



DEPARTMENT OF BUILDINGS

EXECUTIVE OFFICES
60 HUDSON STREET, NEW YORK, N.Y. 10013

RUDOLPH J. RINALDI, Commissioner

BARRY G. COX
Assistant Commissioner
Borough Operations
(212) 312-8004

Issuance # 312

OPERATIONS
POLICY AND PROCEDURE NOTICE # 18/91

To: Distribution
From: Barry G. Cox
Date: 9 August 1991
Subject: Installation of Fire Suppression Systems -
Local Law 55/89

Purpose:

To establish a procedure for issuing permits for the installation of Fire Suppression Systems in accordance with Local Law 55/89.

This procedure only pertains to applications filed for a fire suppression system on or after July 25, 1991. Applications filed prior to July 25, 1991 by other than licensed or authorized individuals may be approved and permits may be issued according to the old procedure.

This procedure shall remain in effect until a license number verification system accessible on the BIS System has been created and implemented.

Effective Date:

July 25, 1991

Specifics:

In accordance with Local Law 55/89, installers of Fire Suppression Systems must be licensed or authorized by the Commissioner of the Department of Buildings.

All systems may be installed by licensed or authorized Fire Suppression Contractors (FSC). In addition, licensed plumbers are authorized to install a sprinkler system that contains up to and including 20 sprinkler heads off the domestic line.

Borough Offices:

Plan Examination

The plan examiner shall be responsible for determining the license class required to install the Fire Suppression System filed. The examiner must add this license class to the "Items Required" screen on the BIS System.

The installer of the Fire Suppression System must sign, as applicant, a TR-1 which shall be included in the application filed. In the space on the TR-1 marked "other" the installer shall indicate the license class he/she possesses.

Application Processing Division

Before issuing a work permit the clerk shall check the "Items Required" screen to verify that the individual who signed as "applicant" on the TR-1 to install a Fire Suppression System is authorized (licensed) to do so.

A listing shall be provided to the boroughs quarterly with the names of those individuals who may file an application for the installation of the following classes of Fire Suppression Systems:

Class A: Both chemical fire suppression and wet sprinkler systems

Class B: Wet fire sprinkler systems only

Class C: Chemical fire suppression systems only

Office of the Assistant Commissioner for Borough Operations

The Office of the Assistant Commissioner for Borough Operations shall provide to the borough offices, a quarterly listing of those persons allowed to file permit applications for the installation of Fire Suppression systems. The listing shall be dated and the new listing shall state that it supersedes the prior list.

JMc:mh



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MEMORANDUM

To: Borough Commissioners/Superintendents
Borough Managers

From: Barry G. Cox

Date: 13 March 1992

Subject: Fire Suppression Contractor (FSC) Use of TR-1
Clarification of PPN 18/91

This is to clarify the use of the TR-1 for fire suppression installers.

These installers are newly licensed and many do not yet have a license number. They also do not have a seal verifying their name and license number. The TR-1 is the means by which an FSC states that "he is who he claims he is". Essentially, the the TR-1 is acting as his seal.

The TR-1, used in this instance, is not for self-inspection. Consequently, no dates or initials should be entered in the columns labeled "Certification of Completed Inspections" for Fire Suppression System.

The FSC need only type in "Fire Suppression System", date of filing, and initial it under the columns labeled "Identification of Responsibilities". (See attached sample TR-1).