

② WORLD TRADE
CENTER



**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: Attorneys

FROM: Sandy Fernandez *S.F.*

DATE: October 2, 2001

SUBJECT: Cancellation of CLE Classes

I was just informed by our training office that the Law Department has cancelled all CLE classes for this Fall. I will keep you posted on any further development. Thanks.



www.nyc.gov/dep

(718) DEP HELP

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NYC EMPLOYEE ASSISTANCE PROGRAM

[Home](#)

[WTC Death Affidavit Forms/Information](#)

[Missing Persons/Family Assistance](#)

[Mayor's Messages](#)

[Transportation/Utility Information](#)

[Business and Employment Resources](#)

[Offering Help/Donations](#)

[Public School Information](#)

[Fire Department Emergency Information](#)

[Other Information / Reduced Services](#)

[New York City Employees](#)

[NYC Employee Assistance Program](#)

[Helping Children Cope](#)

[Paycheck Pickup - 9/28/01](#)

[MCU Members](#)

What you can do to cope (Office of Labor Relations)

WTC Crisis Hot-line for City Employees 1 800 NYC CITY (692-2489)

The terrorist attacks in New York and Washington have had a profound impact on people nationwide. Emotional responses to disasters can appear immediately or sometimes months later. Understanding what you're feeling and taking positive steps can help you cope with disaster. Remember you're having a normal reaction; don't label yourself as crazy.

These are some common responses to disaster:

- Disbelief and shock
- Fear and anxiety about the future
- Confusion, feeling overwhelmed
- Irritability and anger
- Sadness and depression
- Feelings of powerlessness
- Change in eating habits
- Poor concentration or memory problems
- Questioning of spiritual beliefs and practices; anger at God
- Headaches and stomach problems
- Difficulty sleeping
- Increased drinking and drug use

What you can do to cope:

- Remember that most of these reactions will decrease over time. Try to focus on daily activities.
- Everyone experiences stress differently. Don't compare your progress with others or judge other people's emotions and reactions.
- Realize that those around you are under stress also.

- Talk about it. Expressing your feelings will help you work through what happened; it is not a sign of weakness. Talk to a trusted relative , friend, social worker or clergy member.
- Get plenty of rest and exercise; try to eat well-balanced meals.
- Spend time with family and friends. If you have children, encourage them to discuss their feelings and concerns with you.
- Do things that you find soothing and relaxing. You may want to cut down on time spent watching TV news.
- As soon as you are able, get back to your usual routine.
- Don't make any big life decisions at this time.
- Think of other times that you have experienced overwhelming emotions, and how you dealt with them.
- Reach out to others. Working with your community may help you gain a greater sense of control; donate blood, comfort a friend or co-worker, donate food or clothing.
- Keep a journal of your thoughts and feelings.

Remarkably, most people don't have any long lasting emotional effects from disasters. If your responses continue to interfere with your work and home life over a prolonged period of time, you may want to seek professional help. If you're concerned about any of these issues and want to talk, you can call the NYC EAP at 1800 NYC CITY (1-800-692-2489). Additional resources can be found by logging on to www.achievesolutions.new/guest

[Back to Top](#)