

## **UPDATE: Changes to Elevator Inspections in DOB NOW: *Safety***

**DOB NOW: *Safety* will be updated January 24, 2022 to incorporate changes to elevator inspection and test requirements.**

### **Key Updates for Reporting Year 2022 & Later**

#### Periodic Inspections

- Periodic inspections must be performed by an approved Elevator Agency and submitted through DOB NOW: *Safety* (was previously performed by a contracted inspection agency on behalf of DOB).
- The inspection company cannot be the same as the owner's maintenance company.
  - The Elevator Agency Inspector must provide the eFiling account email address of the maintenance company's director, who will then be able to view the inspection report detail.
- Filing fee will initially be \$0 but will be changed to \$30 in the future.
- 14 days to file after inspection date.
  - Late filings will incur a \$150 civil penalty for every 30-day period after the due date.  
*NOTE: Late penalties will be waived for reports with inspection dates from January 1 through January 21, 2022 when the system was not available.*
  - Inspection date must be at least 90 days from the initial inspection date of an accepted Cat 1 test or periodic inspection.
  - Filings not submitted by January 14 of the following year will not be accepted and failure to file violations will be issued.
  - Any late penalties will have to be paid at time of filing.

#### Category Tests

- 21 days to file after inspection date (was previously 60 days)
  - Late filings will incur a late penalty for every 30-day period after the due date (was previously assessed per calendar month).  
*NOTE: Late penalties will be waived for reports with inspection dates from January 1 through January 21, 2022 when the system was not available.*
  - Cat 1 Tests: Inspection date must be at least 6 months from the initial inspection date of another Cat 1 test and at least 90 days from the initial inspection date of any periodic inspection.
  - Cat 1 Tests: Filings not submitted by January 21 of the following year will not be accepted and failure to file violations will be issued.
  - Cat 5 Tests: Filings not submitted by the 21<sup>st</sup> day of the month following the five-year anniversary will not be accepted and failure to file violations will be issued.

#### Affirmation of Corrections – Periodic Inspections & Category 1 Tests

- 104 days to correct, inspect and file after initial inspection date (was previously 180 days for Category 1 tests)
  - No filing fee for Periodic Affirmation of Corrections but will be changed to \$40 in the future.  
Late filings will incur a late penalty for every 30-day period after initial inspection date

- Extension Requests may be granted (for Category 1 tests only)
  - Up to two 45-day extension requests may be submitted.
  - First request must be filed within 104 days of initial inspection date.
  - Second request must be filed within 149 days of initial inspection date.
  - No fee for extension requests at onset but a fee may be charged in the future.
- 14 days to file after the affirmation of correction inspection date, otherwise inspection must be redone.

#### Test Notifications

- Must be submitted 5 days prior to test (was previously 10 days prior to test)

#### **Additional Information**

- [Periodic Elevator Inspections Must be Performed by Approved Agency on Behalf of Owner Service Notice](#) (November 30, 2021)
- [New Requirements for Category Testing of Elevators Service Notice](#) (December 30, 2021)

#### **Question & Answer Session**

DOB will conduct an online **Q&A Session** specific to Elevator Compliance Filings. To sign up, visit the **Upcoming Events** page at [www.nyc.gov/dobevents](http://www.nyc.gov/dobevents).

#### **DOB NOW Inquiries & Support**

To submit an inquiry about DOB NOW, visit the **DOB NOW Help Form** at [www.nyc.gov/dobnowhelp](http://www.nyc.gov/dobnowhelp).