



BUILDINGS 2025-003 BULLETIN OPERATIONAL

ISSUANCE DATE
April 3, 2025



ISSUER: Constadino 'Gus' Sirakis, P.E.
Deputy Commissioner
Development & Technical Affairs

PURPOSE: This Bulletin provides clarification regarding the schedule for submissions and presentation format of TR8 Progress inspections as referenced in this section.

SUBJECT(S): TR 8 Progress Inspections, TR8 Inspections Reports, Approved Inspection Agencies, Progress Inspectors

RELATED CODE SECTIONS & RESOURCES

1 RCNY 5000-01, 1 RCNY 101-07 and 2020 NYC Energy Conservation Code

I. BACKGROUND

TR8 progress inspections are an integral part of ensuring compliance with the New York City Energy Conservation Code. The *Approved Progress Inspection Agency* maintains responsibility for the inspection and accurate reporting of Energy Code verifications during all required phases of construction activity. 1-RCNY 101-07 Section (b) (9) authorizes the Department to Audit "The operations of Approved Agencies." This bulletin clarifies the requirements for submittal to the Department for audit of records upon request.

II. SUBMITTALS

Progress Inspection Reports shall be submitted by the Approved Progress Inspection Agency, at the request of the Department, with documentation of each unique inspection as defined in 1 RCNY 101.7 (c)(3)(v)(C).

Documentation must include, but is not limited to, time, date, and subject of inspection, a detailed description of the assembly, equipment, or test being reported, reference to the drawing detail or specification being verified, and date stamped photo-documentation of each unique condition observed. Guidelines are available at <https://www.nyc.gov/site/buildings/codes/energy-conservation-code.page> for reference to Progress Inspection reporting requirements.

III. SCHEDULE

Approved Inspection Agent shall submit Progress Inspection Reports during construction. At regular intervals, described below, the Agent shall submit all inspections completed to date to: TR8inspections (Buildings) TR8inspections@buildings.nyc.gov.

Progress Inspection Reports shall be submitted for review:

- 1) Prior to completing the enclosure of exterior cladding, brick veneer, EIFS, or panelized systems of the thermal Envelope.

These Inspections typically include:

- A1 - Protection of exposed foundation insulation
- A2 - Insulation placement and R values (for exterior),
- A5 - Fenestration areas
- A6 - Air barrier visual inspection
- A7 - Air barrier testing **or** A8 - Air barrier continuity plan testing (*as applicable*)

- 2) Prior to the installation of gypsum board or other approved interior finishes after rough-in and sealing.

These Inspections typically include:

- A2 - Insulation placement and R values (for interior)
- A3 - Fenestration u-factor and product rating
- A4 - Fenestration air leakage
- A7 - Air barrier testing **or** A8 - Air barrier continuity plan testing (*as applicable*)
- B2 - Shutoff dampers (Commercial) or Ventilation and air distribution system (residential)
- B3 - HVAC-R and service water heating equipment
- B4 - HVAC-R and service water heating system controls
- B5 - HVAC-R and service water piping design and insulation
- B6 - Duct leakage testing, insulation, and design

- 3) At the completion of Mechanical and Lighting systems installation prior to painting and finishes.

These Inspections typically include:

- C1 - Metering
- C2 - Lighting in dwelling units (Commercial) or Interior lighting power (Residential)
- C3 - Interior lighting power
- C4 - Exterior lighting power
- C5 - Lighting controls
- C6 - Electrical motors and elevators
- D1 - Maintenance information
- D2 - Permanent certificate (Residential)
- D3 - Electric vehicle service equipment requirements (Residential)
- B2 - Ventilation and air distribution system (*as applicable* for controls)
- B6 - Duct leakage testing, insulation, and design (*as applicable* for controls)

IV. ACCEPTANCE & CONTINUATION OF WORK

Progress Inspection Reports may be audited and subject to clarification. The Approved Inspection Agent shall remain responsible for certification of site conditions. Should the Department audit reveal deficiencies in the as-built conditions, or discrepancies in Progress Inspection Reports, the Commissioner shall reserve the right to Stop Work and order remedy of same.