



**Division of Construction  
Code Compliance Department**

**DASNY Guidance – NYC DEP/ATRU Work  
Place Safety Plan and Asbestos Abatement  
Permit Submission Check Lists  
1/7/2021**

| SUBMITTED | WORK PLACE SAFETY PLAN (WPSP)   |
|-----------|---|
|           | <p>Note: A WPSP is not required for “minor” size (<math>\leq 10</math> Square Feet [SF] / <math>\leq 25</math> Linear Feet [LF]) asbestos abatement projects</p>  |
| 1         | <p>Only identify the asbestos containment/work areas that trigger a “Yes” answer on the ACP7 and list the quantities of ACMs that are associated with the WPSP for each work area. The ACP7 must be consistent with the Yes answers on the WPSP.</p>  |
| 2         | <p>Identify all decontamination enclosure locations and all decontamination enclosure system components. Provide a detail of all decontamination enclosures and coordinate these locations with the legend.</p>   |
| 3         | <p>Identify all isolation/critical barrier locations. Specific elevation and cross sectional details of these barriers must be provided. Hardwall barriers must not be installed that obstruct stairwells and emergency/fire exit locations. Coordinate these locations with the legend.</p>  |
| 4         | <p>Identify the occupant loading. The occupant loading must include occupants and the number of asbestos abatement workers. If egress obstructions are not part of the abatement, add a note to each drawing.</p>   |
| 5         | <p>Identify alternate egress routes along with the travel distances. Also identify dimensions of the exit corridors. If egress obstructions are not part of the abatement, add a note to each drawing.</p>  |
| 6         | <p>Identify all abatement Phases for Work Areas covered under the WPSP.</p>   |
| 7         | <p>Identify all NYC DOB filing numbers for this project.</p>  |
| 8         | <p>Provide a tenant protection plan if occupied dwelling unit(s).</p>   |
| 9         | <p>Written description of mitigation methods for compromised fire protection system components and/or means of egress. If the travel distances with sprinklers (200’) and without sprinklers (150’) are exceeded and/or compromised fire protection components are encountered, a typical mitigation measure would include the utilization of a 24/7 fire guard performing a fire watch. The fire guard would be required until a satisfactory inspection is performed by a RDP/Special Inspection Firm.</p>  |
| 10        | <p>Coordinate with the Design Manager to identify and list all required inspections. The inspections must only be applicable to building components removed during asbestos abatement. The only inspection that shall be identified within the ATR1 is the “Final Inspection”. The WPSP shall indicate that all other required inspections shall be performed by “others” under a specific NYC DOB filing number. The NYC DOB filing number(s) for the “other” inspections shall be identified within the WPSP. Item #5 (Final Inspection) on the ATR1 form must be electronically acknowledged by the firm that developed the WPSP. Item #7, on the ATR1 form must be electronically acknowledged by the owner. The owner’s representative is Christopher Alonge, PE of DASNY (Use the following email address for the owner: <a href="mailto:dep-arts@dasny.org">dep-arts@dasny.org</a>).</p> |
| 11        | <p>Provide all related construction documentation and drawings associated with the ‘yes’ answers on the ACP-7. Floor plans must show the affected building component(s).</p>  |
| 12        | <p>ATRU scope of work statement, which will be included on the ATRU permit after review and approval.</p>   |



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| SUBMITTED | WORK PLACE SAFETY PLAN (WPSP)  |
|-----------|--|
| 13        | Identify Building Identification Number (BIN), block & lot #'s, lot size, building size, number of stories, occupancy use group of the building and construction classification. |
| 14        | The typical DEP and DOB codes and notes shall be identified on the title plans.  |
| 15        | All drawings must provide a title block showing type of drawing and floor location.  |
| 16        | If abatement includes multiple pages (i.e. for phasing), all pages must be combined into one PDF file.   |
| 17        | Signature and seal by a registered design professional on all drawings.  |
| 18        | One electronic set of full size sealed drawings shall be forwarded to the Asbestos Contractor to be uploaded when the project is filed with an ACP7.                             |



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| SUBMITTED | ASBESTOS ABATEMENT PERMIT (AAP)  |
|-----------|--|
|           | Supporting information necessary for submission, if Work Place Safety Plan not required (29A-D triggers only). If a WPSP and AAP are both required (i.e. ‘yes’ answers to 28 & 29), the WPSP shall also include all AAP information.   |
|           | Note: An AAP is not required for “minor” size ( $\leq 10$ Square Feet [SF] / $\leq 25$ Linear Feet [LF]) asbestos abatement projects   |
| 1         | Identify the asbestos containment/work areas that trigger a “yes” answer on the ACP7. Question 29 D on the ACP7 does not apply to HVAC equipment (i.e. mechanical systems, steam/chilled water lines/valves/flanges, etc.). Verification by the RDP is also required to answer Questions 29 A, B & C on the ACP7 to identify if the plumbing chase, wall partition or shaft walls are or are not fire rated. |
| 2         | Identify all decontamination enclosure locations and all decontamination enclosure system components. Provide a detail of all decontamination enclosures and coordinate these locations with the legend.   |
| 3         | Identify all isolation/critical barrier locations. Specific elevation and cross sectional details of these barriers must be provided. Hardwall barriers must not be installed that obstruct stairwells and emergency/fire exit locations. Coordinate these locations with the legend.  |
| 4         | Identify the occupant loading. The occupant loading must include occupants and the number of asbestos abatement workers. If egress obstructions are not part of the abatement, add a note to each drawing.   |
| 5         | Identify alternate egress routes along with the travel distances. Also identify dimensions of the exit corridors. If applicable, add a note to the drawings identifying that egress will not be obstructed during asbestos abatement activities. If egress obstructions are not part of the abatement, add a note to each drawing.   |
| 6         | Identify all abatement Phases for Work Areas covered under the WPSP.   |
| 7         | Identify all NYC DOB filing numbers for this project.  |
| 8         | Provide a tenant protection plan if occupied dwelling unit(s).   |
| 9         | Written description of mitigation methods for compromised fire-resistive components. If the fire protection components are compromised, a typical mitigation measure would include the utilization of a 24/7 fire guard performing a fire watch. The fire guard would be required until a satisfactory inspection is performed by a RDP/Special Inspection Firm.   |



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| <b>SUBMITTED</b> | <b>ASBESTOS ABATEMENT PERMIT (AAP)</b><br><br>Supporting information necessary for submission, if Work Place Safety Plan not required (29A-D triggers only). If a WPSP and AAP are both required (i.e. 'yes' answers to 28 & 29), the WPSP shall also include all AAP information.   |
|------------------|--|
| 10               | Coordinate with the Design Manager to identify and list all required inspections. The inspections must only be applicable to building components removed during asbestos abatement. The only inspection that shall be identified within the ATR1 is the "Final Inspection". The WPSP shall indicate that all other required inspections shall be performed by "others" under a specific NYC DOB filing number. The NYC DOB filing number(s) for the "other" inspections shall be identified within the WPSP. Item #5 (Final Inspection) on the ATR1 form must be electronically acknowledged by the firm that developed the WPSP. Item #7, on the ATR1 form must be electronically acknowledged by the owner. The owner's representative is Christopher Alonge, PE of DASNY (use the following email address for the owner: dep-arts@dasny.org). |
| 11               | Provide all related construction documentation and drawings associated with the 'yes' answers on the ACP-7. The construction documentation must detail how the affected fire-resistive components in the work area(s) are to be returned to original condition.  |
| 12               | ATRU scope of work statement, which will be included on the ATRU permit after review and approval.   |
| 13               | Identify Building Identification Number (BIN), block & lot #'s, lot size, building size, number of stories, occupancy use group of the building and construction classification.   |
| 14               | The typical DEP and DOB codes and notes shall be identified on the title plans. Refer to appendix A for examples of different title plans.   |
| 15               | All drawings must provide a title block showing type of drawing and floor location.  |
| 16               | Signature and seal by a registered design professional on all drawings.  |
| 17               | One electronic set of full size sealed drawings shall be forwarded to the Asbestos Contractor to be uploaded when the project is filed with an ACP7.   |