

What documents do I have to upload for my cooling tower and where do I upload them?

Only NYCDOHMH requires the uploading of documents and then only:

- Annual certification of cooling tower inspections;
- Annual certification of Maintenance Program & Plan (MPP) implementation; and/or,
- Statement that a cooling tower that was removed or use was discontinued was disinfected and drained, along with the date of permanent removal or permanent discontinued use.

The documents listed above should be uploaded to:

https://a810efiling.nyc.gov/eRenewal/coolingTower_loginER.jsp

NYSDOH does not require the uploading of documents; in fact, their web portal does not have the ability for document uploading.

NYSDOH does require the uploading of certain information; specifically:

- Date of last annual cooling tower certification;
- Date of last cooling tower inspection;
- Cooling tower inspection findings, deficiencies, and corrective actions (text only);
- Last routine bacteriological sample collection date;
- Last routine bacteriological sample collection result (via drop-down menu);
- Date remediation action initiated (if indicated);
- Last Legionella sample collection date;
- Last Legionella sample collection result (via drop-down menu);
- Date remediation action initiated (if indicated);
- Date of Last Emergency Disinfection and Cleaning;
- Start date of last shutdown;
- End date of last shutdown; and,
- Date decommissioned.

The information should be uploaded to: <https://ct.doh.ny.gov>.