

SERVICE UPDATE

Use of Revised Cranes & Derricks Forms to Take Effect

Pursuant to rule amendments contained in 1 RCNY 3319-01 and other requirements, effective May 24, 2017, applicants must use the following revised forms when submitting applications and notifications to the Cranes and Derricks Unit. Only the updated forms that specify a revision date of May 2017 in the bottom right corner will be accepted.

Form changes based on Rule amendments

- [CD4 Crane or Derrick Notice Application](#) – Required to submit a Crane Notice (CN) application. Changes include:
 - Form title
 - Data field boxes 1, 6, 7, and 8.
- [CD4-A Crane or Derrick Notice Application Amendment](#) – Newly created form. Replaces CD10 form for CN applications only. However CD10 form still applies for amending CD2 and CD3 forms. To be used to submit any change made after the original application has been approved.
- [CD4-EQ Designation of Multiple Equipment Users](#) – Newly created form. To be used to designate multiple equipment users. If filed without a CD4, this is considered an amendment and amendment fees apply.
- [CD12 Designation of Lift Director Form](#) – This form was formerly used to add additional Crane Safety Coordinator to job. Now it will be used to designate the Primary Lift Director. If filed without a CD4, this is considered an amendment and amendment fees apply.
- [CD25 On-Site Waiver](#) – To be used to request an exemption from a Certificate of On-Site Inspection for equipment that satisfies the conditions listed in Exception #3 to 1 RCNY 3319-01(c)(1), such as a service crane, clamshell rig, pile driver or a crane meeting the requirements of a 48 hour exemption.

Form Changes based on other requirements

- [CD3 Crane or Derrick Notice Application](#) – To be used only for the registration and subsequent annual inspection of truck cranes with boom lengths more than 50 feet and less than 135 feet and capacity of up to 3 tons.
- [CD7 Notification of Erecting, Climbing, or Dismantling of a Climber, Tower Crane, or Derrick Form](#) – To be used to notify the Department's Cranes & Derricks Unit before raising or lowering a climber, tower crane, or derrick. Changes include:
 - Derricks have been added as an additional equipment type requiring the submission of a CD7 form when applicable.

- **[CD11 Equipment Identification Form](#)** – To be submitted with the registration form CD2, CD3, or MC2 to record the equipment description and the equipment owner with first and last name typewritten. Changes include:
 - Equipment manufacturer, model number, and serial number have been added to the form as mandatory information to be provided at the time of form submittal.
- **[MC2 Mast Climber Device Application](#)** – Mast climber owners **must** submit the MC2 form for approval or re-registration of an individual mast climber. The MC2 should be submitted with supporting documentation, which **must** include a list of critical components of the mast, the owner’s certification and a disclosure of the mast climber history. Owners **must** re-submit this application each time the mast climber is to be used in New York City. Changes include:
 - Section 3 – Additional information
- **[MC4 Mast Climber Notice Application](#)** – The NYS-licensed Engineer who prepared the mast-climber plans **must** submit the MC4 with the plans to notify the Department that a mast climber will be used. Changes include:
 - Section 7 – Additional information

For questions or additional information, contact the Department’s Cranes and Derricks Unit at (212) 393-2411 or by email at candd@buildings.nyc.gov.

POST UNTIL: December 31, 2017