



TR8: Technical Report Statement of Responsibility for Energy Code Progress Inspections

Orient and affix BIS
 job number label here

This form must be typewritten

1 Location Information (required for all applications)

House No(s)	Street Name	BIN No(s)
Work on Floor(s)		

2 Applicant Information (required for all applications)

Choose all that apply: Design Applicant 3A, 4 Progress Inspections Applicant 3B-D, 5-6

Last Name	First Name	Middle Initial
Business Name		Business Phone
Business Address		Email Address
City	State	Zip
License Type <small>(choose one):</small> <input type="checkbox"/> P.E. <input type="checkbox"/> R.A.		License Number

3 Energy Code Progress Inspection (required for applications where Energy Code Compliance Progress Inspection is marked 'Yes' on TR1)

3A ← Identification of Requirement			3B Identification of Responsibilities	3C Certificate of Complete Inspections/Tests	3D Withdraw Responsibilities
Y	N	Progress Inspections	Initial & Date	Initial & Date	Initial & Date
	<input type="checkbox"/>	Protection of exposed foundation insulation	(IA1), (IIA1)		
	<input type="checkbox"/>	Insulation placement and R-values	(IA2), (IIA2)		
	<input type="checkbox"/>	Fenestration and door U-factor and product ratings	(IA3), (IIA3)		
	<input type="checkbox"/>	Fenestration air leakage	(IA4), (IIA4)		
	<input type="checkbox"/>	Fenestration areas	(IA5), (IIA5)		
	<input type="checkbox"/>	Air barrier – visual inspection	(IA6), (IIA6)		
	<input type="checkbox"/>	Air barrier – testing	(IA7), (IIA7)		
	<input type="checkbox"/>	Air barrier continuity plan testing/inspection	(IIA8)		
	<input type="checkbox"/>	Vestibules	(IIA9)		
	<input type="checkbox"/>	Fireplaces	(IB1), (IIB1)		
	<input type="checkbox"/>	Ventilation and air distribution system	(IB2)		
	<input type="checkbox"/>	Shutoff dampers	(IIB2)		
	<input type="checkbox"/>	HVAC-R and service water heating equipment	(IB3), (IIB3)		
	<input type="checkbox"/>	HVAC-R and service water heating system controls	(IB4), (IIB4)		
	<input type="checkbox"/>	HVAC-R and service water piping design and insulation	(IB5), (IIB5)		
	<input type="checkbox"/>	Duct leakage testing, insulation and design	(IB6), (IIB6)		
	<input type="checkbox"/>	Metering	(IC1), (IIC1)		
	<input type="checkbox"/>	Lighting in dwelling units	(IIC2)		
	<input type="checkbox"/>	Interior lighting power	(IC2), (IIC3)		
	<input type="checkbox"/>	Exterior lighting power	(IIC4)		
	<input type="checkbox"/>	Lighting controls	(IIC5)		
	<input type="checkbox"/>	Electrical motors and elevators	(IIC6)		
	<input type="checkbox"/>	Maintenance information	(ID1), (IID1)		
	<input type="checkbox"/>	Permanent certificate	(ID2)		
	<input type="checkbox"/>	Electric vehicle service equipment requirements	(ID3)		

* For column 3C, indicate date when the actual final inspection was performed.

4 Design Applicant's Statements and Signatures *(P.E./R.A. responsible for plans must sign and seal)*

I have identified herein all of the progress inspections, and commissioning required for compliance and determined whether commissioning is required.

Commissioning is required for applications where C408 or ASHRAE 90.1 Section 6.7.2.3 requires commissioning. Check one:

- This project requires commissioning and a preliminary commissioning report certification will be provided prior to sign-off.
- This project does not require commissioning.

Name (please print) _____

Signature _____ Date _____

P.E./R.A. Seal *(apply seal, then sign and date over seal)*

5 Inspection Applicant's Identification of Responsibilities

Check all that apply below:

- For the **Progress Inspections** indicated above in Section 3 and identified by me for responsibility, I certify that I am the principal/director of the progress inspection agency accepting responsibility for conducting the inspections as identified in section 3B. I further certify that I have read the applicable sections of the New York City Construction Codes and 1 RCNY 5000-01 in connection with progress inspections as well as 1 RCNY 101-07, which specifies the qualifications required for each progress inspector, and that this agency meets those qualifications for each and every progress inspection for which I/we take responsibility. I agree that both I and the agency will comply with all provisions of the New York City Construction Codes and the Rules. I am aware of the additional sanctions imposed on false filings by §28-211.1.2 of the Administrative Code.
- Change of Applicant:** I am a newly designated individual responsible for the items specified herein and I hereby state that:
 - None of the inspections/tests indicated herein have been performed to date by the previously designated individual.
 - Some of the inspections/tests indicated herein have been performed by the previously designated individual, as indicated in the attached report.

I am aware of the additional sanctions imposed on false filings by §28-211.1.2 of the Administrative Code.

Name (please print) _____

Signature _____ Date _____

P.E. / R.A. Seal *(apply seal, then sign and date over seal)*

6 Inspection Applicant's Certification of Completion

- I have completed the items specified herein and certify the following *(check one only)*:
 - All work performed substantially conforms to approved construction documents and has been performed in accordance with applicable provisions of the New York City Energy Conservation Code and other designated rules and regulations.
 - All work performed substantially conforms to approved construction documents and has been performed in accordance with applicable provisions of the New York City Energy Conservation Code and other designated rules and regulations, except as indicated in the attached report.

I am aware of the additional sanctions imposed on false filings by §28-211.1.2 of the Administrative Code.

- Withdrawal of Applicant:** I am withdrawing responsibility for the items of progress inspections and/or tests indicated herein and herewith submit the results or status of the work performed to date.

Name (please print) _____

Signature _____ Date _____

P.E. / R.A. Seal *(apply seal, then sign and date over seal)*