

# SERVICE NOTICE

## Updates to Boiler Inspection Reports in DOB NOW: *Safety*

**DOB NOW: *Safety* will be updated January 24, 2022 to incorporate changes to the annual boiler inspection requirements.**

### Key Updates for Reporting Year 2022 & Later

#### Inspection Reports

- 14 days to file after inspection date (was previously 45 days).
  - Late filings will incur a \$50 late 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.*
  - Filings not submitted by January 14 of the following year will not be accepted and failure to file violations will be issued.
  - Late penalties must be paid with the filing fee at time of filing.
  - Payment is the last step of the filing process.

#### Subsequent Inspection Reports (Affirmation of Corrections)

- 104 days to correct, inspect, and file after initial inspection date (was previously 180 days).
  - Late filings will incur a \$50 late penalty for every 30-day period after initial inspection date.
- Extension Requests may be granted.
  - Up to two 45-day extension requests may be submitted (was previously one 180-day extension).
  - First request must be filed within 104 days of initial inspection date.
  - Second request must be filed within 149 days of initial inspection date when granted the first extension.
  - A \$15 filing fee for extension requests (no change).
- 14 days to file after subsequent inspection date, otherwise inspection must be redone.

#### Test Notifications – Internal Inspections

- Must be submitted through DOB NOW: *Safety* (was previously done by email).

### Additional Information

- [Boiler Compliance](#) – for more information about Boiler Inspection Reports
- [New Periodic Boiler Inspection Requirements Service Notice \(December 30, 2021\)](#) – for details on the changes that went into effect on January 1, 2022

### Question & Answer Session

DOB will conduct an online **Q&A Session** specific to Boiler 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).