

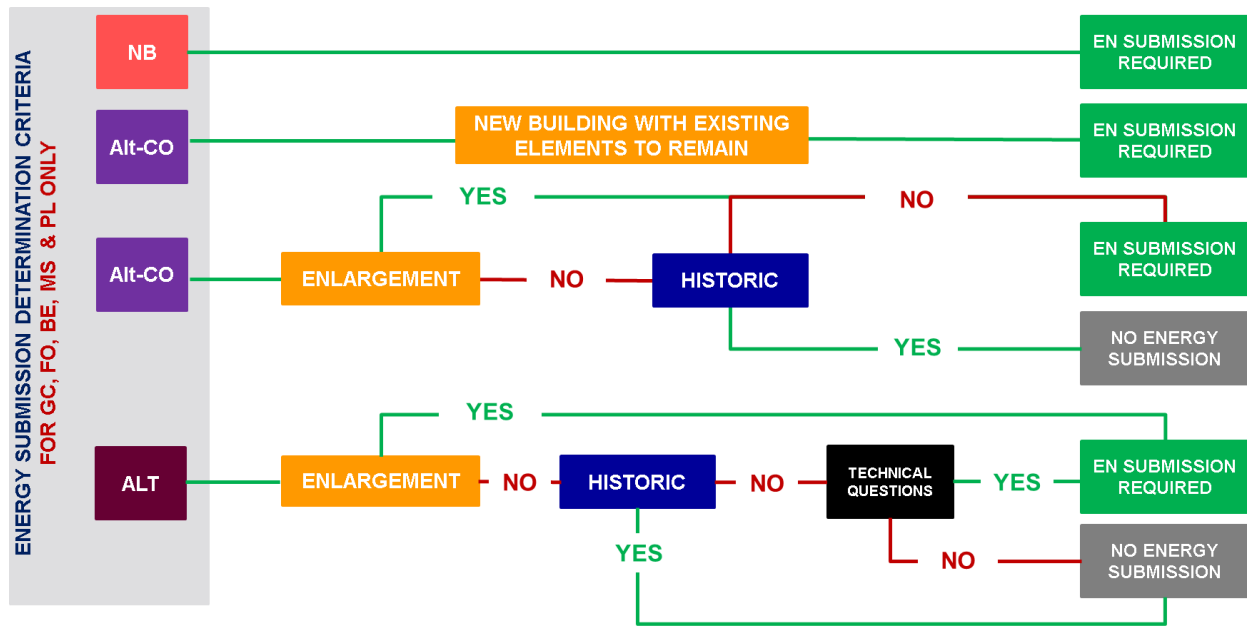
# SERVICE NOTICE

## New Energy Review Process to Launch in DOB NOW: *Build*

On November 8, 2021, a new integrated energy review process will be added to [DOB NOW: \*Build\*](#), in accordance with the [New York City Energy Conversation Code \(NYCECC\)](#).

Based on the type of filing and information provided, DOB NOW will automatically determine if an Energy Submission is required. The new process only applies to General Construction (GC), Foundation (FO), Boiler Equipment (BE), Mechanical Systems (MS), and Plumbing (PL) work types but is also dependent on other factors including Job Type, whether Enlargement is included, and if the building is Historic.

The below diagram provides an overview of when an Energy Submission will be required:



If an Energy Submission is required, an Energy tab and a separate ‘Energy Plan’ required document will be added to the filing. Additionally, DOB NOW will apply a separate Energy Fee according to the fee schedule included in the [New Fees for NYC Energy Conversation Code Compliance Reviews](#) Service Notice.

The Energy Submission plan review process will be separate and parallel to the standard plan review. The PW1 Plan Examiner can approve the Job Filing only when the Energy Review is complete.

For all BIS filings and DOB NOW filings that are started by November 5, 2021 (are in Pre-filing status or later), the current energy review process will continue.

### **DOB NOW Training**

The Department is conducting free training sessions to explain the new process and demonstrate how to use DOB NOW: *Build*. Visit the DOB NOW Training Page at [www.nyc.gov/dobnowtraining](http://www.nyc.gov/dobnowtraining) to register for training and to access step-by-step guides, user manuals, and videos.

### **DOB NOW Inquiries and Support**

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