City of Chicago
Department of Buildings

RULES AND REGULATIONS
FOR
ANNUAL INSPECTION CERTIFICATION
OF
CONVEYANCE DEVICES

City of Chicago
Rahm Emanuel
Mayor

Michael Merchant
Commissioner of Buildings
BY AUTHORITY VESTED IN THE COMMISSIONER OF BUILDINGS PURSUANT TO THE GENERAL PROVISIONS OF THE MUNICIPAL CODE OF CHICAGO, THE FOLLOWING RULES AND REGULATIONS OF THE ANNUAL INSPECTION CERTIFICATION PROGRAM ARE ADOPTED HEREIN.

By Order of the Commissioner:

Michael Merchant

4/30/2013

Date

Effective: 4/30/2013
CITY OF CHICAGO
DEPARTMENT OF BUILDINGS

RULES AND REGULATIONS

FOR

MANDATED INSPECTIONS OF CONVEYANCE DEVICES

UNDER THE

ANNUAL INSPECTION CERTIFICATION ("AIC") PROGRAM

ARTICLE I: GENERAL REQUIREMENTS

Rule No. 1  Nature and purpose of the AIC program. The Annual Inspection Certification ("AIC") program covered by these rules provides for the inspection of all conveyance devices that are located in buildings within the City of Chicago; that are regulated under Chapter 18-30 of the Municipal Code of Chicago ("the Code"); and that are required to be inspected under Section 13-20-100.

Administered by the Department of Buildings, the AIC program requires building owners, at the mandate of the building commissioner, to secure an inspection of the building’s conveyance devices, conducted by an authorized technician, for the purpose of determining whether the devices are in good working order and safe for public use; to certify to the City that such an inspection has been conducted; and, if necessary, to take any and all remedial action required to bring the devices into compliance with the requirements of the Code.

Rule No. 2  Accessing information about the AIC program. Information about the AIC program shall be made available by the department on the department’s website at www.cityofchicago.org/buildings/AIC or can be obtained by contacting the department via e-mail at AIC@cityofchicago.org.

Rule No. 3  Definitions. As used in these rules, unless the context indicates otherwise:

“Annual Inspection Certification Program” or “AIC program” has the meaning ascribed to the term in Rule No. 1.

“Authorized technician” or “AT” means any inspector that (1) holds a valid Elevator Inspector License, and is either (2) employed by a duly licensed Elevator Inspection Company listed on the department’s website as provided for in Rule No. 29, or (3) the sole proprietor of a duly licensed Elevator Inspection Company listed on the department’s website as provided for in Rule No. 29.
“Annual” means each calendar year.

“ASME” means the American Society of Mechanical Engineers.

“AT’s statement and certification” or “statement and certification” means the statement and certification required under Rule No. 35 to be submitted to the department by an authorized technician upon completion of an inspection by such authorized technician under the AIC program.

“Building” has the meaning ascribed to the term in Section 13-4-010.

“City” means the City of Chicago.

“City inspector” means an inspector under the employ of the department of buildings.


“Commissioner” means the commissioner of buildings or the commissioner’s designee.

“Conveyance device” means any equipment regulated under Chapter 18-30 of the Code.

“Department” means the department of buildings.

“Elevator Inspection Company” means any Elevator Inspection Company holding a valid (1) Elevator Inspection Company License issued by the Office of the State Fire Marshal of the State of Illinois in accordance with the Elevator Safety and Regulation Act, as amended, codified at 225 ILCS 312 et. seq.; and (2) Limited Business License issued under Section 4-4-020 of the Code.

“Elevator Inspection Company License” means an Elevator Inspection Company License issued by the Office of the State Fire Marshal of the State of Illinois in accordance with the Elevator Safety and Regulation Act, as amended, codified at 225 ILCS 312 et. seq.

“Elevator Mechanic Contractor” means an Elevator Mechanic Contractor holding a valid Elevator Mechanic Contractor License issued under Chapter 4-298 of the Code.
“Minor repair(s)” means any repair to a conveyance device that does not require the issuance of a building permit as a precondition to making such repair.

“Owner” has the meaning ascribed to the term in Section 13-4-010.


“Supervising elevator mechanic” means a supervising elevator mechanic within the meaning of Chapter 4-298 of the Code.

**Rule No. 4**  
*Electronic submission of information – Required.* All information, forms, certifications or other materials required under the AIC program shall be submitted on-line by the building owner or authorized technician, as applicable, in accordance with instructions provided by the department.

**Rule No. 5**  
*False statements.* Any person who knowingly makes a false statement of material fact in connection with the submission of any information, form, certification or other material required in connection with the AIC Program is subject to prosecution under the False Statement Ordinance, Chapter 1-21, of the Municipal Code of Chicago.

**Rule No. 6.**  
[Reserved].

**Rule No. 7.**  
[Reserved].

**Rule No. 8.**  
[Reserved].

**ARTICLE II. PARTICIPATION IN THE AIC PROGRAM – REQUIRED WHEN**

**Rule No. 9**  
*Participation in AIC program – Required when.* Except as otherwise provided in Rules No. 11, 12 or 13, the owner of each building located within the City of Chicago shall be required to participate in the AIC program (1) if the building is equipped with any conveyance device regulated under Chapter 18-30 of the Code, and (2) such conveyance device is required to be inspected under Section 13-20-100 and (3) as directed by the Commissioner of Buildings.

**Rule No. 10**  
*Buildings owned by sister agencies and Cook County – Participation in AIC program – Required.* Conveyance devices in all buildings that are owned or entirely under the direct control of Cook County or the Chicago Housing Authority, Chicago Transit Authority, Chicago Public Schools, City Colleges of Chicago, Chicago Park District, Department of Aviation, or Municipal Water Reclamation District shall be inspected under the AIC program.
Rule No. 11  Participation in AIC program – Prohibited when. A building owner is not eligible to participate in the AIC program if any conveyance device located within such building (1) is the subject matter of an ongoing proceeding at the department of administrative hearings or the Circuit Court of Cook County, and (2) such proceeding involves an allegation of a life safety violation of the Code relative to such conveyance device. During the applicable inspection period, the building and all conveyance devices in such building shall be subject to inspection by a city inspector. The building owner shall be required to pay any and all fees required to be paid under the Code in connection with such inspection by a city inspector.

Rule No. 12  City-owned buildings – Participation in AIC program not required. Conveyance devices in all city-owned buildings shall be inspected by city inspectors.

Rule No. 13  Federal and state buildings – Participation in AIC program not required. Conveyance devices in buildings that are owned or entirely under the direct control of the State of Illinois or any agency of the United States are exempt from participation in the AIC program and shall not be subject to inspection by city inspectors.

Rule No. 14  [Reserved].

Rule No. 15  [Reserved].

Rule No. 16  [Reserved].

ARTICLE III. DUTIES OF BUILDING OWNERS

Rule No. 17  Notification of inspection of conveyance devices. When an inspection of any conveyance device within a building is required to be performed under the AIC program, the department may issue a “Notice of Inspection of Conveyance Devices” to the building owner. Failure to receive a notice shall not serve as defense for failure to comply with this program.

Rule No. 18  Duty to comply with instructions. It shall be the duty of the building owner to comply with all instructions in any applicable form or certification required to be completed on-line by the building owner in connection with the AIC program. If a “Notice of Inspection of Conveyance Devices” is sent, it shall be the duty of the building owner to comply with all instructions indicated in or accompanying such Notice.

Rule No. 19  Duty to provide complete, truthful and accurate information. It shall be the duty of the building owner to provide complete, truthful and accurate information on all
forms or certifications required to be submitted by such building owner in connection with the AIC program.

**Rule No. 20** *Duty to keep ownership information current.* It shall be the duty of the building owner to keep current, during the applicable AIC program period all building ownership information submitted by such owner in connection with the AIC program.

**Rule No. 21** *Duty to submit all required forms and certifications in a timely manner.* It shall be the duty of the building owner to submit on-line to the department, on or before the due date, all forms and certifications required to be completed and submitted by such building owner in connection with the AIC program. Any building owner who fails to comply with any requirement of this rule shall be in violation of Section 18-30-017 of the Code and shall be subject to a fine of not less than $200.00 nor more than $500 for each offense as set forth in Section 18-30-430 of the Code.

Each day that a violation continues shall constitute a separate and distinct offense to which a separate fine shall apply. Such fine shall be in addition to any late filing fee or other penalty provided by law. In addition, the building identified in such notice and all conveyance devices located therein may be subject to a comprehensive inspection by a city inspector. The building owner shall be required to pay any and all fees required to be paid under the Code in connection with such inspection by a city inspector.

**Rule No. 22** *Duty to take corrective action – Work requiring a building permit.* If, following an inspection of any conveyance device under the AIC program, an authorized technician ("AT") determines that a repair or upgrade requiring a permit is needed in order to bring the conveyance device into compliance with the requirements of the Code, the AT shall so notify the building owner in writing. It shall be the duty of such owner (1) to cause the required repair or upgrade to be made, in a timely manner, by an Elevator Mechanic Contractor licensed by the City of Chicago; (2) to obtain any permit that is required to perform such work; and (3) upon completion of such work, to contact the department to request an inspection of the permitted work.

**Rule No. 23** *Duty to take corrective action – Work not requiring a building permit.* If, following an inspection of any conveyance device under the AIC program, an authorized technician determines that only minor repair(s) are required to bring a conveyance device into compliance with the requirements of the Code, the AT shall, upon completion of the inspection, so notify the building owner in writing. It shall be the duty of the building owner, prior to certification of the report by the AT and submission by the AT of the AT's statement and certification, to cause such minor repair(s) to be made by an Elevator Mechanic Contractor licensed by the City of Chicago.
Rule No. 24  *Duty to refrain from operating dangerous, hazardous or unsafe equipment.* If a building owner is notified by the department or an authorized technician that a conveyance device is dangerous, hazardous or unsafe, the building owner shall not operate such device, or cause such device to be operated, until such time that the building commissioner determines that such equipment has been restored to safe and proper condition within the meaning of subsection (b) of Section 13-20-130.

Rule No. 25  *Duty to retain and produce the results of periodic tests.* It shall be the duty of the building owner (1) to ensure that all required periodic tests of conveyance devices are performed in a timely manner; and (2) to keep on file, for a period of six years, the results of such periodic tests; and (3) upon request by any authorized technician ("AT") hired by such building owner or city inspector, to make the results of such periodic tests available for inspection by such AT or city inspector.

Rule No. 26.  *Duty to notify the commissioner if an inspection certificate is altered, defaced, modified or duplicated.* It shall be the duty of the building owner, as required under Section 13-20-110 of the Municipal Code of Chicago, to immediately notify the commissioner if any certificate of compliance issued under Section 13-20-110 for any conveyance device within the building has been altered, defaced, modified or duplicated in any way.

Rule No. 27  *Fees – Fee waivers.* Building owners participating in the AIC program shall be required to pay, for each conveyance device inspected by an authorized technician, the document review fee provided for in Section 13-20-014. No submission of any on-line form or certification required under the AIC program shall be deemed by the department to be complete unless such submission is accompanied by payment of the applicable document review fee. Provided, however, that if the City Council enacts an ordinance authorizing the waiving of city inspection fees for any equipment or building or portion thereof required to be inspected under the AIC program, the document review fee required under this rule shall also be waived for such equipment or building or portion thereof. Provided further, that the owner of such building shall be required to participate in the AIC program in all other respects and shall be responsible for the cost of hiring an authorized technician to conduct any inspection required under these rules.

Rule No. 28  [Reserved].

ARTICLE IV. AUTHORIZED TECHNICIANS AND INSPECTION COMPANIES: ELIGIBILITY REQUIREMENTS FOR PARTICIPATION IN PROGRAM

Rule No. 29  *Inspection companies – Eligibility to participate in the AIC program.* The department of buildings shall maintain and post on the department’s website a list
of all duly-licensed Elevator Inspection Companies authorized to participate in the
AIC program. Except as otherwise provided in Rules No. 63 or 69, such a list
shall comprise of any inspection company that holds a valid Elevator Inspection
Company License as defined in Rule No. 3. Such inspection company may be a
sole proprietorship; provided, however, that if such inspection company is a sole
proprietorship, such sole proprietor must hold both an Elevator Inspection
Company License and an Elevator Inspector License in order to be eligible to
participate in the AIC program.

Rule No. 30 Authorized technicians – Eligibility to participate in the AIC program. Except as
otherwise provided in Rules No. 63 or 69, a person shall be eligible to participate
as an authorized technician under the AIC program if such person (1) holds a valid
Elevator Inspector License, and is either (2) employed by a duly licensed Elevator
Inspection Company listed on the department’s website as provided for in Rule
No. 29, or (3) the sole proprietor of a duly licensed Elevator Inspection Company
listed on the department’s website as provided for in Rule No. 29.

Rule No. 31 [Reserved].

Rule No. 32 [Reserved].

Rule No. 33 [Reserved].

ARTICLE V. DUTIES OF AUTHORIZED TECHNICIANS

Rule No. 34 Inspection standards. It shall be the duty of the authorized technician (“AT”)
responsible for inspecting any conveyance device under the AIC program (1) to
comply with all instructions for ATs posted on the department’s website or set
forth in forms required to be submitted by the AT in connection with the AT’s
statement and certification; (2) to inspect such device in accordance with the
requirements set forth in the Municipal Code of Chicago at the time such
conveyance device was installed or modernized; and (3) to conduct any such
inspection in accordance with the standards required for “periodic inspections” as
Elevators and Escalators. Provided, however, that witnessing of periodic tests is not
required. Provided further, that if a periodic test is not witnessed, the AT (i) shall
verify that any required periodic test was performed; and (ii) shall verify for each
applicable category set forth in Table N-1 whether the applicable ASME
requirement has been met.

Rule No. 35 Duty to provide complete, truthful and accurate information in AT statement and
certification. It shall be the duty of the authorized technician (“AT”) responsible
for inspecting any conveyance device under the AIC program to completely,
accurately and truthfully report, for each conveyance device inspected by such AT,
the results of such inspection. Such report shall certify whether such conveyance device is in compliance with the requirements of the Code, and shall be submitted to the department using the on-line form provided by the department for such purpose in accordance with the instructions set forth in such form.

Rule No. 36  
**Duty to comply with Code of Professional Conduct.** It shall be the duty of the authorized technician responsible for inspecting any conveyance device under the AIC program to abide by the Code of Professional Conduct set forth in Article VI of these rules.

Rule No. 37  
**Duty to report dangerous or hazardous conveyance devices – Duty to notify owner – Duty to witness that device has been secured against operation.** If, following an inspection of any conveyance device under the AIC program, an authorized technician determines that such device is dangerous, hazardous or unsafe for use by any person, it shall be the duty of such AT (1) to immediately call the City of Chicago’s non-emergency number, 3-1-1, to report such dangerous, hazardous or unsafe device as an “emergency” situation; (2) to directly contact the Elevator Bureau of the Department of Buildings to report such dangerous, hazardous or unsafe device as an “emergency” situation; (3) to notify in writing the AT’s employer, the building owner, the building manager and any other applicable client that such conveyance device is dangerous, hazardous or unsafe for use by any person and that all operation of such device must cease immediately; (4) To post a temporary written notice on the doors of the device and the device’s electrical power disconnect as applicable.

Upon notification, City of Chicago Elevator Inspectors shall inspect the device to remove the temporary written notice and post the official City of Chicago - Out of Service / Cease Operation Notice red tag upon the device and the device’s electrical power disconnect switch as applicable. (5) to remain on site until such conveyance device is secured against operation. (6) to use careful discretion while performing the duties of this rule.

Rule No. 38  
**Duty to notify the commissioner if an inspection certificate is altered, defaced, modified or duplicated.** It shall be the duty of any authorized technician ("AT") charged with managing, controlling or reporting on any equipment within the scope of services provided by such AT pursuant to a written contract to immediately notify the commissioner, as required under Section 13-20-110, if any certificate of compliance issued under Section 13-20-110 for such equipment has been altered, defaced, modified or duplicated in any way.

Rule No. 39  
[Reserved].

Rule No. 40  
[Reserved].
ARTICLE VI. AUTHORIZED TECHNICIANS: CODE OF PROFESSIONAL CONDUCT

Rule No. 41  Duty to protect the public. Authorized technicians shall hold paramount the health, safety and welfare of the public in the performance of their professional duties.

Rule No. 42  Duty to be impartial. Authorized technicians ("the AT") shall be fair, objective and impartial when deciding whether a conveyance device conforms to the requirements of the Code or needs to be upgraded or repaired.

Rule No. 43  Duty to be honest. Authorized technicians ("the AT") shall not indicate in any form or certification required to be completed by the AT that a conveyance device is code-compliant when, in fact, the AT knows, or has reason to know, that such conveyance device is not code-compliant.

Rule No. 44  Duty to report violations of the Code of Professional Conduct. If an authorized technician ("the AT") has actual knowledge or reason to believe that another person or entity is violating any provision of this Code of Professional Conduct, such AT shall, without undue delay, present such information to the building commissioner in writing and shall cooperate fully with the department in any investigation into the matter that may ensue.

Rule No. 45  Duty to avoid conflicts of interest. Authorized technicians ("the AT") shall act as the faithful agent or trustee of their employer and client(s). As such, the AT shall (1) avoid all known conflicts of interest with their employer or client, (2) inform their employer or client of any business association, interest or circumstance that could influence the AT’s judgment when evaluating a conveyance device for code compliance or that could otherwise affect the quality of the professional services being provided by the AT, and (3) not undertake any assignment that knowingly creates a potential conflict of interest between the AT and the AT’s employer or client.

Rule No. 46  Duty of supervising elevator mechanic not to inspect his or her own work. If an authorized technician ("the AT") is also a supervising elevator mechanic, such AT shall not inspect his or her own work, or any work performed by any member of the AT’s company, or the work of the member of any company affiliated with the AT’s company.

Rule No. 47  Duty not to inspect work performed by colleagues. If an authorized technician ("AT") conducting an inspection of any conveyance device is employed or otherwise engaged by an Elevator Inspection Company that employs or otherwise engages Elevator Mechanic Contractors to perform work on conveyance devices, such AT shall not inspect any work performed by such Elevator Mechanic
Contractors, or the work of any Elevator Mechanic Contractor employed by any company affiliated with such Elevator Inspection Company.

**Rule No. 48** *Duty not to accept compensation from multiple parties for work on the same project.* Authorized technicians ("the AT") shall not accept compensation, financial or otherwise, from more than one party for professional services on or pertaining to the same project, unless the circumstances surrounding such compensation are fully disclosed to, and agreed upon, by all interested parties.

**Rule No. 49** *Duty not to accept gratuities.* Authorized technicians ("the AT") shall not solicit or accept gratuities, directly or indirectly, from any contractor, contractor's agent, or other party dealing with the AT's client or employer in connection with any inspection for which the AT is responsible.

**Rule No. 50** *Duty to admit errors.* Authorized technicians ("the AT") shall admit their own errors or mistakes when the AT is proven to be wrong and shall refrain from distorting or altering facts to justify their errors, mistakes or decisions.

**Rule No. 51** *Duty to make truthful and accurate statements.* Authorized technicians ("the AT") shall be completely objective and truthful in all reports, statements or testimony submitted, made or provided by such AT in connection with the AIC program and shall include only relevant and pertinent information in such reports, statements or testimony.

ATs shall not misrepresent or overstate factual information resulting from their inspections; nor shall ATs misrepresent or overstate the scope of any inspection that they conduct.

**Rule No. 52** *Duty to disclose any financial interest in matters under public discussion.* If an authorized technician ("the AT") is being paid by an interested third party to comment publicly on the safety, code-compliance or lack thereof of any conveyance device inspected by such AT, or has a personal financial interest in such conveyance device, such AT shall preface his or her public comments by identifying themselves, by disclosing the identity of any interested third party on whose behalf the AT is being paid to speak, and by disclosing the existence of any personal financial interest that the AT may have in the conveyance device or matter under discussion.

**Rule No. 53** *Duty to notify department and elevator inspection company of changes in license status.* Authorized technicians shall immediately inform the department and applicable Elevator Inspection Company if such AT's license has expired or has been suspended or revoked.

**Rule No. 54** [Reserved].
Rule No. 55  [Reserved].

ARTICLE VII. AUDITING OF REPORTS AND CERTIFICATIONS SUBMITTED BY AN AUTHORIZED TECHNICIAN ("AT")

Rule No. 56  Auditing authorized. An AT's statement and certification, as defined in Rule No. 3, may be audited by the department to determine whether the report or certification is truthful, accurate and complete.

Rule No. 57  Random and judgmental audits authorized. Random and judgmental audits of an AT's statement and certification may be conducted by the department.

Rule No. 58  Standard for conducting judgmental audits. Judgmental audits of an AT's statement and certification may be conducted by the department if the department determines that:

(1) within the preceding 12 months, no statement and certification submitted by an authorized technician has been audited by the department; or
(2) within the preceding 60 months, an authorized technician has failed any audit;

Rule No. 59  Timing of audits. Random or judgmental audits of an AT's statement and certification may be conducted by the department either prior to or subsequent to the issuance under Section 18-30-015 of a certificate of compliance for any conveyance device identified in such statement and certification.

Rule No. 60  Conduct of audits. If an AT's statement and certification is selected for audit, a city inspector will inspect a representative number of conveyance devices identified in such report for compliance with the requirements of the Code.

Rule No. 61  Notification of results of audit. The department shall notify the building owner, and the applicable Elevator Inspection Company of the results of any audit conducted under this Article VII.

Rule No. 62  Failed audits – Hearing. If an authorized technician ("AT") fails any audit conducted under this Article, such AT may request a hearing before the commissioner to dispute the results of such audit. The request for such hearing shall be made by the AT in writing, by the date certain stated in the notification, and shall be directed to the person identified in the notification. An AT shall be deemed to have waived his or her right to dispute the results of an audit if such AT fails to submit, in a timely manner, a written request for a hearing, or requests such a hearing but fails to appear at such hearing. Provided, however, that if the AT requests a hearing but fails to appear at such hearing, the commissioner may, upon a showing of good cause, reschedule such hearing. Provided further, that the
department shall notify the AT, the building owner and applicable Elevator Inspection Company in writing of the results of such hearing.

Rule No. 63  *Penalty.* If any authorized technician fails any audit within any 12-month period, the commissioner may issue an order restricting or prohibiting such authorized technician from participating in the AIC program for such period of time as the commissioner, in his sole discretion, determines is appropriate based on the facts underlying the failed audit, and shall so notify the applicable Elevator Inspection Company. A failed audit may also trigger additional judgmental audits. Subsequent audit failures will escalate the restrictions the commissioner may impose on the AT and the elevator inspection company.

Rule No. 64  *Effect of failed audit on certificate of compliance.* If a conveyance device fails any audit conducted under this Article VII, the commissioner may revoke any certificate of compliance issued by the department for such conveyance device. Such revocation shall remain in effect until such time that the conveyance device is brought into compliance with the requirements of the Code.

Rule No. 65  [Reserved].

**ARTICLE VIII. PROHIBITED ACTS**

Rule No. 66  *Prohibited acts – Authorized Technicians.* It shall be a violation of these rules and regulations for any authorized technician participating in the AIC program to engage in any of the following conduct:

1. To fail to conduct a comprehensive inspection to determine the condition of all portions of any conveyance device that the authorized technician is responsible for inspecting; or
2. To willfully conceal any deficiency or failure to conform to the requirements of the Code in any portion of a conveyance device that the authorized technician is responsible for inspecting; or
3. To conduct a fraudulent or negligent inspection of any conveyance device that the authorized technician is responsible for inspecting; or
4. To fail to comply with any requirement set forth in Articles V or VI of these rules and regulations.

Rule No. 67  *Prohibited acts – Elevator Inspection Companies.* It shall be a violation of these rules and regulations for any person with a controlling interest in any Elevator Inspection Company participating in the AIC program (1) to fail to report immediately to the building commissioner any violation of Rule No. 66 that is known, or reasonably should have been known, to have been committed by an employee or sole proprietor of such Elevator Inspection Company; or (2) to allow any authorized technician to participate in the AIC program in violation of any
order issued by the commissioner under Rules No. 63 or 69. For purposes of this Rule No. 30, the term “controlling interest” means any person having more than a 7.5% ownership interest in an Elevator Inspection Company and any principal officer of such Elevator Inspection Company.

Rule No. 68 Notice of violation – Hearing. Upon notification by the commissioner of any violation of any requirement set forth in this Article VIII, the person so notified shall have the right to request a hearing before the commissioner to contest such violation. The request for such hearing shall be made in writing, by the date certain stated in the notification, and shall be directed to the person identified in the notification. The person so notified shall be deemed to have waived his or her right to contest a violation if such person fails to submit, in a timely manner, a written request for a hearing, or requests such a hearing but fails to appear at such hearing. Provided, however, that if such person requests a hearing but fails to appear at such hearing, the commissioner may, upon a showing of good cause, reschedule such hearing. Provided further, that the department shall notify such person and the building owner in writing of the results of such hearing.

Rule No. 69 Penalty. In addition to any other penalty provided by law, if the commissioner determines that a violation of any requirement set forth in this Article VIII has occurred, the commissioner may issue an order restricting or prohibiting the person identified in such order from participating in the AIC program for such period of time as the commissioner, in his sole discretion, determines is appropriate based on the facts underlying the violation. If such person is an Elevator Inspection Company, the commissioner shall remove such elevator inspection company from the list of companies eligible to participate in the AIC program as provided for in Rule No. 20.

ARTICLE IX. ENFORCEMENT PROCEDURES

Rule No. 70. The requirements set forth in Articles I through VIII of these rules and regulations shall be enforced by the department of buildings. A violation of any of these requirements shall result in appropriate enforcement action by the department. Such enforcement action may include, but is not limited to, any of the following:

1. For failure of a building owner to submit all required forms and certifications in a timely manner as required under Rule No. 21: a fine of not less than $200.00 nor more than $500 for each offense as set forth in Section 18-30-430 of the Code. Each day that a violation continues shall constitute a separate and distinct offense to which a separate fine shall apply. Such fine shall be in addition to any late filing fee or other penalty provided by law;
2. For false statements by any person on any form, certification or other document required to be completed or submitted under these rules;
prosecution under the False Statements Ordinance, Chapter 1-21 of the Code;

(3) For failure of an authorized technician to pass any audit within any 12-month period: the penalty set forth in Rule No. 63. In addition, the department may refer such matter to the Office of the State Fire Marshal for appropriate disciplinary action;

(4) For prohibited acts by an authorized technician in violation of Rule No. 66: the penalty set forth in Rule No. 69. In addition, the department may refer such matter to the Office of the State Fire Marshal for appropriate disciplinary action;

(5) For prohibited acts by an Elevator Inspection Company in violation of Rule No. 67: the penalty set forth in Rule No. 69. In addition, the department may refer such matter to the Office of the State Fire Marshal for appropriate disciplinary action;

(6) any other fee, fine or penalty that may be provided by law.