



DEPARTMENT OF BUILDINGS  
EXECUTIVE OFFICES  
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Issuance # 239

OPERATIONS  
POLICY AND PROCEDURE NOTICE #14/90

To: Distribution  
From: Barry Cox  
Date: April 27, 1990  
Subject: Installation of Reduced Pressure Zone Back Flow Preventors (RPZ)

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**Purpose:** This procedure is designed to ensure proper processing of Plumbing Repair Applications filed by building owners/agents for installation of back flow preventors in existing buildings.

**Specifics:**

New York State Sanitary Code (Sect. 5-1.31) requires that all water customers who may pose a threat to the public water supply system install, test and maintain a back flow prevention device. Any establishment which has contaminants in its water system, poses a threat of these contaminants entering the potable water piping system and subsequently, the public water supply.

1. Licensed Plumbers will be required to file a Plumbing Repair Application (PRA) or other Department of Buildings application, as applicable, when installing backflow prevention devices in existing buildings.

2. Department of Environmental Protection will use the DOB PRA numbers to identify jobs on New York State Department of Health form - "Requests For Completed Work Approval" (form GEN 215B). DEP will require a licensed master plumber to certify on this form that the installation has been personally inspected and is in accord with Building Department requirements.

3. DEP will mail, at least once every 3 months, all form GEN 215B's which have been signed off by a licensed master plumber. DOB will accept the plumber certifications as controlled inspections.

4. The Department of Buildings will close its records upon receipt of form 215B.