KeepMyGas, LLC www.KeepMyGas.nyc

- **☑** Due diligence questions to ask before hiring an LL152 inspector:
- Is the inspector a Licensed Master Plumber (LMP) or a qualified employee of one?

 If not an LMP, they must meet DOB requirements for experience, training and Worker Wallet credentialing and be prepared to produce those credentials on request.
 - <u> View the Plumbing Foundation's qualification flowchart</u>
- Is the LMP actively licensed with the NYC Department of Buildings? You can verify by searching by name, business name or license number.
- Has the LMP been subject to any DOB disciplinary actions? You can verify by searching by name.
 - <u> Check the DOB disciplinary action database</u>
- Will the inspector help you resolve any needed repairs and file the final GPS-2 form to certify the repairs have been completed?

If your inspector won't handle repairs, the LMP who does must conduct a new inspection.

- Even if not required, did the LMP complete a DOB-approved 7-hour gas safety course? This shows additional commitment to compliance and best practices.
- Was the scope of the inspection clearly explained ahead of time?
 A qualified inspector should review the full process and the 3 possible outcomes before starting.
- Does the inspector carry both General Liability (GL) and Professional Liability (E&O) insurance? GL insurance alone does not cover inspections. E&O is critical.
- Will the inspector provide proof of insurance and a certificate for both GL and E&O coverage? Always ask for documentation before the inspection begins.
- Has the inspector confirmed your building's inspection due date and advised on extensions if needed? Verifying your Cycle 2 year and whether you would like a deadline extension is part of responsible service.
- Will the inspector file the GPS-2 form for you through the official DOB portal? They should also confirm filing by providing the DOB's confirmation receipt.
- Will the inspector give you both a paper and digital copy of your GPS-1 and GPS-2 forms? These records are essential and must be retained for 10 years per the DOB.
- Is the leak survey conducted using a PSC-approved combustible gas detection device?
 The device must meet NYS Public Service Commission standards for accuracy and reliability.