or registered designed professional who made the notification must call the department and cancel the notification. When the scaffold is ready to be installed or removed, the licensee or registered design professional must notify the department within the specified 24 to 48 hour window.
9. **Notification required for each type of scaffold.** A separate notification is required for each *type* of adjustable suspended scaffold utilized at the jobsite (such as C-hook scaffolds, outrigger beam scaffolds, multipoint scaffolds, etc.). A separate notification is not required for each *individual* scaffold.
10. **Sixty day re-notification is no longer required.** All adjustable suspended scaffolds, regardless of when they were installed, are no longer required to provide a 60-day notification after December 30, 2014.