

**Purpose of form:**

This Technical Report shall be filed to demonstrate compliance for all progress inspections/tests required for the related job, in accordance with the New York City Energy Conservation Code, Rule §5000-01 and Rule §101-07. The design applicant must identify the inspections and/or tests necessary prior to approval. The progress inspection applicant must submit to identify responsibly for performing the progress inspection prior to permit. Upon satisfactory completion of the progress inspections/tests, the progress inspector must submit to certify completion of the progress inspections

**1 Location Information**

Provide the house number, and street name of the floor location for which progress inspections are being performed.

**2 Applicant Information**

- Check (X) the appropriate box to indicate the design applicant or progress inspections applicant. Check all that apply.
- Provide the last name, first name, and middle initial, business name, telephone number, address, and fax number mobile number, address of applicant, check (X) the appropriate license type and provide the license number.

**3 Progress Inspection Items**

- 3A - Prior to Approval filing (Application Processing/Plan Examination): The P.E. or R.A. responsible for plans shall identify the required progress inspections and/or tests prior to approval. Each progress inspection must be indicated definitively as required or not by check (X) Yes or No.
- 3B - Prior to Permit: The Progress Inspection Applicant shall identify and take responsibility for performing the required progress inspections by dating and initialing to take responsibility for the specified inspection(s).
- 3C - Prior to Sign-off: When all or a portion of the required progress inspections have been satisfied, the Progress Inspection Applicant shall date and initial to certify complete the specified inspection(s).
- 3D - Withdrawal: The Progress Inspection Applicant shall identify and withdraw from the specified inspection for which responsibility was taken.

**4 Design Applicant's Statement Signature**

Prior to Approval, the P.E. or R.A. responsible for the plans must select the compliance statement for submission of the required progress inspections.

**5 Inspection Applicant's Identification of Responsibilities**

Prior to Permit, the Progress Inspection Applicant must select the appropriate statement(s) to identify responsibility for and the certify qualification to conduct required inspections. Provide name, signature, and affix seal.

**6 Inspection Applicant's Certification of Completion**

Prior to Sign-Off, If the contents of the job folder have been scanned, the Progress Inspection Applicant must print a copy of the specific form they submitted Prior to Permit. The applicant must select the appropriate statement(s) to certify completion or withdrawal for responsibility of the progress inspections. Provide name, signature and affix seal.