

FAQ

Q. What is the difference between PAC Certificate and Certificate of Approval?

A: PAC Certificate can be acquired electronically by taking the training and submitting the survey questionnaire, online. Whereas a Certificate of Approval is issued only to contractors who submit a complete DLS package including, PAC Certificate, Transmittal and Employment report with supporting documents. A Certificate of Approval is issued upon review and approval.

Q. Do I need to complete a PAC training for all employment report submissions?

A: PAC training is only required for Construction Employment Reports (CER)

Q: Can I submit the minutes of the Pre-Award Conference that my project has acquired before the launch of E-PAC?

A: Yes, if the minutes have been completed and submitted before 2/1/2023

Q. If I have a valid certificate of approval, do I still need to take the E-PAC?

A. No, If you have a **valid** certificate of approval which means you had submitted the PAC minutes earlier, so you do not need to take the PAC training again

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Q. Will DLS accept an equivalent PAC certificate issued by another Agency and still valid?

A: Yes, it would be valid except for ICAP projects

Q. Where can I access the PAC training video?

A: <https://www.nyc.gov/site/sbs/businesses/contract-compliance.page>

Q How will I receive my PAC certificate after I complete the training and submit the online survey questionnaire?

A. The PAC certificates will be sent to the email address that you provide on the questionnaire immediately after you submit the questionnaire.

Q: What do I do if I don't receive the PAC Certificate after I complete the training and submit the questionnaire?

A: *Make sure you are checking the right email address as submitted on the survey questionnaire , If it is not in your inbox, check spam folder as well.*

Q: If I have any questions after completing the training, who do I reach out to?

A: *You can send your questions to DLS@sbs.nyc.gov or directly to the compliance officer you are working with.*