This inspectional guide is intended only as a general guide for FDNY personnel who conduct inspections of buildings under construction demolition and abatement. Full compliance with the Building Code, Fire Code and Rules of the City of New York: Title 3 Fire Department Rules and other applicable laws, rules and regulations are still required.

This guide should be utilized by the Chief or Company officer as a vehicle to provide additional information when needed. In addition to this guide there is an inspection form for buildings under construction and demolition, which will primarily enforce the Fire Code for maintenance related items.

### DEFINITIONS & INSPECTION REQUIREMENTS:

**Construction** is defined by the Building Code as: “Any or all work or operations necessary or incidental to the erection, demolition, assembling or equipping of buildings, or any alterations and operations incidental thereto.” (BC 3302.1)

**Construction site:** Any location at which a building, structure, premises or facility is undergoing construction, alteration or demolition. (FC 1402.2)

**Enforcement of Fire Safety at Construction Sites.**

Construction sites are subject to regular inspection by the Department. Such inspections may include enforcement of Construction Code requirements pursuant to the authority granted to the Department by Administrative Code §28-103.1. Inspection frequency will be determined by the Department based on an assessment of the risks associated with the construction, alteration and/or demolition work being conducted. **Construction sites at which a building more than 35 feet in height or with a footprint of more than 7,500 square feet is being constructed or demolished will be inspected by the Department at least once every 30 days when construction or demolition operations are in progress, unless the Department’s risk assessment of the specific construction site indicates a heightened or diminished risk warrants a different inspection frequency.** (3RCNY 1401-01(b)(1))

The owner of every premises upon which construction, alteration or demolition operations are being conducted, the construction manager, project manager, general contractor and any other person in charge of such construction site, shall cooperate with the Department in its inspections of the construction site, including providing or arranging for access to and around the construction site, inspection of records, and communication with the owner or his or her design professionals, managers or contractors, as necessary or appropriate. The fire safety manager, where required pursuant to FC1408, shall provide such assistance; or, where no fire safety manager is required, such assistance shall be provided by the liaison required by FC2703.9.1.1 in connection with the storage, handling or use of hazardous materials or other appropriate representative of the owner, construction manager, project manager or general contractor. (3RCNY 1401-01(b)(2))

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ORDER TO DISCONTINUE WORK PURSUANT TO THE FIRE CODE:

A) Whenever the Fire Commissioner finds any work regulated by the Fire Code or the rules being performed in a manner contrary to the provisions of the Fire Code or rules, any design and installation document approved by the Department, or any condition of a permit, or otherwise being performed in an unsafe manner, the Fire Commissioner may issue an order to discontinue work. (FC 111.1)

Commentary
- The Fire Department’s enforcement authority under this section is limited to ordering work to stop with respect to specific materials, operations and facilities regulated by the Fire Code or Fire Department rules.
- A Fire Department representative is authorized to issue an order to discontinue work when the work does not comply with the Fire Code or Fire Department rules.
- FDNY personnel who observe a serious violation of the Fire Code or Fire Department rules while performing and/or conducting activities in a manner contrary to the provisions of the Code or rules may order work to be discontinued unless and until such activities can be safely performed. For example, hot work being performed without a fire watch and portable fire extinguishers can be halted. This does not mean that FDNY personnel can thereupon order all work to stop at the construction site.
- Upon issuance of a violation, all related activity identified in the notice must immediately cease, except as expressly permitted to correct the violation.

B) An order to discontinue work shall be in writing and shall be issued to the owner or other person authorizing, supervising, or engaging in the work. Upon issuance of an order to discontinue work, the cited work shall immediately cease. (FC 111.1)

C) The order to discontinue work shall state the reason for the order, and the conditions under which the cited work may resume. (FC111.2)

Commentary
- The order to discontinue work is to be in writing and must cite the reason for issuing the order and how to correct the violation.
- Related activities that are outside of the scope of the issue involved with the discontinue work order are not affected and need not be discontinued; thus, the scope of the order must be clearly stated.

D) Where an emergency exists, the commissioner shall not be required to give written notice prior to ordering the work discontinued. (FC 111.3)

Commentary
- FC111.3 gives the Fire Department Official the authority to discontinue the work in dispute immediately when, in his or her opinion, there is an unsafe emergency condition that has been created by the work. The need for written notice is suspended for this situation so that the work can be discontinued immediately. After the work is discontinued, immediate measures should be taken to correct the violation.
Any violations pertaining to the Building Code, which may necessitate the issuance of a DOB Stop Work Order, should be immediately reported to the Department of Buildings.

Note: This section is not intended to shut down construction at the entire site. This section allows the Fire Department to stop specific work not in compliance with the Fire Code or the rules. (Ex: a torch operator not operating in compliance with the codes or rules.) DOB is the only agency that can shut construction down on the entire site.

*When a hazardous operation is performed, both an Immediate Summons and a VO containing an order to discontinue work should be issued. Both enforcement tools should cite the appropriate section of law and be properly served. If the VO is not complied with within an appropriate time frame, additional summonses should be issued for non-compliance with the VO.

See the Standard Form of Orders ODW-1, the information provided within this guide is also provided in the Standard Form of Orders.

PERMITS:

A) Units shall ensure that the required written permit from the Buildings Department authorizing construction, demolition or alteration is present at the site. It shall be unlawful to construct, alter, repair or demolish any building in the city until a written permit from the Commissioner of the Department of Buildings has been issued.

Copies of all permits should be displayed in a conspicuous location readily visible by the public.

If DOB Permit is not present at the site, units shall forward a High Priority Referral Report.

B) Construction activities normally are limited to Monday through Friday, from 7 a.m. to 6 p.m. However, where circumstances warrant it, the Department of Buildings will issue a permit variance for after hours or weekend work, 9 a.m. to 5 p.m. The permit for after-hours or weekend work must be displayed to demonstrate that permission has been given.

FDNY units inspecting sites shall check that the DOB Permit and/or After Hours Variance Permit are/is posted.

Copies of all permits should be displayed in a conspicuous location readily visible by the public.

If DOB Permit is not present at the site, units shall forward a High Priority Referral Report.
SIGNs:

A) At a height of no more than 12 feet above the ground on each perimeter of a construction or demolition site fronting a public thoroughfare, a sign shall be erected containing the following information:  

- The name, address and telephone number of the owner of the property  
- The name, address and telephone number of the general contractor  
- The phone number for reporting complaints  

**Action:** VO (FSC-1) for sign (Comply Forthwith)  

(BC 3301.9.2 and 3301.9.3)

B) Following the receipt of a permit to erect a sidewalk shed, the permit holder shall post a readily visible sign on the sidewalk shed. Such sign shall include:  

- The name, address and telephone number of the permit holder  
- The Permit number; and  
- The expiration date of the permit  

**Action:** VO (FSC-27) for sign (Comply Forthwith)  

A-8 to DOB for no permit  

(BC 3301.9.5)

C) Following the receipt of a permit to erect or suspend a scaffold, or erect a material or personnel hoist, the permit holder shall post a sign. Such sign shall be plainly visible from the street and include the name, address, telephone number of the permit holder, and permit number. The sign shall also include the expiration date of the permit.  

**Action:** VO (FSC-27) for sign (Comply Forthwith)  

A-8 to DOB for no permit  

(BC 3301.9.6)

SAFE GUARDS AND MAINTENANCE OF THE SITE:

A) All exposed, electrically charged, moving or otherwise dangerous parts of machines and construction or demolition equipment shall be located, guarded, shielded, or barricaded so as to prevent contact by the public.  

**Action:** VO (SP-1) (Comply Forthwith)  

(BC 3303.1.1)

B) Hose lines, wires, ropes, pipes, chains and conduits shall be located so that they will not constitute a tripping hazard. Where it is necessary to carry such lines across sidewalks, or any public way, they shall either be suspended at least 8 feet above the walks, or suitable chamfered planks or a pedestrian bridge shall be provided.  

**Action:** VO (SP-1) (Comply Forthwith)  

(BC 3303.1.2)

C) Contractor’s sheds and offices located within 30 feet of new Construction or existing buildings shall be made of metal or other noncombustible material. Fire Retardant treated wood may be used when protected from the weather.  

**Action:** VO (SP-1)  

(BC 3303.1.3)
D) In addition to the requirements of this chapter, the use of internal combustion-powered equipment shall also comply with the New York City Fire Code, see line E. (BC 3303.1.4)

E) Internal-combustion-powered construction equipment shall be used in accordance with the following requirements: (FC 1416.1)

- Equipment shall be located so that exhausts do not discharge against combustible material.
- Exhausts shall be piped to the outdoors.
- Equipment shall not be refueled while in operation.
- Fuel for equipment shall be stored in an approved outdoor area, and shall be moved in approved containers not to exceed 5 gallons.

**Action:** VO (SP-1) (Comply Forthwith)

F) The location of all existing utilities and service lines shall be determined and adequate measures taken, or devices provided, to safeguard the public and property before such utilities are disturbed. If any utility is to be removed, relocated, or have its service interrupted, the utility company or city agency affected shall be notified at least 72 hours in advance. (BC 3303.2.1)

**Action:** VO (SP-1) (Comply Forthwith)

G) No street or sidewalk shall be closed either in whole or in part without a permit from the Department of Transportation. Such permit shall be displayed at the job site. The closing or temporary use of streets or sidewalks or the obstruction of any part thereof shall comply with the requirements of the department of transportation. (BC 3303.3)

**Action:** Request DOT Rep to the scene

H) All areas used by the public shall be maintained free from ice, snow, grease, debris, equipment, materials, projections, tools, or other items, substances, or conditions that may constitute a slipping, tripping, or other hazard. (BC 3303.4.1)

**Action:** VO (SP-1) (Comply Forthwith)

I) Waste dumpsters, debris boxes and skip boxes. Waste dumpsters, debris boxes and skip boxes shall comply with the following: (BC 3303.4.2)

- Waste dumpsters, debris boxes and skip boxes shall be secured by rope, cable or chocking at wheels at the end of the workday in order to prevent movement.
- Such waste dumpsters, debris boxes and skip boxes shall not be placed at the edge of the building at any time, except when being moved from the floor or building.
- Containers containing debris or waste shall be covered at the end of the workday and at any time when full to near the rim. Containers need not be covered when they are not in use or while stored in a fully enclosed space at the end of the workday.
Skip Boxes - a debris box used for community garbage collection and general construction applications.

Action: VO (SP-1) (Comply Forthwith)

J) Sufficient containers of metal, canvas, plastic or other material acceptable to the commissioner shall be available for the storage of all garbage and debris. (BC 3303.4.3)

Action: VO (SP-1) (Comply Forthwith)

K) Debris control shall comply with the following: (BC 3303.4.4)

- All debris shall be cleaned off floors daily.
- The roof of the sidewalk shed and the street shall be cleaned of construction or demolition debris daily.

A daily inspection shall be made for construction or demolition debris on all floors and if the building is a major building, such inspection shall be noted in the site safety log.

Action: VO (HK-1) (Comply Forthwith)

L) Storage of materials during construction or demolition. Materials stored on the floors of a building during construction or demolition operations shall comply with Sections 3303.4.5.1 and 3303.4.5.2. Housekeeping shall be conducted as follows: (BC 3303.4.5.1)

- When not being used, materials, equipment and tools that might fall from levels above areas used by the public shall be kept away from edges or openings.
- When exterior walls are not in place, stored material shall be kept at least 10 feet (3048 mm) back from the perimeter of the building. However, when the floor area is less than 1,000 square feet (304.8 square meters), stored material may be kept not less than 5 feet (1524 mm) back from the perimeter of the building.
- Material may be stored between 5 and 10 feet (1524 and 3048 mm) back from the perimeter of the building when such material weighs less than 750 pounds (340.2 kg).

Material stored on floors of a building or elsewhere on the site shall be secured when not being used.

Action: VO (SP-1) (Comply Forthwith)

M) Storage of materials at top working floors shall comply with the following: (BC 3303.4.5.2)

- Material may be stored within 2 feet (610 mm) of the edge of a building provided that such material is stored not more than two stories below the stripping operation on concrete structures, or the uppermost concrete floor on steel frame structures. Such material shall be secured against accidental movement. Storage of material on all other floors shall conform to BC Section 3303.4.5.1 and shall be secured when not being used.
• No material shall hang over the edge of a building unless banded and braced preparatory to relocation at the end of the workday. Where such material is so banded and braced, it may overhang the floor of the stripping operation by not more than one-third of its length so long as it is relocated on the next workday for concrete operations.

• Where the steel mill and lumber mill are located, material may overhang for relocation until the next workday. No more than two floors shall be designated as steel mills or lumber mills.

**Action:** VO (SP-1) (Comply Forthwith)

### Waste Disposal

N) Combustible waste, including rubbish and construction and demolition material, shall not be accumulated within buildings and shall be removed from buildings at the end of each work shift, but at least once a day. Combustible waste, including rubbish and construction and demolition material, shall be removed from the site or stored in noncombustible containers.

(FC 1404.2)

**Note:** Combustible waste material in excess of 15 cubic yards shall be removed daily before the close of the day’s work. (BSA Rule, 2 RCNY 3-02(i)(18)) and (FC 1404.2)

**Action:** VO (HK-1) (Comply Forthwith)

O) Storage of combustible materials in buildings shall be maintained in a neat, orderly manner.

(FC 315.2)

**Action:** VO (HK-2) (Comply Forthwith)

P) Storage shall be separated from heaters or heating devices by distance or shielding so that ignition cannot occur.

(FC 315.2)

**Action:** VO (HK-2) (Comply Forthwith)

Q) Storage shall be maintained 2 feet or more below the ceiling in non-sprinklered areas of buildings and a minimum of 18 inches below sprinkler head deflectors in sprinklered areas of buildings.

(FC 315.2.1)

**Action:** VO (HK-3) (Comply Forthwith)

VO (HK-4) (Comply Forthwith)

R) Combustible material shall not be stored in exits or exit enclosures.

(FC 315.2.2)

**Action:** VO (EG-1) (Comply Forthwith)

S) Combustible material shall not be stored in boiler rooms, mechanical rooms or electrical equipment rooms.

(FC 315.2.3)

**Action:** VO (HK-5) (Comply Forthwith)
T) Combustible waste containers larger than 40 gallons shall have lids and must be made of metal or approved combustible material.  

   Action: VO (HK-9) (Comply Forthwith)

(U) Dumpsters and containers with an individual capacity of 1.5 cubic yards (40.5 cu. ft.) or more shall not be stored in buildings or placed within 5 feet of combustible walls, openings or under roof eave lines.  

   Exception: Dumpsters or containers in areas protected throughout by a sprinkler system.  

   Action: VO (HK-10) (Comply Forthwith)

(V) Materials susceptible to spontaneous ignition, such as oily rags, shall be stored in a listed disposal container (Self-closing lids). Contents shall be removed and disposed of daily.  

   Action: VO (HK-6) (Comply Forthwith)

   VO (HK-7) (Comply Forthwith)

(W) Shelf storage of flammable and combustible liquids shall be maintained in an orderly manner.  

   Action: VO (HM-9) (Comply Forthwith)

(X) It shall be unlawful to store rubbish or other combustible waste in a manner that creates a fire hazard.  

   Action: VO (HK-1) (Comply Forthwith)

(Y) No material shall be dropped or thrown outside the exterior walls of a building.  

   Action: VO (SP-1) (Comply Forthwith)

(Z) Chute enclosures shall comply with the following requirements:  

   • Material chutes that are at an angle of more than forty-five degrees with the horizontal shall be entirely enclosed on all sides, except for openings at the floor levels for the receiving of materials. Such openings shall not exceed 48 inches (1219 mm) in height, measured along the wall of the chute, and all openings, except the top opening, shall be closed and secured when not in use.  

   • Chutes at an angle of less than forty-five degrees with the horizontal may be open on the upper side.  

   Action: VO (SP-1) (Comply Forthwith)
Chute construction shall comply with the following requirements: **(BC 3303.5.2.2)**

- Every chute used to convey waste material from a building shall be rigidly supported and braced throughout its height. Chutes less than 24 inches (610 mm) in maximum dimension shall be constructed of not less than 1-inch (25.4 mm) (nominal) wood or ⅛ inch (3.18 mm) thick steel. Chutes more than 24 inches (610 mm) in maximum dimension shall be constructed of not less than 2-inch (51 mm) (nominal) wood or 3/16 inch (4.76 mm) thick steel.
- Chutes shall be provided with a metal impact plate where material is forced to change direction while falling.
- A gate shall be provided at the lower end of every chute to control the loading of material into trucks and to close the chute at all other times. Splashboards or baffles shall be erected to prevent materials from rebounding into the street or under the sidewalk shed.
- A bumper or curb at least 4 inches by 4 inches (102 by 102 mm) in section shall be provided at each chute opening where such opening is level with, or below, the floor or platform. Every space between the chute and the edge of the opening in the floor or platform shall be solidly planked.

**Action:** VO (SP-1) (Comply Forthwith)

AA) When used in the following applications, all chutes constructed of combustible material shall be covered on the exterior with corrugated steel sheeting having a minimum thickness of 24 gauge through their entire height. Alternatively, chutes shall be constructed of non-combustible material: **(BC 3303.5.2.3)**

- Chutes exceeding 75 feet (22 860 mm) in height.
- Alteration, repair or partial demolition of buildings where the main use or dominant occupancy is in Group I. *(Group I = Institutional Ex; Hospitals)*

**Action:** VO (SP-1) (Comply Forthwith)

BB) All structural supports of material chutes shall be of noncombustible material. **(BC 3303.5.2.4)**

**Action:** VO (SP-1) (Comply Forthwith)

CC) Where salamanders or other heating equipment are used to provide temporary heating during the placing of concrete for a floor, an escape hatch shall be provided from the floor where the concrete is being placed and shall extend through at least one story immediately below such floor. The escape hatch shall be located as near to the center of the building as practical. **(BC 3303.6)**

**Action:** VO (SP-1) (Comply Forthwith)
DD) The escape hatch shall be constructed with at least two ladders enclosed in a metal shield. The ladders shall extend from a distance of 3 feet (914 mm) above the floor under construction to at least two stories below, unless such floor is less than two stories above the lowest floor. The metal shield shall enclose the ladders on all sides from the top of the floor where the concrete is being placed to at least the top of the floor next below. The inside dimensions between faces of the shield shall be not less than 3 feet 8 inches (1118 mm).

Action: VO (SP-1) (Comply Forthwith)

EE) The space between the shield and the perimeter of the opening in the floor under construction and also between the shield and the perimeter of the opening in the floor next below, shall be decked over with 2-inch (51 mm) or heavier planking covered with plywood or sheet metal so as to make the decking smoke tight. At the termination of the ladders, the opening in the floor shall be covered completely with 2-inch (51 mm) planking or other material of equivalent strength.

Action: VO (SP-1) (Comply Forthwith)

FIRE PROTECTION SYSTEMS:

A) No hazardous or combustible material shall be kept at the site unless water supply for fire protection, either temporary or permanent, is available at the site.

Action: VO (SP-1) (Comply Forthwith)

Note: An approved water supply for fire protection, either temporary or permanent, shall be made available prior to hazardous materials or combustible material arriving at the site. Any water source intended for firefighting operations, including standpipe outlets, street hydrants and yard hydrants, shall not be used for construction, alteration or demolition purposes, unless approved.

Action: VO (FSC-7) (Comply Forthwith)

Fire Extinguishers

B) Fire extinguishers shall be provided in accordance with the New York City Fire Code.

Action: VO (FE-1)

C) For each 2,500 square feet of construction or 5,000 square feet of demolition of floor area, provide on each floor one 2½-gallon water-type extinguisher. A building that has a permit for alteration must comply with the more stringent requirement of one portable fire appliance per 2,500 square feet.

- Provide one additional similar extinguisher at each shed or locker used by painters, plumbers and carpenters.
• Provide one 2 ½ gallon type extinguisher on each floor where wood scaffold has been erected to a height greater than 40 feet. This extinguisher shall be readily accessible to the scaffold.

**Action:** VO (FE-1)

D) Buildings or structures under construction, alteration or demolition shall be provided with not less than one approved portable fire extinguisher and sized for not less than ordinary hazard as follows: (FC 1415.1)

- At each stairway on all floor levels where combustible materials are being stored or combustible waste is being generated.
- At the entrance of each storage and construction shed.
- Additional portable fire extinguishers shall be provided where flammable and combustible liquids are stored, handled and used.

**Note:** If Fire extinguishers are provided they should be serviced annually and have a current service tag attached. (FC 906.1 & NFPA - 10)

**Action:** VO (FE-1) Provide extinguisher
VO (FE-11) Servicing

**Standpipe System Requirements**

E) During construction, alteration or demolition operations, _standpipe systems_ shall comply with the following: (BC 3303.8)

- When **work reaches a height greater than 75 feet** in a building for which a standpipe system will be required, a permanent or temporary standpipe shall be kept in readiness at all times for use by fire fighting personnel. The system shall be a dry system when freezing conditions may be encountered.

**Action:** Request Battalion Response
Request DOB Response = possible stop work order
VO (FSC-26) (Comply Forthwith)

**Note:** 
- **Concrete Construction:** Standpipe must be maintained up to and capped one floor below the stripping floor. (3 floors below recently poured floor) Example:

  Floor being poured (10th fl.)>> Frame work (9th fl.)>> Stripping Floor (8th fl)>>>
  Standpipe maintained Capped (7th fl)

  Steel Construction: **Standpipe maintained and capped on floor below the walking floor. This could be considered tacked Q-Decking.**

**Note:** In concrete construction, the working deck is the floor being formed. In steel construction the working deck is the floor where the metal decking and steel components are being placed before concrete is poured.
• Existing standpipe systems in structures undergoing demolition shall be maintained as dry standpipes. At the commencement of demolition, the standpipe risers shall be capped above the outlet on the floor immediately below the floor being demolished so as to maintain the standpipe system on all lower floors for Fire Department use. Standpipe hose, nozzles and spanners are not required to be maintained and may be removed at any time. Siamese hose connections shall be kept free from obstruction and shall be marked by a metal sign reading, "STANPIPE SIAMESE CONNECTION" and by a red light lit at night.

**Action:** VO (FSC-9) Cap (Comply Forthwith)  
VO (EG-1) Free from obstruction (Comply Forthwith)  
VO (FSC-10, 10A) Sign/Light

• The standpipe system may be used for water supply necessary to demolition operations. In freezing weather, such standpipe system shall be completely drained after use to prevent freezing. Existing standpipe systems shall not be utilized to convey compressed air unless the standpipe consists of two or more risers. In such case and upon fire department approval, one of the risers may be used to convey compressed air to any floor or portion of the premises.

**Action:** VO (SP-1) (Comply Forthwith)

• Units inspecting standpipe systems shall pay particular attention to the condition of piping in the basement area immediately below the Siamese connection, as well as the condition of floor and section valves.

**Action:** Request Battalion Response  
Request DOB Response = possible stop work order  
VO (FPS-3) (Comply Forthwith)

### Sprinkler System Requirements

F) In structures undergoing demolition that have existing sprinkler systems with siamese connections such systems shall be maintained as a non-automatic sprinkler system. When demolition starts, the sprinkler risers shall be capped immediately below the floor being demolished to maintain the sprinkler system on all lower floors for Fire Department use.

(BC 3306.9.6)

**Action:** Request Battalion Response  
Request DOB Response = possible stop work order  
VO (FSC-11) (Comply Forthwith)  
VO (FSC-9) Cap (Comply Forthwith)

G) A metal sign must be present at the Siamese connection for the sprinkler system reading “SPRINKLER SIAMESE CONNECTION” with a red light over the sign. The red light must be lit at night.

**Action:** VO (FSC-12, 12-A) Sign/Light
Note: Some buildings have been built with partial sprinkler protection. These sprinkler systems were supplied by either a roof tank or the city main, and in some cases, a combination of both.

Siamese connections were never required because the number of heads in any given fire area did not exceed 36. These buildings are not required to maintain the sprinkler system during demolition of the building. However, if the building is more than 75 feet high, the standpipe system must be maintained as a dry system.

Removal of damaged sprinkler systems in buildings undergoing demolition or gut rehabs: The Department of Buildings and FDNY have established a uniform procedure, known as a Technical Policy and Procedure Notice (TPPN 3/07), to process variance requests for the removal of damaged existing sprinkler systems in buildings undergoing demolition or gut rehab.

TPPN 3/07 stipulates a variance to remove a damaged or inoperable sprinkler system, which had a Siamese, in connection with demolition or gut rehabs, shall be filed with the Department of Buildings as an Alteration Type II in accordance with the following procedure:

- The filed application shall include a complete report prepared by a professional engineer or architect, describing the extent of the damage and attesting why the system cannot be restored.
- Upon review of such report, the DOB examiner shall issue an objection stating “Removal of the existing sprinkler system requires review and concurrence by the Fire Department.” The examiner shall enter, “FDNY concurrence is required prior to removal of sprinkler system,” as a required item to be satisfied prior to plan approval.
- The applicant shall proceed to file the variance with the FDNY, Bureau of Fire Prevention. The FDNY reviews the variance request, orders a site inspection and recommends any necessary safety measures as a condition to granting the variance.
- FDNY safety measures will include maintenance of the existing standpipe system if one is present. Additional maintenance includes 24-hour fire guard and watch person provisions, strict compliance with all FDNY rules concerning portable firefighting appliances, removal of flammable rubbish and debris, as well as prohibitions against smoking and open fires at the site. Failure to comply will result in a Forthwith Violation Order.
- The applicant must submit FDNY’s recommendations to the DOB plan examiner, along with proof of satisfactorily meeting all safety measures imposed by the FDNY.
- Upon satisfactory review of the submission, the plan examiner may approve the application, at which time the applicant can proceed with the DOB permit.

Action: Request Battalion Response  
Request DOB Response = possible stop work order
**Completion Before Occupancy**

H) In buildings or structures where a sprinkler system is required by this code or the construction codes, including the Building Code, it shall be unlawful to occupy any portion of a building or structure until the sprinkler system installation has been tested and approved. (FC 1414.2)

**Action:** Request Battalion Response
Request DOB Response = possible stop work order or vacate.

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**EGRESS REQUIREMENTS:**

A) It shall be unlawful to obstruct or impede access to any required means of egress, including any exit, exit access or exit discharge. (FC 1027.2)

**Action:** VO (EG-1) (Comply Forthwith)

B) Required means of egress shall be maintained at all times during construction or demolition. (BC 3303.11)

**Exception:** Where there are approved temporary means of egress systems and facilities.

- All enclosed stairways and enclosed shafts (elevator, dumbwaiter etc.) shall be maintained enclosed on all floors except the uppermost floor being demolished.
  - Ref. BSA Rule, 2RCNY 3-02(h)(3)(i)(3)

  **Action:** VO (FSC-4) (Comply Forthwith)

- During construction, alteration and/or demolition of reinforced concrete buildings, all temporary stairs shall not extend more than four stories or 60 feet, whichever is less.
  - Ref. NYS Industrial Code § 23.2.7.

  **Action:** VO (SP-1) (Comply Forthwith)

- At all times, there shall be safe access to and egress from every building and every floor in every building in course of demolition by means of unobstructed hallway, stairways or ladder runs so enclosed or so located as to protect persons using them from falling materials.
  - Ref. BSA Rule, 2RCNY 3-02(h)(9)

  **Action:** VO (FSC-5) (Comply Forthwith)
  VO (FSC-6) (Comply Forthwith)

C) Where a building has been constructed to a height greater than 50 feet or four stories, or where an existing building exceeding 50 feet in height is altered or demolished, at least one temporary lighted stairway shall be provided, unless one or more of the permanent stairways are erected or maintained as the construction or demolition progresses. (BC 3303.11.1)

**Action:** VO (SP-1) for lighted stairway (Comply Forthwith)
D) The maximum distance between the working deck of a building under construction or demolition and the highest floor accessible to a temporary or permanent stair shall be no more than 40 feet or 4 floors. In concrete construction, the working deck is the floor being formed. In steel construction the working deck is the floor where the metal decking and steel components are being placed before concrete is poured.  

Action: Request Battalion Response  
Request DOB Response = possible stop work order

ELEVATOR IN READINESS:

A) Whenever construction or demolition work reaches a height greater than 75 feet, at least one elevator meeting the requirements of Chapter 30, or a hoist meeting the requirements of Section 3318 shall be kept in readiness at all times for Fire Department use. The maximum distance between the highest accessible floor from a temporary elevator or hoist and the working deck of the building under construction or demolition shall be no more than 75 feet (13 716 mm) or 7 floors.  

Note: See Chapter 5, Reference # 14.11 for elevator and hoist definitions and requirements.

Note: In concrete construction, the working deck is the floor being formed. In steel construction the working deck is the floor where the metal decking and steel components are being placed before concrete is poured. If the travel of the hoist cannot be increased due to inclement weather, it shall be increased by the end of the next working day.

Action: Request Battalion Response  
Request DOB Response = possible stop work order  
VO (FSC-8) (Comply Forthwith)

ABANDONED AND DISCONTINUED OPERATIONS:

A) If any construction or demolition operation is abandoned, discontinued or interrupted, a solid fence meeting the requirements of FC Section 3307.7 shall be provided to protect the public from potential hazards on the site.  

Action: VO (SP-1) (Comply Forthwith)

Note: When required by this code, fences shall be at least 8 feet high, and constructed of wood or other suitable material. They shall be built solid for their entire length, except for openings with solid sliding or in swinging gates as are required for the proper prosecution of the work.  

Note: See Chapter 5, Reference # 14.11 for elevator and hoist definitions and requirements.
TORCH OPERATIONS:

- Torches commonly are used in heating, cutting and welding operations at construction sites.

- A fire guard with a **Certificate of Fitness** is required to monitor all torch operations. The fire guard must pay particular attention to the sparks generated when the torch is in use.

- At least one fire guard is required for each torch operator and an additional fire guard shall be provided on the floor below the torch operation.

- Fire guards shall be assigned no duties other than to remain alert and guard against fire from sparks or the transmission of heat from the torch operation.

- The fire guard must be equipped with sufficient fire extinguishing devices; e.g., portable water extinguishers with at least a 2-A: 20-B: C rating or charged water lines that are/is readily available to the fire guard.

- Torches shall not be used within 35 feet of combustibles or floor openings unless a shield has been erected around the work area to prevent stray sparks from causing a fire.

- After torch operations are completed, the fire guard must make two inspections of the work area. The first inspection must be made 30 minutes after the torch was last used. The second inspection must be made 1 hour after the completion of torch operations.

- The fire guard must keep a detailed inspection log that records the name and signature of the fire guard, the dates and number of inspections conducted and includes any fires that were discovered as a result of the torch operation.

- The log must be available for Fire Department inspection upon request.

**(Fire Code, Chapter 26)**

**Action:**
- VO (FSC-22 or 23) for no Fire guard/watch (Comply Forthwith)
- VO (C-31) for no C of F (Comply Forthwith)
- VO (FSC-21) failure to maintain 35 feet (Comply Forthwith)
- VO (FE-1) or NOV (1) for extinguisher (Comply Forthwith)
- VO (SP -1) (Comply Forthwith) for any other items listed in this section

**Note:** The Torch operator also requires a C of F for torch operations.

**Action:**
- VO (C-30) (Comply Forthwith)
HEATING DEVICES USED FOR CURING AND DRYING:

A) The construction industry utilizes several types of heating devices for curing concrete and drying plaster that generically are referred to as salamanders; these include coke salamanders, natural gas-fueled salamanders, propane-fueled salamanders, and kerosene-fueled salamanders. These devices are not to be used for human comfort. (FC 1401.4)

   Action: VO (FSC-14) (Comply Forthwith)

B) Coke salamanders use wood/charcoal briquettes; a fire guard with a Certificate of Fitness is required when these devices are used. (FC 102.8)

   Action: VO (SP-1) (Comply Forthwith)

   • Coke-fired heaters are required to be kept at least 10 feet from combustible tarpaulins or other combustible enclosures. (FC 102.8)

   Action: VO (SP-1) (Comply Forthwith)

   • They must be on non-combustible platforms and fire extinguishers must be in place as per this guide. (FC 102.8)

   Action: VO (SP-1) (Comply Forthwith)

   • The fire guard must conduct hourly patrols of all floors where these heating devices are used and a log of such patrols must be maintained for FDNY inspection. (FC 102.8)

   Action: VO (SP-1) (Comply Forthwith)

C) Kerosene-fired heating salamanders require a fire guard with an FDNY Certificate of Fitness. (FC 1403.6)

   Action: VO (C-21) handle or use (Comply Forthwith)

   VO (C-22) storage (Comply Forthwith)

When the amount of kerosene stored exceeds 10 gallons, an FDNY permit for storage is required

   Action: A-234, see reference 5.1 (FC 105.6)

   • The kerosene must be stored in a metal, ventilated enclosure that is kept locked when not in actual use and “No Smoking” signs must be posted in the storage area.

   • The heater or salamander must be of a type approved by the Board of Standards and Appeals or the Underwriters Laboratories.

   • Fueling of heaters or salamanders shall be accomplished through the use of approved safety cans with a maximum capacity of five gallons.

   • Suitable fire extinguishers shall be in place as required in by this guide. (FC 313)

   Action: VO (SP-1) (Comply Forthwith) for any of the items above
D) Natural gas-fired heaters require an FDNY permit. (3 RCNY 1403-01(b)(1))

Action: A-234, see reference 5.1

- Natural gas heaters are required to be operated under the supervision of a licensed plumber or a person with an FDNY Certificate of Fitness. (FC 1403.6)

Action: VO (C-21) handle or use (Comply Forthwith)

- The devices shall be inspected daily by the plumber or the Certificate of Fitness holder and a record of such inspection shall be maintained in a bound logbook available for FDNY examination.
- The heaters shall be placed at least 20 feet from flammable liquids, combustible liquids and compressed gas cylinders.
- The heaters shall not be placed closer than 10 feet from combustible temporary enclosures and tarpaulins.

Action: VO (FSC-17) (Comply Forthwith)

- The heater shall be used only in well-ventilated areas and shall be placed on a noncombustible foundation.
- A portable combustible gas leak detector shall be readily available on the premises. At least one portable 20-B: C extinguisher shall be provided on each floor and not more than 30 feet from each heater in use or connected.

Action: VO (SP-1) (Comply Forthwith) if enforcement is not stated above

E) Electric heaters may be found in use at construction sites for curing concrete and drying plaster.

- There is no requirement for permits or certificates of fitness for such heaters.
- Units should ensure that such heaters are approved by a nationally recognized testing authority and that safe space of at least 5 feet from combustible material and 10 feet from any combustible tarpaulin is maintained.
- Tarpaulins must be securely fastened to prevent movement from the wind.

Action: VO (SP-1) (Comply Forthwith) for any of the items above

F) LPG-fired heaters used for curing concrete, drying plaster and similar applications shall be prohibited in any occupied building.

- The use of LPG for curing or drying purposes shall be conducted under the supervision of a person holding a Certificate of Fitness. (FC 1403.6)

Action: VO (C-21) handle or use (Comply Forthwith)

- VO (C-22) storage (Comply Forthwith)
• The Certificate of Fitness holder shall inspect the area where LPG containers and heaters are located at least on an hourly basis.

• The results of each inspection shall be recorded in a logbook that shall be maintained on the premises and produced for inspection when requested by the FDNY. All rules concerning storage and use as defined by 3RCNY 3809-01 must be complied with.

Action: VO (SP-1) (Comply Forthwith)

Construction Site LPG Storage = 3RCNY 3809-01

G) A site-specific permit shall be obtained for LPG storage and use on a construction site, except that a city-wide LPG permit may be obtained for tar kettle and torch operations where no reserve storage is needed and LPG containers are removed from the site at the end of each workday, and the construction work requiring LPG use is to be completed within thirty (30) days of commencement.

All LPG for use on construction sites shall be stored in outdoor storage facilities that comply with the requirements of 3809-01. No construction site storage facility shall:

• Have a capacity exceeding twenty five hundred (2500) pounds of LPG in any single facility or a total capacity at any construction site of five thousand (5000) pounds of LPG;

• Be within fifty (50) feet of any other LPG storage facility;

• Be within twenty five (25) feet of the building under construction;

• Be within fifty (50) feet of any aboveground flammable or combustible liquid storage tank;

• Be within fifty (50) feet of any combustible material;

• Be within fifty (50) feet of any building occupied as a multiple dwelling;

• Be within one hundred (100) feet of any subway entrance, exit, vent or other opening; and,

• Be within one hundred (100) feet of the lot line of any property occupied for educational, health care or religious purposes, place of public assembly, or other place of public gathering.

• Each construction site storage facility shall be equipped with at least one 40-B-C rated, wheeled, fire extinguisher. Such fire extinguisher shall be kept outside of the storage facility or placed at another readily accessible location not more than thirty (30) feet from the facility.

Action: Consider Immediate Summons/VO (SP-1) For distance requirements

Refer to Chapter 5, Reference # 4.2
Supervision

H) The handling and use of portable fueled space heaters shall be under the personal supervision of a person holding a certificate of fitness. The storage of portable fueled space heaters and the fuel therefore, shall be under the general supervision of a Certificate of Fitness holder. (FC 1403.6)

Action: VO (C-21) handle or use (Comply Forthwith)
VO (C-22) storage (Comply Forthwith)

Note:
• **Personal supervision** = must be on site at all times when heaters are being handled or used.
• **General supervision** = not required to be on site at all times.

Prohibitions

I) It shall be unlawful at a construction site to store, handle or use portable fueled heating devices or equipment: (FC 1401.4)

• For purposes of human comfort or any other purpose other than construction-related curing and drying.
• Utilizing a **flammable liquid** as a fuel. (Ex: Gasoline)

Note: LPG, Natural Gas are gases and Kerosene is a combustible liquid due to its flash point that is why these are acceptable.

Action: VO (FSC-14) (Comply Forthwith)
VO (SP-1) (Comply Forthwith) utilizing a flammable liquid

STORAGE OF FLAMMABLE AND COMBUSTIBLE LIQUIDS:

<table>
<thead>
<tr>
<th>A)</th>
<th>Flammable and combustible liquid storage areas shall be maintained clear of vegetation and combustible waste. Such storage areas shall not be used for the storage of combustible materials. (FC 1405.3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action:</td>
<td>VO (HM-17) (Comply Forthwith)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B)</th>
<th>Sources of ignition and smoking shall be prohibited in flammable and combustible liquid storage areas. No Smoking Signs shall be posted. (FC 1405.4)</th>
</tr>
</thead>
</table>
| Action: | Summons for smoking
NOV (6) for signs |

<table>
<thead>
<tr>
<th>C)</th>
<th><strong>Class I</strong> and <strong>II</strong> liquids shall be stored in approved safety containers. (FC 1405.5)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Safety Containers can not exceed 5 gallons each.</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Class I</strong> liquids (Ex: Gasoline)</td>
<td></td>
</tr>
<tr>
<td><strong>Class II</strong> liquids (Ex: Kerosene).</td>
<td></td>
</tr>
</tbody>
</table>
Action: VO (SP-1) (Comply Forthwith)

Leaking containers shall be immediately repaired or taken out of service. Spills shall be cleaned up immediately and all liquid and waste material disposed of lawfully. (FC 1405.6)

Action: VO (HM-16) (Comply Forthwith)

See Chapter 5, Reference # 5.1 for further information on Flammable and Combustible Liquids.

See below for permit requirements and definitions for storage.

D) Class I liquids shall not be permitted in basements, cellars, or other areas below grade. Class I liquids are flammable liquids. (Ex; Gasoline, Acetone) (FC 3404.3.5.1)

Action: VO (HM-2) (Comply Forthwith)

E) Class II and III liquids are allowed to be stored in basements, cellars, or other areas below grade provided that these areas are protected throughout by a sprinkler system. Class II and III liquids are combustible liquids. (Ex; Diesel, Kerosene, WD-40 Lubricant, Hydraulic Oil, etc) (FC 3404.3.5.1)

Exception: Class IIIB liquids may be stored in basements, cellars and other areas below grade that are not protected throughout by a sprinkler system when stored in a room or other area that is segregated, vertically and horizontally, from surrounding spaces by a fire separation of not less than two hour fire resistance rating and such room or other area is protected by a sprinkler system.

Action: VO (HM-3) (Comply Forthwith)

### STORAGE OF FLAMMABLE/COMPRESSED GAS:

A) Permit from FDNY required if gases exceed allowable amounts: (FC 105.6)

#### PERMIT AMOUNTS FOR COMPRESSED GASES

<table>
<thead>
<tr>
<th>TYPE OF GAS</th>
<th>AMOUNT (SCF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corrosive</td>
<td>400</td>
</tr>
<tr>
<td>Flammable</td>
<td>400</td>
</tr>
<tr>
<td>Highly toxic</td>
<td>Any Amount</td>
</tr>
<tr>
<td>Nonflammable and nonoxidizing, except carbon dioxide</td>
<td>3,000</td>
</tr>
<tr>
<td>Carbon dioxide</td>
<td>4,500</td>
</tr>
<tr>
<td>Oxidizing</td>
<td>504</td>
</tr>
<tr>
<td>Pyrophoric</td>
<td>Any Amount</td>
</tr>
<tr>
<td>Toxic</td>
<td>Any Amount</td>
</tr>
<tr>
<td>Unstable (reactive)</td>
<td>Any Amount</td>
</tr>
<tr>
<td>Water reactive</td>
<td>Any Amount</td>
</tr>
</tbody>
</table>

SCF= Standard Cubic Feet.
Note: If you are unable to determine which type of classification a certain gas falls under please contact the BISP Hotline at 718-281-3877

B) All containers shall be stored in an upright position.

C) All containers shall be secured so they do not tip over.

Warning signs containing the word “Danger” shall be provided at storage areas. Signs shall be lit from dusk to dawn if the storage space is adjacent to or in a public way.  (FC 102.8)

Action: VO (SP-1) (Comply Forthwith)
A-234 for no permit

Liquid Oxygen Storage and Use

D) A sketch showing the following information shall be submitted to the department for approval in connection with an application for a permit for oxygen storage.  (FC 1406.2.1.1)

- Number and size of containers
- Enclosure, manifold and service piping construction.
- Location of risers and outlets.
- Location of all equipment and devices including vaporizers, valves and safety relief devices.

E) Not more than one liquid oxygen container having a maximum water capacity of 6.2 cubic feet (0.176 m$^3$) may be installed indoors. Such container shall be connected for use with a flammable gas. Storage in excess of one liquid oxygen container shall be located outdoors.  (FC 1406.2.1.2)

Action: VO (HM-18) (Comply Forthwith)

F) The room used for the storage, handling and use of a liquid oxygen container shall be equipped with ventilation direct to the outdoors, and shall not contain any combustible material or flammable gas.  (FC 1406.2.1.3)

Action: VO (SP-1) (Comply Forthwith)

G) Signs shall be posted in the vicinity of liquid oxygen container storage and use, reading: DANGER-LIQUID OXYGEN-NO SMOKING-NO OPEN FLAMES.  (FC 1406.2.1.7)

Action: VO (SP-1) (Comply Forthwith)

H) Legible operating instructions shall be posted near any liquid oxygen manifold.  (FC 1406.2.1.8)

Action: VO (SP-1) (Comply Forthwith)

I) An affidavit shall be provided by the installer and/or contractor to certify that the vaporizer, valves, piping, hose and safety devices are of an approved type, that they meet the specifications for bursting test and design pressure, and that they have been satisfactorily tested in accordance with this section.  (FC 1406.2.1.9)
Action: VO (SP-1) (Comply Forthwith)

J) Legible operating instructions shall be posted in the trailer and on or near any oxygen manifold used indoors. (FC 1406.2.2.2)

Action: VO (SP-1) (Comply Forthwith)

K) The owner or operator of an oxygen trailer shall notify the department, in writing, of the delivery of the trailer to a construction site, at least 48 hours in advance of such delivery. Such notification shall include: (FC 1406.2.2.4)

- Contractor's name, address and telephone number.
- Location of the construction site.
- Quantity and frequency of oxygen delivery to the construction site.
- Expected duration of oxygen storage and use at the construction site.

L) The handling and use of portable liquid oxygen containers and oxygen trailers shall be under the personal supervision of a certificate of fitness holder. The storage of liquid oxygen containers and oxygen trailers shall be under the general supervision of a certificate of fitness holder. (FC 1406.2.3)

Action: VO (C-25) (Comply Forthwith)

Note:

- Personal supervision = must be on site at all times when oxygen containers or trailers are being handled or used.
- General supervision = not required to be on site at all times.

Action: VO (SP-1) (Comply Forthwith) if enforcement is not stated.

EXPLOSIVE MATERIALS:

A) Fire hoses and nozzles for use by demolition personnel, connected to an approved water supply under pressure, shall be provided and maintained at the demolition site whenever explosives are used for demolition. Such fire hoses, nozzles and water supply shall be available prior to explosives arriving at the site. Such fire hoses and nozzles shall be capable of a continuous flow of 180 gallons per minute with a minimum reach of 35 feet from the nozzle and be capable of being brought to bear anywhere on the construction site. Hose shall be pressure tested to withstand at least 600 pounds per square inch gauge (psig). (FC 1407.3)

Action: VO (FSC-19) (Comply Forthwith)
SMALL ARMS AMMUNITION / POWDER-ACTUATED TOOLS:

A) Small arms ammunition shall be stored, handled and used for powder-actuated tools at a construction site, as follows: (FC 1418.1)

- The main store of small arms ammunition shall be kept in a locked metal box interlined with ½ inch (12.7 mm) of non-combustible insulating material.
- The small arms ammunition storage box shall be kept away from heat and shall not be stored in the same storage area or storage facility containing compressed gases or flammable liquids.
- The storage area or storage facility in which the locked metal small arms ammunition box is stored shall bear a permanent sign bearing the words "DANGER-AMMUNITION" in 2-inch (50.8-mm) white letters on a red background.

Action: VO (FSC-20) (Comply Forthwith)

- Powder-actuated tools shall not be used in an explosive atmosphere.
- The certificate of fitness holder shall establish a safe zone behind a work area in which powder-actuated tools are to be used by evacuating the area or placing a barrier constructed of ½ inch (12.7 mm) steel plate.
- At least one portable fire extinguisher having a minimum 2-A rating shall be provided in the area where small arms ammunition is stored.

B) Powder-actuated tools utilizing small arms ammunition shall be used only by a certificate of fitness holder. Small arms ammunition shall be handled only by a certificate of fitness holder. Storage of small arms ammunition shall be under the general supervision of a certificate of fitness holder. (FC 1418.1.1)

Note:

- **Personal supervision** = must be on site at all times when ammunition is being handled or used.
- **General supervision** = not required to be on site at all times.

Action: VO (SP-1) (Comply Forthwith) if enforcement is not stated.

FLOOR OPENINGS:

**Removal of Material (Floor Openings)**

A) Debris, bricks, and similar material shall be removed through openings in the floors of the structure, or by means of chutes, buckets, or hoists that comply with the provisions of this chapter. Openings in any floor shall not aggregate more than 25 percent of the area of that floor unless it can be shown by submission from a registered design professional to the satisfaction of the commissioner that larger openings will not impair the stability of the structure. Every opening used for the removal of debris in every floor, except the top or working floor, shall be provided with a tight enclosure from floor to floor, equivalent to that
afforded by planking not less than 2 inches (51 mm) in thickness. As an alternative, in buildings not more than 6 stories in height, such openings may be protected by a tight temporary covering equivalent to that afforded by planks not less than 2 inches (51 mm) in thickness and laid close. Wherever such covering has been temporarily removed to permit debris removal, floor openings shall be protected by standard guardrails that meet the requirements of Section 3307.8. Such covering shall be promptly replaced in position upon the ceasing of such work at the end of each workday. Every opening not used for the removal of debris in any floor shall be solidly planked over.  

Action: VO (SP-1) (Comply Forthwith)
Request Battalion Response
Request DOB Rep. to Scene

Standard Guardrail

B) A standard guardrail shall consist of a 2 inch by 4 inch wood top rail or equivalent capable of withstanding, without failure, a force applied in any downward or horizontal direction at any point along its top edge of at least 200 pounds. The guardrail shall be not less than 3 feet nor more than 3 feet 6 inches above the platform and there shall be a 1 inch by 4 inch wood intermediate rail midway between the top rail and the floor or standard toeboard, both supported by 2 inch by 4 inch wood posts spaced not more than 8 feet apart. To provide necessary openings for intermittent operations one or more sections of a required railing may be hinged or supported in sockets. When supported in sockets, rails shall be so constructed that they cannot be jolted out. A button or hook may be used to hold the rail in a fixed position. Substantial chains or ropes may be used to guard such openings in standard railings. Where so used, the chains or ropes shall be taut at the same height as the rails of the standard railing. In lieu of wood construction, posts and rails may be constructed of at least 1¼ inch diameter standard pipe of at least 2 inch by 2¼ inch angles. Spacing of rails and posts shall be as required above.  

Action: VO (SP-1) (Comply Forthwith)

Standard Toeboard

C) Where a toeboard is required, it shall be at least 5½ inches (140 mm) high and constructed of metal, wood, or other substantial material. It shall be installed along the edge of the floor, opening, platform, ramp, or runway. Such standard toeboard shall be securely fastened to the posts and installed so that no open space exists between the floor and the standard toeboard.  

Action: VO (SP-1) (Comply Forthwith)
SAFETY NETTING REQUIREMENTS:

**Enforcement for this section is listed at the end of the section**

A) Each structural net shall be permanently labeled with the following: (1RCNY 26-02(c)(2))
   - Name of manufacturer
   - Identification of net material
   - Date of manufacture
   - Date of prototype test
   - Name of testing agency
   - Serial number

B) Netting shall be non-combustible or flame-resistant. (1RCNY 26-02(c)(7))

C) Nets shall be protected from sparks and hot slag during welding and cutting operations. (1RCNY 26-02(d)(5))

D) When vertical netting is used around floor openings, toe boards shall not be required if netting is brought all the way down to the top of floor slab and secured. (1RCNY 26-02(f)(6))

E) Vertical netting shall include a fine mesh capable of containing falling tools and materials. (BC 3308.3)

F) Vertical netting shall be capable of withstanding 200 lbs. applied in any direction except upward. (1RCNY 26-02(f)(1))

G) Largest opening in the netting shall be one-inch square. (1RCNY 26-02(f)(2))

Safety Netting During Construction or Demolition Operations

H) Horizontal and vertical safety netting shall be provided when required below. Safety netting is required in addition to the sidewalk sheds, fences, and other pedestrian protection required by the building code. (BC 3308.1)

   Exception: A supported scaffold may be used in lieu of horizontal safety netting provided the bottom, outer faces and ends of the scaffold are enclosed with debris netting or its equivalent so as to prevent the falling of material and debris.

   Vertical Safety Netting

I) When in the course of construction the building reaches a height of 4 stories or 40 feet, vertical safety netting shall be maintained at each story except at the story at grade, the story immediately above the sidewalk shed and the roof level where a parapet is installed. (BC 3308.1.1)
J) Vertical safety netting shall consist of a vertical system of nets and their supports that meet requirements set forth in department rules. Vertical safety netting shall be of a fine mesh of a size and strength sufficient to contain falling tools and materials. Wall opening screens, grills or tarpaulins may be used in lieu of vertical safety netting, provided that they shall be of such construction and mounting as to retain debris.

K) On every story where vertical safety netting is required, it shall extend from the floor to a height of not less than 60 inches. Vertical safety nets and their components shall also meet the requirements set forth in rules promulgated by the commissioner.  

**Horizontal Safety Netting**

L) When *exterior walls are being constructed*, altered or repaired at a height greater than 6 stories or 75 feet (22 860 mm), horizontal safety netting shall be provided on the sides of the structure where the structure is not enclosed. A structure shall be considered to be enclosed when the permanent facade is completed except for the windows.

M) When *during the course of construction* the building reaches a height of 6 stories or 75 feet (22 860 mm), horizontal safety netting shall be maintained at a level not more than two stories or 30 feet (9144 mm) below the stripping operation on concrete structures or the uppermost finished (and walkable) concrete floor on steel frame structures. The horizontal safety netting may be removed after the formwork for the topmost level of concrete is removed or after the topmost level of concrete for a steel building is poured.  

N) When *demolition* of the exterior walls or the roof of a structure occurs at a height greater than 6 stories or 75 feet (22 860 mm), horizontal safety netting shall be provided. The horizontal safety netting shall be constructed and maintained not more than two stories or 30 feet (9144 mm) below the story from which the exterior walls and roof are being removed until the demolition has progressed to within six stories or 75 feet (22 860 mm) off the ground or adjoining roof level

O) When *tarpaulins* encase one or more floors immediately below the finished concrete floor in order to maintain temporary heat, the horizontal nets may be located no more than three floors below the finished concrete floor.

P) Required horizontal safety netting may be omitted in *designated crane and derrick lifting areas* so long as such lifting area is as indicated on the crane application and on the site safety program.

Q) Horizontal safety netting shall consist of a horizontal system of nets and their supports that meet *requirements* set forth in department rules, and shall include a structural net lined with debris net of a size and strength sufficient to catch falling tools and materials. Horizontal safety netting shall project outward horizontally from the edge of the floor a minimum distance of 10 feet.
R) The holder of the work permit and his or her designee shall be responsible for the installation and maintenance of all horizontal and vertical netting, and for complying with the requirements of this section.  

Action: For all items in this section  
VO (SP-1) (Comply Forthwith)  
Request Battalion Response  
Request DOB Rep. to Scene  

SITE SAFETY PLAN & PROGRAM:  

A) This section outlines the requirements for site safety programs for major building construction or demolition that are in addition to the other applicable requirements of this chapter. These requirements are not intended to supersede other applicable city, state or federal requirements that address site safety and construction or demolition activity.  

(BC 3310.1)  

B) No permit shall be issued for the construction or demolition of a major building, or for the alteration of the façade of a major building when a sidewalk shed is required until a site safety plan that meets the requirements of Chapter 1 of Title 28 of the Administrative Code has been approved by the department.  

(BC 3310.3)  

Exceptions:  
- A site safety plan and site safety program is not required for the alteration of the façade of a major building between 10 and 14 stories in height.  
- A site safety plan and site safety program is not required for partial demolition operations in major buildings where the partial demolition operation is limited to the interior components of the building and where mechanical demolition equipment, other than handheld devices, are not used.  

Major Buildings  

C) A major building is a building proposed to have any of the following characteristics:  

(BC 3310.2)  

- Be constructed to a height of 10 or more stories;  
- Be constructed to a height of 125 feet or more;  
- Have a lot coverage of 100,000 square feet or more regardless of height; or  
- As designated by the DOB commissioner.  

SITE SAFETY MANAGER OR COORDINATOR  

Requirements  

A) A site safety manager certified by the department in accordance with the requirements of Chapter 4 of Title 28 of the Administrative Code is required for the construction or demolition of a major building or the alteration of the façade of a major building when a sidewalk shed is required.  

(BC 3310.5)
Exceptions:

- A site safety coordinator certified by the department in accordance with the requirements of Chapter 4 of Title 28 of the Administrative Code may be used instead of a site safety manager for major buildings between 10 and 14 stories or 125 to 200 feet in height.
- A site safety manager or coordinator is not required for the alteration of the façade of a major building between 10 and 14 stories in height.
- A site safety manager or coordinator is not required for partial demolition operations in major buildings where the partial demolition operation is limited to the interior components of the building and where mechanical demolition equipment, other than handheld devices, are not used.

Note: The site safety manager and coordinator are certified by the Department of Buildings.

Designation

B) It shall be the responsibility of the builder/owner, agent, construction manager, or general contractor (the "Contractor") to designate a site safety manager or coordinator who must be present on a construction or demolition site when required, and who shall be responsible for all site safety requirements as specified in this chapter.

C) In the event that an alternate manager or coordinator will be acting as the full-time safety manager or coordinator for a period longer than two weeks, the Department of Buildings must be notified. Any permanent change of site safety manager or coordinator requires immediate notification of the Department of Buildings. No proposed alternate manager or coordinator shall have as his or her primary duty the job of site safety manager or coordinator on any other construction or demolition project. (BC 3310.6)

Responsibility

Monitor Compliance

D) It is the responsibility of the site safety manager or coordinator to monitor compliance with the safety requirements of this chapter and to perform all other safety duties assigned by the owner or contractor to meet legal requirements.

E) The site safety manager or coordinator shall meet on a weekly basis with the designated representative of each subcontractor to ascertain that all subcontractors are complying with the applicable provisions of this chapter. (BC 3310.8.1)

Notification

F) The site safety manager or coordinator shall immediately notify the department directly if he or she discovers any of the following conditions in the routine performance of the job: (BC 3310.8.2)
• A person is operating a crane, derrick or hoisting equipment on the site without a permit and refuses to desist from operating the equipment;
• A crane is being operated by an unlicensed operator and such unlicensed operator refuses to desist from operating the crane;
• No flag-person is present during crane operation where required by this chapter;
• Sidewalk sheds required by the site safety plan are not in place during construction or demolition activity;
• Permits have not been issued for the sidewalk sheds;
• The designer and/or supplier of sidewalk sheds has not certified that the sheds have been erected in accordance with the approved plans; or
• There has been an accident involving the public, or private or public property.

Note: Upon proper notification to the department of the existence of any of the above-noted circumstances, any responsibility the site safety manager or coordinator has under this code arising out of, relating to, or as a result of the existence of that circumstance, shall cease.

(BC 3310.8.2.1)

Inspections
G) It shall be the responsibility of the site safety manager or coordinator to inspect personally, on a regular basis, specific areas and items on the construction or demolition site, as prescribed by rules promulgated by the commissioner, and to notify responsible personnel employed by the general contractor, construction manager or any subcontractor when violations of this chapter occur. The site safety manager or coordinator shall maintain a log of the inspection in accordance with the requirements set forth in rules promulgated by the commissioner.

(BC 3310.8.3)

• Site safety managers must be certified by the Buildings Department.
• Site safety managers must maintain a log of inspections they have conducted.
• When the building reaches a height greater than 75 feet, the site safety manager shall ensure that an elevator in readiness or personnel hoist is kept in readiness for Fire Department use.
• When the building reaches a height greater than 75 feet, the site safety manager shall ensure that the standpipe system shall be available and in readiness at all times for Fire Department use and that valves are in place at each story below the construction floor.
• The site safety manager shall ensure that the Siamese hose connections are free from obstruction and marked by a sign reading “Standpipe Siamese Connection,” and by a red light.
• The site safety manager shall ensure that all openings and holes in floors are covered as required.
• The site safety manager shall ensure that floors and stairs are maintained clean of excess debris.

• The site safety manager shall ensure that combustible waste material and debris have been removed from the site.

• The site safety manager shall ensure that rules against open fires and smoking are enforced.

• The site safety manager must be present at the site at all times during working hours. If the site safety manager is not present, a certified alternate must be present in case of his/her absence and log entries made indicating same.

**Action:**

Immediate Summons for no Site Safety Manager/Coordinator during the required hours

VO (FSC-2)

VO (SP-1) (Comply Forthwith) for all other items

Request Battalion Response

Request DOB Rep. to scene

**Note:** Refer to RCNY Title 1 Appendix A “The Department of Buildings Manual for Site Safety Programs” and § 26-01 “Filing of Site Safety Programs and Designation of Site Safety Managers.”

**Contractor's Responsibility**

H) The contractor shall notify all of its supervisory personnel and all of its subcontractors working on the construction or demolition site of the name and responsibilities of the site safety manager or coordinator. The contractor shall state to its directly employed personnel and also to its subcontractors that the site safety manager or coordinator is responsible for monitoring compliance with laws and rules governing site safety, and that they are required to obey and implement all orders and directives relating to safety requirements.

I) In the event the site safety manager or coordinator discovers violation of the site safety regulations, he or she shall immediately notify the person or persons responsible for creating the violation, whether these persons are employed by the contractor or by subcontractors. If the site safety manager or coordinator is unable to obtain the cooperation of these persons in correcting the violation, he or she shall inform his or her direct supervisor immediately and request that the supervisor order the necessary corrective Action.

J) If the supervisor of the site safety manager or coordinator is not present at the site or is otherwise unavailable, the site safety manager or coordinator shall notify any other supervisory personnel of the contractor present on the job or any other responsible manager or officer of the contractor. All such violations and corrective work shall be recorded in the daily log.  

(BC 3310.7)
**FIRE SAFETY MANAGER:**

A) Where a site safety manager or site safety coordinator is required by the Building Code, the owner shall designate a person to be the fire safety manager for the construction site. The fire safety manager may be the site safety manager or site safety coordinator required by the Building Code. The fire safety manager shall be responsible for ensuring compliance with the requirements of this code, including this chapter, and the rules. The fire safety manager shall conduct an inspection of the construction site and all fire safety measures on at least a daily basis, and maintain a record of same in a bound log book or other approved system of recordkeeping. The log book or other approved recordkeeping shall be made available for inspection by any representative of the department. Where fire watch service is provided, the fire safety manager shall be responsible for the general supervision of the fire guards.

(FC 1408.1)

B) The fire safety manager shall develop and maintain at the construction site an approved pre-fire plan, and make it available for examination by any representative of the department. The department shall be notified of any changes in site conditions materially affecting the procedures set forth in such plan.

(FC 1408.2)

C) The fire safety manager shall ensure that construction site personnel are acquainted with the operation of portable fire extinguishers and other fire protection equipment on the construction site.

(FC 1408.3)

D) The fire safety manager shall ensure that all fire protection equipment and systems are readily available and periodically inspected and tested, and maintained in accordance with this code, the rules and the Building Code.

(FC 1408.4)

E) The fire safety manager shall be responsible for supervising the issuance of authorizations for hot work operations in accordance with Chapter 26 of the Fire Code.

(FC 1408.5)

F) Coverings placed on or over fire protection devices to protect them from damage during construction processes shall comply with the requirements of Chapter 9 and shall be immediately removed upon the completion of the construction processes in the room or area in which the devices are installed.

(FC 1408.7)

G) The fire safety manager or impairment coordinator shall comply with the requirements of Section 901 in the event of impairment of any fire protection system.

(FC 1408.6)

**Action:** Immediate Summons for no Fire Safety Manager - DO NOT ENFORCE AT THIS TIME
VO (SP-1) (Comply Forthwith) for all other items - WHICH CAN BE ENFORCED

Note: A C of F is required for Fire Safety Managers as per 3RCNY 113-11.

If any out of service fire protection systems are found refer to Chapter 5, Reference # 1.4.
FIRE GUARDS:

- Fire guards require a **Certificate of Fitness** from the FDNY.
- Fire guards are required at sites when construction, alteration or demolition **exceeds** 10,000 square feet when fronting on one street, or 20,000 square feet when fronting on more than one street or whenever the building exceeds 75 feet in height.
- When the construction, alteration or demolition site exceeds the area limitations set forth above, at least one additional fire guard shall be on duty for each additional 10,000 square feet or 20,000 square feet respectively.
- When the site of the building actually under construction, alteration or demolition plus adjacent areas used for the storage of building materials or salvage building materials is completely enclosed by a substantial fence, the area limitations in bullets 2 and 3 shall be increased by 50%.
- Fire guards shall be on duty when operations are not in progress. Therefore, when construction workers quit for the day, fire guards must be present on site from end of construction workers' day until 2400 hours. Between 2400 hours and 0800 hours, fire guards are not required to be present. During these hours a competent Watch Person shall be present.
- Fire guards must maintain a log of their inspections/patrols of the building site. Patrols should be conducted hourly and cover all areas of the building.
- Fire guards must enter in the log the condition of all fire suppression/firefighting equipment at the site, including the standpipe and/or sprinkler and presence of fire extinguishers on each floor. The log must be present for FDNY inspection at the site and contain the results of inspections, any deficiencies discovered and the name of the fire guard who conducted the inspections.
- For the purpose of this rule, the term "alteration" shall be defined as any change or re-arrangement of the structural parts or existing facilities that **necessitates the vacating of more than 50% of the building** during the process of the work. The term "site" shall mean the ground area of the building under construction, alteration or demolition.

**Action:** VO (SP-1) (Comply Forthwith)

**Ref. BSA Rule, 2RCNY 3-02(e)(4)(ii);**

**Fire Watch**

The commissioner may require, for demolition operations that are hazardous in nature, that persons holding a certificate of fitness as fire guard be provided to serve as an on-site fire watch. Fire guard personnel shall be provided with at least one approved means for notification of the department and their sole duty shall be to perform constant patrols and watch for the occurrence of fire.

**Action:** VO (SP-1) (Comply Forthwith)
WATCH PERSONS:

- Watch person service is to be conducted by a competent person. No certificate of fitness or other documentation is required by the FDNY.
- A competent watch person shall be on duty during all hours when operations are not in progress.
- Where a building being constructed or demolished occupies a ground area of more than 5000 square feet, and up to 40,000 square feet, a competent watch person shall be on duty at the site during all hours when operations are not in progress.
- Where the construction or demolition area occupies ground area of more than 40,000 square feet, at least one additional shall be on duty for each additional 40,000 square feet of construction or demolition area, or fraction thereof.
- Watch person shall be familiar with the location of street alarm boxes and the location and use of fire fighting equipment required on the job site.
- Watch persons shall know the location of the nearest fire alarm box and transmit an alarm to the FDNY immediately upon any indication of fire. (BC 3307.5.1)

Action: VO (SP-1) (Comply Forthwith)

PRECAUTIONS AGAINST FIRE:

Smoking

A) As per Section 1404.1 of the new Fire Code, effective July 1, 2008, smoking on any construction site is strictly prohibited. “Construction site” is defined by FC 1402.1 to include any building under construction, alteration or demolition.

B) Department personnel shall serve a summons immediately whenever they personally witness any individual smoking at a construction site.

Action: Immediate Summons - The person smoking shall receive the summons.

Notice of Violation (NOV) shall be issued to the Department of Buildings Work Permit Holder or the owner of the building, as follows:

- On the NOV form, check the box under (Other FC/Rule Violation) and insert FC 1404.1 on the line marked "section." After "Describe offense below" write in "Smoking on construction site. The description of the violation at the bottom of the form shall be completed to indicate that smoking was observed at a construction site in violation of FC 1404.1, the location it was observed, and the following remedy;

REMEDY: “A responsible official of the respondent shall submit to the Fire Department a sworn and notarized corrective Action plan setting forth the Actions that will be taken to prevent smoking on the construction site.”

- Such an NOV shall be issued, even in the absence of observed smoking, when there is evidence of smoking at a construction site, such as cigarette or cigar butts or smoke.
• The NOV shall be deemed “cured” if a satisfactory corrective Action plan is timely submitted to the Bureau of Fire Prevention that sets forth reasonable Actions to prevent smoking on the construction site, such as (but not limited to) the items listed in line D below. A second or subsequent (repeat) violation for smoking on the same construction site shall not be curable.

• Where NO SMOKING signs are not posted at construction sites, as required by FC 310.3, Department personnel shall also issue an NOV for failure to post such required signs. The NOV shall cite Violation Category 6 (Signs, Postings, Notices and Instructions) (formerly Rule 6), which shall be completed to read: “Failed to provide and/or maintain signs for ‘No Smoking’ at construction site.”

C) In addition, in order to ensure compliance with the above provisions, Department personnel should strongly recommend that contractors, sub-contractors and appropriate site safety personnel take the following Actions to prevent smoking on construction sites:

• Remove all ashtrays or similar devices for cigarette or cigar butts.

• Inform individuals smoking on the site that they are not in compliance with the law and may be subject to fines and penalties.

• Instruct individuals found smoking to immediately extinguish any smoking materials.

D) It shall be unlawful to ignite or maintain an open fire at a construction site. (FC 1404.3)

Action: Immediate Summons

E) Materials susceptible to spontaneous ignition, such as oily rags, shall be stored in a container listed for such use. (FC 1404.4)

Action: VO (SP-1) (Comply Forthwith)

Fire Watch

F) The commissioner may require, for demolition operations that are hazardous in nature that persons holding a certificate of fitness as a fire guard be provided to serve as an on-site fire watch. Fire guard personnel shall be provided with at least one approved means for notification of the department and their sole duty shall be to perform constant patrols and watch for the occurrence of fire. (FC 1404.5)

Action: VO (C-23) (Comply Forthwith)

FIRE ALARM REPORTING:

Emergency telephone: A telephone not requiring a coin to operate, or other approved clearly identified means to notify the department, shall be provided at an approved location. The street address of the construction site and the emergency telephone number of the fire department shall be posted adjacent to the telephone or other approved device. (FC 1409.1)

Action: VO (FSC-3) (Comply Forthwith)
ACCESS FOR FIREFIGHTING:

Approved vehicle access for fire apparatus shall be provided to all construction sites. Vehicle access shall be provided to within 100 feet of temporary or permanent fire department connections. Vehicle access shall be provided by either temporary or permanent roads, capable of supporting vehicle loading under all weather conditions. Vehicle access shall be maintained until permanent fire apparatus access roads are available. (FC 1410.1)

Action: VO (M-3) (Comply Forthwith)

SAFEGUARDING ROOFING OPERATIONS:

A) Portable fire extinguishers shall be provided in accordance with Section 906. There shall be not less than one multi-purpose portable fire extinguisher with a minimum 3-A 40-B: C rating on the roof being covered or repaired. (FC 1417.3)

Action: VO (SP-1) (Comply Forthwith)

B) It shall be unlawful to install any roofing material using a torch on a roof of combustible construction, or otherwise engage in roofing operations on roofs of combustible construction using hot work equipment. (FC 1417.4)

Action: Immediate Summons
Request Battalion Response
Request Fire Marshal to scene

PROTECTION FOR PEDESTRIANS:

Sidewalk Sheds

A) When a structure higher than 40 feet is to be constructed and the horizontal distance from the top of the structure to the inside edge of the sidewalk, walkway or temporary walkway is equal to one-half or less of the height of the structure.

B) When a structure higher than 25 feet is to be demolished and the horizontal distance from the top of the structure to the inside edge of the sidewalk, walkway or temporary walkway is equal to one-half or less of the height of the structure, or when a structure 25 feet or less is to be demolished and a sidewalk shed is required by the commissioner as part of a safety zone.

C) When, regardless of the height of the structure or the horizontal distance between the structure and the sidewalk, walkway or temporary walkway, material or debris is to be moved by a hoist, crane, derrick, or chute over a sidewalk, walkway or temporary walkway that is not closed to the public.

D) When a portion of a facade over 40 feet above curb level is being altered or repaired and the horizontal distance from the portion of the structure being altered or repaired to the inside edge of the sidewalk, walkway or temporary walkway is less than one-half the height of the structure being altered or repaired.
**Exception:** Access to walkways that are not under the jurisdiction of the Department of Transportation, and that are located in an area that is within a distance equal to or less than half the height of the highest work area, may be closed off by the authority having jurisdiction in lieu of providing a sidewalk shed provided the walkway is not required as part of the means of ingress or egress for a building.  

(BC 3307.3.1)

**Fences**

E) All new construction or demolition sites, regardless of the height of the building to be constructed or demolished, shall be enclosed with a fence that meets the requirements of Section 3307.7.

(BC 3307.3.2)

**Note:** When required by this code, fences shall be at least 8 feet high, and constructed of wood or other suitable material. They shall be built solid for their entire length, except for openings with solid sliding or in-swinging gates as are required for the proper prosecution of the work.

(BC 3307.7)

F) A fence may be used in lieu of a sidewalk shed when a structure higher than 40 feet is to be constructed, or a structure higher than 25 feet is to be demolished, and the horizontal distance from the structure being built or demolished to the inside edge of the sidewalk, walkway or temporary walkway is between one-half and three-quarters of the height of the structure.

(BC 3307.3.2)

**Guardrails**

G) For cases that do not fall within the circumstances described in Sections 3307.3.1 and 3307.3.2, a standard guardrail that meets the requirements of Section 3307.8 may be constructed along the inside edge of the sidewalk, walkway or temporary walkway. The rail shall be returned at its ends to the extent necessary to effectively close off the site. If permission to close the sidewalk has been obtained from the Department of Transportation, the railing may be constructed along the curb or outside of the curb to such extent as approved by the Department of Transportation.

(BC 3307.3.3)

**Standard Guardrail**

**Note:** A standard guardrail shall consist of a 2 inch by 4 inch wood top rail or equivalent capable of withstanding, without failure, a force applied in any downward or horizontal direction at any point along its top edge of at least 200 pounds. The guardrail shall be not less than 3 feet nor more than 3 feet 6 inches above the platform and there shall be a 1 inch by 4 inch wood intermediate rail midway between the top rail and the floor or standard toe board, both supported by 2 inch by 4 inch wood posts spaced not more than 8 feet apart. In lieu of wood construction, posts and rails may be constructed of at least 1¼ inch diameter standard pipe of at least 2 inch by 2¼ inch angles. Spacing of rails and posts shall be as required above.

(BC 3307.8)

**Standard Toeboard**

**Note:** Where a toeboard is required, it shall be at least 5½ inches high and constructed of metal, wood, or other substantial material. It shall be installed along the edge of the floor, opening, platform, ramp, or runway. Such standard toeboard shall be securely fastened to the posts and installed so that no open space exists between the floor and the standard toeboard.

(BC 3307.8.1)
Safety Netting
**See Netting Requirements section of this document**

Obstructions and Openings

H) Where a material pile or other obstruction, or an excavation, opening, or other hazard is located in or adjacent to a public way, such hazard shall be indicated by red flags or signs during daylight hours, and by red lanterns, red lights, oil flares, flashing beacons, lighted signs, or equivalent devices from sunset to sunrise. Such warning devices shall be located no more than 30 feet apart.  

(BC 3307.4.1)

Dangerous Areas

I) In areas where special danger to the public exists, such as at vehicle entrances and exits, hoisting areas, points of storage of explosives or highly flammable material, or discharge ends of chutes, descriptive warning signs shall be provided (DANGER AREAS). Such warning signs shall contain and, where in, or adjacent to, a public way, shall be illuminated from sunset to sunrise. Barricades and/or designated personnel shall be provided to the extent necessary to keep the public away from such areas or to guide them around the areas.  

(BC 3307.4.2)

Action: VO (SP-1) (Comply Forthwith) for all items above  
Consider: Requesting Battalion Response  
Consider: Requesting DOB to scene

DEPARTMENT OF BUILDINGS NOTIFICATIONS:

The New York City Department of Buildings (DOB) has the following resources that are available to units for inspections and consultations concerning conditions that may be discovered during the inspection of buildings under construction or demolition. There are three methods of contacting DOB:

- Emergency Notification
- High Priority Referral Report
- Telephone Consultation (non-emergency)

Emergency Notifications

All Emergency Notifications from FDNY to DOB shall be via Fire Dispatch, in accordance with FDNY Fire Dispatch Operations Advisory Number 05-06 and FDNY All Borough Circular 3/88.

Additional resources:  
DOB Emergency Operations Center:  
212-566-3415  
212-566-3431  
For Normal Business Days:  
0800 - 2200 hours  
0800 - 1600 hours, Saturday & Sunday
After Business Hours:
DOB Emergency Response Team / OEM (Car 93)
Skytel Pager 888-463-2838

**High Priority Referral Report**

The High Priority Referral Report shall be used to notify DOB of conditions which do not require an emergency response yet require a priority notification. Refer to Chapter 5, Reference # 2.1 for procedures on this referral.

**Telephone Consultations with DOB (Non-Emergency):**

Fire Officers who wish to consult with the Department of Buildings staff during normal business hours may call the Borough Inspection Managers:

- **Bronx:** 718-579-6919
- **Brooklyn:** 718-802-4035
- **Manhattan:** 212-566-5047
- **Queens:** 718-286-0675
- **Staten Island:** 718-816-2210

**Building Enforcement and Safety Team (BEST SQUAD)**

The Building Enforcement and Safety Team works to ensure the safe and lawful construction of major buildings (more than 75 feet in height), demolitions, excavations and residential construction sites by enforcing the building code with proactive inspections.

The BEST Squad:

- Performs periodic safety inspections of construction sites.
- Conducts scheduled safety inspections for demolitions in progress.
- Responds to and investigates complaints received.
- Conducts active inspection sweeps of new residential building sites.
- Location: Municipal Building, 1 Centre Street, and 23rd Floor, Room 2337.
- Telephone number: **212-669-7043**
- Office hours: 0830 - 1530 hours, Monday through Friday

**BY ORDER OF THE FIRE COMMISSIONER AND CHIEF OF DEPARTMENT**