



**Department of
Environmental
Protection**

59-17 Junction Boulevard
Corona, New York
11368-5107

**Joel A. Miele Sr., P.E.
Commissioner**

**Mark D. Hoffer
General Counsel**

**Bureau of Legal
Affairs**

Tel (718) 595-6555
Fax (718) 595-6543
www.ci.nyc.ny.us/dep

⑤ WORLD TRADE
CENTER

MEMORANDUM

TO: Staff

FROM: Sandy Fernandez *SF*

DATE: September 21, 2001

SUBJECT: Update

Yesterday, there was another Bureau Council meeting and the following information was discussed:

First, for those that were unable to get to work, due to the events of last week, you must use your annual leave or compensatory time until further notice. Personnel is trying to get clearance from City Hall to restore time after giving due consideration to the particular circumstances.

Second, the Department of Citywide Administration Services (DCAS), and the Comptroller's Office have new prefix numbers (380). The last four digits remain the same.

Third, the Municipal Credit Union is still not operable but deposits were made on September 19, 2001. It is still not known when they will be up and running.

Fourth, grief counseling will begin on Monday, September 24th. A memorandum will be sent by the Commissioner with further details.

Fifth, the mail room is now able to make deliveries to Manhattan.



www.nyc.gov/dep

(718) DEP-HELP



**Department of
Environmental
Protection**

59-17 Junction Boulevard
Corona, New York
11368-5107

**Joel A. Miele Sr., P.E.
Commissioner**

**Mark D. Hoffer
General Counsel**

**Bureau of Legal
Affairs**

Tel (718) 595-6555
Fax (718) 595-6543
www.ci.nyc.ny.us/dep

MEMORANDUM

TO: Staff

FROM: Sandy Fernandez *SF*

DATE: September 21, 2001

SUBJECT: Update

Yesterday, there was another Bureau Council meeting and the following information was discussed:

First, for those that were unable to get to work, due to the events of last week, you must use your annual leave or compensatory time until further notice. Personnel is trying to get clearance from City Hall to restore time after giving due consideration to the particular circumstances.

Second, the Department of Citywide Administration Services (DCAS), and the Comptroller's Office have new prefix numbers (380). The last four digits remain the same.

Third, the Municipal Credit Union is still not operable but deposits were made on September 19, 2001. It is still not known when they will be up and running.

Fourth, grief counseling will begin on Monday, September 24th. A memorandum will be sent by the Commissioner with further details.

Fifth, the mail room is now able to make deliveries to Manhattan.



www.nyc.gov/dep

(718) DEP-HELP

Lastly, I will continue to keep you posted of all new developments. If you have any questions, please let me know. Thanks.

cc: Mark Hoffer
Robin Levine