

SERVICE NOTICE

Follow-up #2: Periodic Inspection of Parking Structures Reports to launch in DOB NOW: Safety

Beginning April 17, 2023, all Periodic Inspection of Parking Structure (PIPS) Compliance Reports are required to be filed in DOB NOW: *Safety*. Manual submissions will not be accepted after April 14, 2023.

To file a PIPS report in DOB NOW, the Qualified Parking Structure Inspector (QPSI) logs into DOB NOW at nyc.gov/dobnow using an eFiling account. Visit nyc.gov/efilingtips to sign-up for an eFiling account.

- Select **DOB NOW: Safety**, then **Parking Structures**.
- On the Parking Structure Dashboard select **+Periodic Inspection of Parking Structure Report (PIPS)** and enter the report information.

Training

Visit the DOB NOW Training Page at nyc.gov/dobnowtraining to register for training and to access user manuals, step-by-step guides, and videos.

DOB NOW Inquiries & Support

To submit a DOB NOW inquiry, visit the **DOB NOW Help Form** at nyc.gov/dobhelp. For non-technical questions, contact the Parking Structures unit at ParkingStructures@buildings.nyc.gov.