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CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK 7, N.Y.

EXECUTIVE ORDER NO. 19

MAYOR JOHN V. LINDSAY

EXECUTIVE ORDERS

NO.1-57

1966-1967





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1966-67

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Executive Order No. 1

January 4, 1966

EXECUTIVE ORDERS

WHEREAS executive orders have the force

of law; and

WHEREAS certain of the executive orders heretofore made affect the structure and operation of the government of the City of New York; and

WHEREAS it is necessary and desirable to insure the continuity of the government of the City in the respects affected by such executive orders:

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. All executive orders which were in effect on December 31, 1965 be and the same hereby are continued and in full force and effect except to the extent modified by section 2 hereof.

g2. All executive orders which were in effect on

December 31, 1965 designating by name officials of the government of the City of New York to perform functions specified in such orders are hereby modified to the extent that such functions shall be performed by the officials of the City government holding such offices pursuant to my direction.

John V. Lindson



EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. #2 'January 10, 1966 TO: CITY DEPARTMENTS AND AGENCIES FROM: JOHN V. LINDSAY, M A Y O R SUBJECT: ATTENDANCE AT LEGISLATIVE MEETINGS AND CONFERENCES

No City department or agency shall permit a representative to attend or participate in any meeting, conference or discussion pertaining to State legislation with a State official, member of the State Legislature, a Legislative Committee or State Agency unless notification is given to, and approval is received from Richard M. Rosen, Assistant to the Mayor, prior to attendance at such meeting.

There will be no exceptions to this rule.

Mr. Rosen is thoroughly familiar with the State Legislature and its procedures. He formerly served as Executive Assistant to the Attorney General, and was in charge of the Attorney General's legislative program. Please feel free to call

upon Mr. Rosen at any time.

JOHN V. LINDSAY

MAYOR



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CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK 7, N.Y.

January 12, 1966

EXECUTIVE ORDER No.

TO: ALL CITY DEPARTMENTS AND AGENCIES

FROM: JOHN V. LINDSAY, MAYOR

SUBJECT: STANDARD PROCEDURE FOR REPORTING ON PENDING STATE LEGISLATION

We are at the threshold of another legislative session. During the course of the session, Richard M. Rosen, the City's Legislative Representative, will refer pending bills to appropriate City departments and agencies for written reports of analysis and recommendations thereon.

In order that the Administration may be in a position to oppose any proposed State laws which would be detrimental to the City or to support the passage of beneficial legislation, strict compliance with the terms of this Executive Order is essential.

INSTRUCTIONS FOR REPORTING ON BILLS

A. Form of Report

1. Reports on pending State legislation shall be made on the prescribed City forms. Form NYC 55 will be used for making a favorable recommendation. Form NYC 56 will be used for recommending disapproval. The detailed instructions on these forms with respect to their preparation and routing are to be carefully followed, except that all Albany mail should be addressed to the Legislative Representative as follows: Room 599, Ten Eyck Hotel, Albany, N.Y. These forms may be requisitioned from the Administrator of this office.



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2. If you receive a request for comment on a bill which (a) is identical to a bill previously reported on, or (b) is a companion bill to a bill in the other house already reported on, or (c) has been amended in immaterial respects, merely submit a report, on the appropriate form, referring to the previous report and including a notation that the prior comment remains unchanged.

3. If you receive a request for comment on a bill which has been amended in material particulars, a new report on the appropriate form, commenting on the effect of such amendment must be prepared.

B. Time for Report

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1. Most bills transmitted to a department or agency for a report will contain a notation indicating their status, such as "advancing on calendar," a "10 day" or a "30 day" bill. A bill which contains no notation is "in committee".

The respective due dates for reports on bills are as follows:

OF BILL TO CI	E AFTER TRANSMITTAL TY AGENCY WITHIN WHICH N IS DUE IN ALBANY
5	days
2	days
n Houses pre ad-) 2	days
nor after re) 5	days
	OF BILL TO CI REPORT THEREO 5 2 1 Houses ore ad- 2 1 Or after

2. In order to give the Legislature or the Governor sufficient time to adequately consider my recommendations concerning such bills it is essential that the above specified time schedule for reports be strictly followed.

In any instance where the above time schedule cannot be met and the bill to be reported on appears to be harmful to the interests of the City, Mr. Rosen should be notified immediately and advised as to the probable date on which he will receive the report. The telephone number of the City's office in Albany is Area Code 518, 434-4605.

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3. Envelopes containing legislative reports should bear the legend "Legislative Report" typed in the lower left hand corner, and should not contain any other correspondence.

C. Requests for comments by State Agencies and requests for appearances before legislative committees are to be forwarded to Mr. Rosen in strict accordance with Executive Order of 1966.

I request that you acknowledge receipt of this Executive Order and indicate the name, title and home telephone numbers of two officers who, in addition to the head of the agency, are authorized to sign legislative reports and to discuss pending legislation. A copy of this acknowledgment should be sent to Mr. Rosen at the Ten Eyck Hotel, Albany, New York.

JOHN V. LINDSAY

MAYOR





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CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 4

January 17, 1966

TRANSPORTATION ADMINISTRATION AND TRANSPORTATION COUNCIL OF THE CITY OF NEW YORK

WHEREAS, the rapid and convenient movement of people and goods in and about the City of New York is essential to the public health, safety and welfare, and to the economic development of the City, and

WHEREAS, the different means of transportation in the City are inextricably related and mutually dependent, and policy decisions bearing on any one transportation mode will have major repercussions on the others, and

WHEREAS, there presently exists in the City no agency or established medium for coordination of transportation planning, development and operation, and

WHEREAS, responsibility for transportation matters in New York City is now divided among several public authorities and a number of City agencies, as well as certain private corporations, and

WHEREAS, there is an urgent need for an effective coordinating force in the field of the City's

transportation, and

WHEREAS, there is also a need for an indentifiable official and unit in the City Government to promote the improvement of all forms of transportation, within the framework of a balanced transportation system, and

WHEREAS, many aspects of the City's transportation structure are intimately tied to out-of-Cityfacilities serving the entire metropolitan region, and the City's transportation problems are of deep concern to the State of New York, and involve both legal and fiscal relationships between State and City, and



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WHEREAS, the overall transportation objective for the City of New York should be the development of a complete transportation system for the people who live, work and visit in the City and its environs.

NOW, THEREFORE, as a necessary first step in meeting these needs and achieving these objectives, and by virtue of the authority vested in me as Mayor of the City of New York, it is hereby ordered:

Section 1. Transportation Adminstration.

(a) There is hereby established within the executive office of the Mayor a Transportation Administration, the head of which shall be an Administrator who shall be appointed by and shall serve at the pleasure of the Mayor.

(b) The Administrator of Transportation shall coordinate the activities of all agencies reponsible to the Mayor as to transportation matters and shall act on behalf of the Mayor, subject to his direction, to supervise the execution of the functions and duties of the Transportation Council.

(c) The Administrator of Transportation shall act as Chairman of the Transportation Council, and shall be authorized to employ staff, retain consultants and enter into contracts for the Transportation Administration and the Transportation Council.

Section 2. Creation of Transportation Council. There is hereby established a Transportation Council of the City of New York, which shall be composed of the following officials:

(1) Chairman, who shall be the Administrator of Transportation;

Budgeting;

- City Adminstrator, ex officio; (2)
- Director, Bureau of Program Planning and (3)
 - Corporation Counsel of the City of New York; (4)
 - Chairman, City Planning Commission; (5)



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- (6) Commissioner of Highways;
- (7) Commissioner of Marine and Aviation;
- (8) Commissioner of Police;
- (9) Commissioner of Public Works;
- (10) Commissioner of Traffic;
- (11) Director of Franchises;
- (12) Chairman, Transit Authority; and
- (13) Chairman, Triborough Bridge and Tunnel

Authority.

Section 3. Associate Agencies. By this Order the City invites the following officials to work closely with the Council in their capacities as heads of Associate Agencies.

- (1) Director, State Office of Transportation;
- (2) Chairman, Metropolitan Commuter Transportation

Authority;

- (3) Chairman, The Port of New York Authority; and
- (4) Chairman, Tri-State Transportation

Commission.

Section 4. <u>Functions of Transportation Council</u>. The Transportation Council shall be advisory to the Office of the Mayor and to each of the members of the Council in relation to transportation matters. The functions of the Council shall include the following:

(a) To promote and coordinate, through the member agencies and otherwise, fact-finding and the dissemination of facts as to the City's transportation needs and as to the status and functioning of its existing transportation system;

(b) To identify the City's transportation problems and to assist the Mayor and all agencies in developing both short-range and long-range solutions to those problems; and to assist the Mayor in developing and executing his transportation policies and programs;



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(c) To coordinate the transportation policies of the member agencies with the policies of the Mayor and with those of other member agencies, including, without limitation, serving as a forum for advance discussion of proposed decisions and action of member agencies which affect matters under the jurisdiction of other agencies;

(d) To identify and resolve conflicts among member agencies in relation to day-to-day operations, to promote constructive and effective cooperation among member agencies in relation to day-to-day operations, and to assist in coordinating the City's relationships with private transit and bus lines operating within the City.

(e) To assist in solving the fiscal problems of the City in relation to transportation by developing financial studies, analyses and projections, and by developing proposals as to expanded or additional sources of income in relation to transportation and as to possible savings;

(f) To obtain the advice of and receive the views of private organizations, corporations, voluntary groups and individuals concerned with the transportation problems of the City, including, without limitation, labor groups, carriers, truckers, shippers, warehouse, retail and other business concerns, mass transit passengers and automobile organizations;

(g) To assist in developing coordinated policy for the City in relation to State, regional and Federal agencies, including, without limiation,

> (i) working toward coordination of the transportation policies, functions and programs of the City and those of the Associate Agencies, and

 (ii) coordinating City policy in relation to the planning and construction of highways and related facilities and establishing the priorities for Federal and State financial assistance;

(h) To assist in developing and evaluating plans, programs and legislation for the further coordination, reorganization and integration of the various elements of the City's transportation system;



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(i) To promote research, studies and planning in relation to all of the foregoing, and to make recommendations to the Mayor and member agencies in relation to any of the foregoing; and

(j) To recommend, undertake and perform functions incident to the foregoing.

Section 5. Chairman of the Council. The Chairman of the Transportation Council shall:

(a) Call meetings of the Council and invite Associate Agencies, non-member participants and others to such meetings or portions thereof as the Chairman deems appropriate;

(b) Preside over the meetings of the

Council;

(c) Appoint committees of the Council, designate their chairmen and determine their chairmen and determine their functions;

(d) Consult with member agencies and, acting on behalf of the Mayor, become and remain informed as to their policy and operating problems and programs in relation to transportation;

(e) Acting on behalf of the Mayor, establish an effective system of continuing reports to the Mayor, through the Chairman, from member agencies and other agencies as to all transportation matters under their respective jurisdiction;

(f) Report and make recommendations

to the Mayor as to any and all matters referred to in Section 4 of this Order ("Functions of Transportation Council"), and in this Section 5 ("Chairman of the Council");



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(g) Represent the Mayor as appropriate in connection with Associate Agencies and in State, regional, interstate, Federal and other bodies with respect to transportation matters; and

(h) To hire staff personnel. designate advisors and advisory groups, retain consultants and enter into contracts, subject to all applicable regulations, in connection with the performance of the foregoing.

Section 6. For the purposes, of

this Order, "Traansportation" includes subway, bus, truck, automobile, taxi, air waterborne and pedestrain movement and the facilities therefor and, to the extent that they are of concern to the City, movement by rail and the facilities therefor.

John V. Lindsay

MAYOR





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CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK 7, N.Y.

EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER #5 January 19, 1966 Budget Policy and Economies

WHEREAS stringent economies are necessary because expenses for the 1965-1966 Fiscal Tear are running far in excess of the revenues available indicating a potential budget deficit of serious proportions and

WHEREAS this deficit cannot be eliminated solely through borrowing, NOW, THEREFORE, pursuant to the power vested in me by the provisions of Section 123 (c) of the New York City Charter it is hereby ordered that:

No department or agency may fill any vacancy now existing or hereafter occurring. If the failure to fill such a vacancy would adversely affect a critical program or operation of the agency or of the City, an exception may be granted to the affected agency by the issuance of a certificate upon a request made to the Mayor.





EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK 7, N.Y.

January 24, 1966

TO: CITY DEPARTMENTS AND AGENCIES

FROM: JOHN V. LINDSAY, MAYOR

SUBJECT: INSTRUCTIONS FOR IMPLEMENTATION OF EXECUTIVE ORDER NO. 5

In order to implement my Executive Order No. 5 relative to vacancy fillings, I have today appointed a Vacancy Control Board, responsible to me only, to investigate and recommend for my approval requests for the filling of certain positions in the City's service.

Although the curtailment of fillings is of paramount importance for the fiscal stability of our City government, it should be obvious that the health, safety and general welfare of our citizens must not be impaired.

I am therefore instructing the heads of all agencies to examine carefully their needs and to request filling only those positions which if not filled would imperil the most vital services of the City.

The Vacancy Control Board, consisting of Dr. Timothy Costello, the Deputy Mayor-City Administrator, Eugene Becker, the Acting Director of the Budget, and Solomon Hoberman, the Acting Personnel Director will make available to me their combined experience in the fields of management, budget, fiscal and personnel practices.

Agency heads are instructed to address their requests for fillings to me through the Vacancy Control Board, Room 1200, Municipal Building, New York 10007, New York, indicating codes, line numbers, titles, number of positions, schedule line rates, rates requested and justification for such requests.

Agency heads will receive an immediate response to their requests.

JOHN V. LINDSAY M A Y O R



EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

Executive Order No. 6

February 1, 1966

Rescinded aug 15, 1966 Exec. Ord. no. 28 sec 2 (b)

FUNCTION AND COMPOSITION OF NEW YORK CITY COUNCIL AGAINST POVERTY ECONOMIC OPPORTUNITY COMMITTEE, AND ANTI-POVERTY OPERATIONS BOARD.

This Executive Order modifies Executive Order No. 160 dated June 30, 1965 to the extent hereafter set forth:

1. The Anti-Poverty Operations Board shall be composed of the following officials of the City of New York:

- (1) Frank Arricale, Executive Director, New York City Youth Board;
- (2) Eugene Becker, Acting Director, Bureau of the Budget;
- William Booth, Chairman, Commission (3) on Human Rights;
- Timothy Costello, Deputy Mayor-(4) City Administrator;

- (5) Bernard Donovan, Superintendent of Schools of the Board of Education;
- Donald H. Elliott, Counsel to the (6) Mayor;
- Barry Gottehrer, Assistant to the (7) Mayor;
- Solomon Hoberman, Acting Director, (8) Department of Personnel;
- Thomas Hoving, Commissioner, Parks (9) Department;
- Richard Lewisohn, Commissioner, (10)Department of Purchase:



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- (11) Alfonso Narvaez, Inspector General, Department of Buildings;
- (12) Philip Sokol, Acting Commissioner, Department of Welfare;
- (13) Dr. Alonzo S. Yerby, Commissioner, Department of Hospitals.

2. The following are designated as officers of the Anti-Poverty Operations Board:

(1) Mr. Donald H. Elliott shall be Chairman of the Board and Coordinator of Operations.

(2) Mr. William Booth shall be

Vice-Chairman.

(3) Mr. Alfonso Narvaez shall be Executive Secretary.

3. The members of the Anti-Poverty Operations Board shall also serve as members of the Economic Opportunity Committee.

4. The following are designed as officers of the Economic Opportunity Committee:

(1) Mr. Joseph Montserrat shall be the Acting Chairman.

(2) Rev. John B. Ahern shall be

the Acting Vice-Chairman and Treasurer.

(3) Mr. Alfonso Narvaez shall be Executive Secretary.

John V. Lindsay

MAYOR

Dated: February 1, 1966



EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

February 9, 1966

EXECUTIVE ORDER No. 7

TO: ALL CITY DEPARTMENTS AND AGENCIES

FROM: JOHN V. LINDSAY, MAYOR

SUBJECT: ESTABLISHMENT OF BUSINESS INFORMATION BUREAU

To provide an efficient "one-stop service" to aid business and industry in New York City and to alleviate and help resolve problems of the businessman before they cause unnecessary friction between business and the city government, I hereby establish a special Business Information Bureau in the New York City Department of Commerce and Industrial Development.

The Bureau will function as a coordinating agency for the City of New York on behalf of the commercial community by expediting business assistance to individual firms and eliminating the burdensome and vexatious delays which frequently have obtained in the past where business has been hampered by municipal routine or red tape with consequent delay, inconvenience and economic loss.

Heretofore, the businessman, totally unfamiliar with the City's rules and requirements, and, sometimes, the existence of regulatory departments, often wasted days running around from one department to another before necessary permission, clearances or advice was obtained. This resulted in a seemingly uncooperative attitude on the part of the City.



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The Business Information Bureau will guide, help and inform people on where to go, what to do and how to do it. I have charged the Bureau with responsibility of getting quick action, and I direct all agancies under my jurisdiction, and request all others, to cooperate with the Department of Commerce and Industrial Development to achieve this goal.

The Bureau will render the following services to the business community:

- 1. Assistance in processing of mortgages for the construction of factories, and in processing small business loans for real estate and equipment.
- Guidance in problems of zoning, expediting of building and renovation plans, relocation of companies forced out of business by public improvements.
- 3. Information on market trends, trade contacts, taxes, licensing regulations, and general business data.
- 4. General contact with city departments in behalf of business firms for the solution of specific difficulties.
- 5. Information about City regulations relating to the operation of diversified establishments.

To insure efficient and expeditious cooperation and wholehearted support for the "One-Stop Service" and to effectively implement its aims, agency heads are directed to designate a responsible representative with authority to take appropriate action in advancing the objectives of this Executive Order who will serve as liaison with the Business Information Bureau. Such designations are to be forwarded in duplicate to me.

The First Deputy Commissioner of the Department of

Commerce and Industrial Development, 415 Madison Avenue, New York, New York, 10017 (PLaza 9-7770) is assigned to coordinate and supervise the activities of the Bureau of Business Information. The Bureau will be located within this Department.

John V. LINDSAY

MAYOR



EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK 7, N.Y. see Executive order #7 - 1970

EXECUTIVE ORDER NO. 8

February 14, 1966

COMMISSION TO THE UNITED NATIONS

WHEREAS, it is essential to the City of New York that the best possible relations be established and maintained between personnel of the United Nations and the City of New York and,

WHEREAS, the City wishes to make available to personnel of the United Nations a friendly helping hand and full information about appropriate city services and,

WHEREAS, there should be one agency in the city responsible for relations with personnel associated with the United Nations,

NOW, THEREFORE, pursuant to the authority vested in me as Mayor of the City of New York it is hereby ordered:

Section 1. There is hereby established the New York City Commission to the United Nations.

Section 2. The Commission shall be headed by the Commissioner to the United Nations. The Commissioner is to serve without salary and at the pleasure of the Mayor, and shall be the Mayor's personal representative.

Section 3. The Commission shall have the following duties:

a) Promoting the role of New York City as the headquarters of the United Nations; and for this and related purposes, maintaining close liaison with the United Nations Secretariat and the individual delegates and United Nations personnel, subject to the policy, guidance, direction and instructions of the appropriate officials in the United States Mission to the United Nations, but subject finally to the instructions of the Mayor;



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 b) Coordinating the municipal services and cooperation available to United Nations officials, delegates and personnel from the various government departments;

c) Publicizing to and informing United Nations officials, delegates and personnel of services and cooperation available from the various city departments and agencies;

d) Mobilizing services, especially in the fields of education, health, housing and hospitals for maximum service, within reasonable and practicable limits to the officials, delegates and personnel of the United Nations; and

e) Mobilizing the assistance of voluntary neighborhood and community organizations for the furtherance of the above purposes.

Section 4. The United Nations Committee of the City of New York is hereby transferred from the Department of Public Events to the Commission to the United Nations.

Section 5. This Executive Order rescinds Executive Order No. 108 dated January 23, 1962.

John v. hinlson

John V. Lindsay Mayor





EXECUTIVE ORDER NO. 19

OFFICE OF THE MAYOR

EXECUTIVE ORDER NO. 9 March 4, 1966

Deputy Mayors

Whereas, The executive supervision, policy formulation, and management of the government of The City of New York requires the careful division of responsibilities within the Office of the Mayor; and Whereas, It is necessary and desirable to establish and define the responsibilities of

the Deputy Mayors so as to ensure the effective discharge of their duties

Now, therefore, by the power vested in me as Mayor of The City of New York, it

is hereby ordered as follows: Section 1. There shall be two Deputy Mayors, one of whom shall be designated Deputy Mayor for the Executive Office, and one of whom shall be designated Deputy Mayor for Administration and City Administrator.

Section 2. The Deputy Mayor for the Executive Office shall:

(a) supervise all activities of the Executive Office of the Mayor and its staff, except those of the Bureau of the Budget and any bureau hereafter constituted which performs the duties now performed by said bureau, and he shall keep himself fully informed of the discharge of the responsibilities of the members of such office and their staffs;

(b) exercise jurisdiction over all legislative matters affecting the City, whether local, state or federal, and shall be empowered to issue directives to all agencies (as that term is defined in the Charter) under the jurisdiction of the Mayor necessary and proper for the exercise of such jurisdiction, including but not limited to directives relating to proposed legislation in any legislative body and the position of the City before any legislative body on matters pending before such body;

(c) advise the Mayor on matters of policy and, in connection with the perform-ance of this function, he shall have the power to deal with all City agencies, to consult with heads of all such agencies, to inquire and keep informed of the operations and activities of all such agencies, and to require from any agency subject to the jurisdiction of the Mayor such reports and information as he may determine to be necessary for the proper performance of his duties;

(d) represent the Mayor on the Board of Estimate and any other boards, committees, commissions and corporations of which the Mayor is a member, when so directed by the Mayor;

(e) represent the Mayor at ceremonial functions when so directed by the Mayor; (f) perform such other functions designated by the Mayor as may be necessary from time to time to assist the Mayor in the performance of the Mayor's official

Section 3. The Deputy Mayor for Administration and City Administrator shall: (a) supervise the Office of Administration in the Office of the Mayor, and supervise and coordinate the administration and management of all City agencies, except the Law Department and Department of Investigation.

(b) act as principal management officer of the Mayor and shall be empowered to make decisions relating to the administration and management of any and all City agencies, except the Law Department and the Department of Investigation;

 (c) prepare such reports as the Mayor shall require;
 (d) require such information and reports from agencies under the jurisdiction of the Mayor as he determines to be necessary for the proper performance of his

duties, and may require any such agency, or any officer or employee of the City, to furnish data and information and to answer inquiries pertinent to the performance of his duties;

(e) conduct studies of the agencies under the jurisdiction of the Mayor, evaluate the performance of such agencies, employing where appropriate, operations and systems analysis and other management analysis techniques; and carry out the installation of such changes and improvements in management, administration and performance as in his judgment are necessary and desirable, including necessary expansion of electronic data processing resources; (f) establish management standards for the agencies under the jurisdiction of

the Mayor;

(g) analyze and report to the Mayor concerning policy decisions affecting the management of the City and its agencies;

(h) maintain liaison with civic and community groups in matters of governmental management; and

(i) review and evaluate agency programs, to take such steps as may be necessary to assure that these programs are properly related to comprehensive program planning and that such programs are developed with a view toward their most effective, efficient and economical implementation.

(j) exercise full responsibility for the management implementation of the reorganization of the administrative agencies of the City, and in the discharge of such responsibility, he shall

(i) take note of the recommendations made by the Mayor's task force on reorganization and the Mayor's task force on transportation and supervise the implementation of such recommendations as they are enacted into law

(ii) plan, schedule and review all those activities of administrative agencies of the City in connection with the execution of the reorganization;

(iii) issue such administrative instructions to administrative agencies of the City necessary to implementing the reorganization; and

(iv) supervise the redistribution among City agencies of personnel, property, books, records and papers as may from time to time be necessary to implement such reorganization. m14,19

JOHN V. LINDSAY, Mayor.



EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER #10

April 14, 1966

SALVAGE PROGRAM

WHEREAS, salvage is all items that are obsolete or unserviceable beyond repair, as well as items that are no longer required for the operation of an agency, i.e., desks, chairs carpets, lamps, repair equipment, machinery, etc.; and

WHEREAS, it is necessary and desirable to take full advantage of every revenue-producing source; and

WHEREAS, each agency must evolve a realistic program for discarding all items that can no longer be utilized, in order to take full advantage of their salvageable value; and

WHEREAS, many of these items may ostensibly appear to be of no value, but will bring revenue into the City Treasury at a salvage sale; and

WHEREAS, the value of salvageable items generally decreases the longer they remain in an agency;

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the City of New York; it is hereby ordered as follows:

> 1. On or about April 1 of each year every agency must conduct a complete survey of its equipment in order to ascertain what items should be relinquished to the Department of Purchase Salvage Division, and submit a list of said items to the Department of Purchase Salvage Division.

 Each agency shall designate a representative to act as liaison with the Salvage Division of the Department of Purchase.

V. Lindsay

Mayor



EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER No. 11 May 24, 1966 INTERDEPARTMENTAL COMMITTEE ON INTEGRATION

WHEREAS, it is the policy of this Administration to take affirmative action to achieve racial integration in housing and schools; and

WHEREAS, cooperation between all public agencies is required in order to achieve such integration; and

WHEREAS, the following factors, among others, affect the degree of integration: the site selected for housing or for schools; the distribution of information as to the availability of housing especially among minority group organizations, the coordination of a particular housing plan or project with other housing in a particular area or neighborhood; and the availability

of rent subsidies or other similar programs,

NOW THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. There is hereby established an Interdepartmental Committee on Integration.

Section 2. The chief officer of each of the following departments and agencies of the City of New York shall appoint a representative to the Committee: Housing and Redevelopment Board; Bureau of the Budget; Commission on Human Rights;



EXECUTIVE ORDER NO. 19

EXECUTIVE ORDER No. 11 INTERDEPARTMENTAL COMMITTEE ON INTEGRATION

- 2 -

City Planning Commission; Department of Relocation, and Law Department.

Section 3. The President of the New York City Board of Education and the Chairman of the New York City Housing Authority are bereby requested to appoint a representative to the Committee.

Section 4. The Committee shall request the appointment of a representative by the chief officers of such other departments and agencies as the Committee shall deem should be represented. The representative of the Bureau of the Budget shall serve as Secretary to the Committee. The Committee shall select its Chairman for a term of one year.

Section 5. The provisions of this order shall apply to all public and municipally-aided housing within the City of New York which makes use of City grants, loans, tax abatements or exemptions requiring the approval of the Board of Estimate.

Section 6. All agencies and departments, in order to advance the objective of achieving racial integration in housing and in schools to the fullest extent possible, shall require any applicant seeking municipal aid for housing, which is subject to the provisions of the order, to submit in connection with any such application, a plan indicating the manner in which the applicant's proposal will foster such purposes. Such plan shall be forwarded by the department or agency to the Committee for study.



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IEXECUTIVE ORDER No. 11 INTERDEPARTMENTAL COMMITTEE ON INTEGRATION

Section 7. The Committee shall review and evaluate the plan so submitted and shall submit the Committee's review and evaluation together with the plan to the Board of Estimate at the time the approval of the Board of Estimate is sought.

JOHN M ayor





EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 12

May 27, 1966

Establishment of the Health Services Administration

WHEREAS the full and faithful discharge of the responsibilities vested in the Mayor of the City of New York by the Charter and other laws applicable to his powers and duties will be substantially aided by grouping the various agencies of the City having relation to the health of the people of the City and the care and treatment of the sick, injured, aged and infirm into a manageable system for executive control and review so as to permit the Mayor to communicate more effectively with and exercise leadership over such agencies; and

WHEREAS the establishment of such a grouping is

necessary and desirable in order to eliminate duplicating functions and waste in the provision of municipal service; to achieve substantial economies in the operation of the City government, and to permit effective and productive program planning and systems analysis, program coordination and evaluation, budgetary review and evaluation, and management supervision and improvement of programs; and



EXECUTIVE ORDER NO. 19

 EXECUTIVE ORDER NO. 12
 - 2 May 27, 1966

 Establishment of the Health and Services Administration

 WHEREAS the objectives hereinbefore stated will ultimately

 The require the enactment of legislation to amend the Charter and other

 Image: Service of the purpose of effecting appropriate consolidation and

 Coordination of city agencies, and such legislation is now being

 The purpose of effecting appropriate consolidation is now being

 The purpose of city agencies, and such legislation is now being

WHEREAS the effective and economical implementation of such legislation, when enacted, will require careful planning and preparation prior to the effective date thereof; and

WHEREAS the Charter empowers the Mayor to create or abolish, by executive order, bureaus, divisions or positions within his executive office as he may deem necessary to fulfill his duties and from time to time, by executive order to delegate to or withdraw from any member of said office, specified functions, powers and duties, except his power to act on local laws or resolutions of the council,

to act as a magistrate or to appoint or remove officials: NOW, THEREFORE, by the power vested in me as Mayor of the City of New York it is hereby ordered as follows: Section 1. <u>Administration</u> There is established in the executive office of the Mayor a Health Services Administration, the head of which shall be an Administrator who shall be appointed by and shall serve at the pleasure of the Mayor.



Fred

CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK 7. N.Y.

EXECUTIVE ORDER NO. 19

EXECUTIVE ORDER NO. 12 - 3 - May 27, 1966 Establishment of the Health and Services Administration §2. Deputy Administrator and Personnel. The Mayor, or upon delegation by the Mayor. the Administrator, may appoint a Deputy Administrator, one or more assistant administrators and such other professional and clerical personnel as may be necessary for the performance of the duties of the Administration. The agencies specified in §3 hereof are hereby directed to make available to the Administrator such staff assistance as he may request.

§3. <u>Powers and Duties of the Administrator</u>. The Administrator shall have with respect to the Department of Health. the Department of Hospitals and their respective Boards, the Office of the Chief Medical Examiner and the New York City Community Mental Health Board, the power and duty:

(a) to review, evaluate and transmit to the Mayor the departmental estimates for the capital and executive budgets pertain-

ing to such agencies;

(b) to initiate, conduct review and supervise long-range and intermediate-range planning of the programs of such agencies,
 and systems analysis of program needs and priorities;
 (c) to coordinate all programs and activities of such agencies and evaluate them in light of emerging needs and priorities.



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EXECUTIVE ORDER NO. 12 - 4 - May 27, 1966 Establishment of the Health and Services Administration with a view to more effective programming and budgeting and increased efficiencies, economies and productivity of operations;

(d) to supervise the management of all programs, activi-ties and expenditures;

(e) to initiate, evaluate and supervise management improvements and arrangements for improved internal organization of and liaison among such agencies; and

(f) to take note of the recommendations with respect to the matters and agencies subject to the jurisdiction of the Mayor's Task Force on Reorganization and. in consultation with and subject to the supervision of the City Administrator, pursuant to the terms of Section 3(j) of Executive Order No. 9, dated March 4, 1966, to initiate plans and to make such preparations as may be appropriate for the effective and economical implementation of such recommenda-

tions, as they are enacted into law.

§4. Effective Date. This order shall take effect on

June 1, 1966.

John V. Lindsay



EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 13 June 17, 1966

Establishment of the Office of the City Renewal Commissioner

WHEREAS the Charter empowers the Mayor to create or abolish, by executive order, bureaus, divisions or positions within his executive office as he may deem necessary to fulfill his duties and from time to time, by executive order, to delegate to or withdraw from any member of said office, specified functions, powers and duties, except his power to act on local laws or resolutions of the council, to act as a magistrate or to appoint or remove officials:

NOW, THEREFORE, by the power vested in me

as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. There is established in the executive office of the Mayor the Office of the City Renewal Commissioner of the City of New York which shall be headed by a City Renewal Commissioner who shall be appointed by



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Ed

June 17, 1966

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serve at the pleasure of the Mayor. The City Renewal Commissioner shall also serve as Chairman of the Housing and Redevelopment Board.

§2. The City Renewal Commissioner shall be directly responsible to the Mayor and on his behalf shall directly coordinate and expedite the operations of the following departments and agencies insofar as they relate to urban renewal areas.

- a. Department of Relocation;
- b. Department of Real Estate insofar as
 its responsibilities relate to acquisition,
 maintenance and demolition of properties
 in urban renewal areas and to the appoint-

ment of reuse appraisers;

c. Rent and Rehabilitation Administration insofar as it relates to rehabilitation programs which may be assisted by the Federal Department of Housing and Urban

Development; and



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June 17, 1966

d. Departments of Public Works, Highways,
 Water Supply, Gas and Electricity, and
 Parks insofar as they relate to site
 improvements in urban renewal areas.

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§3. The City Renewal Commissioner, on behalf of the Mayor, shall review all urban renewal policies, programs and operations and shall advise the Mayor concerning changes or modifications of them, after consultation with the Housing Executive Committee on matters of total housing policy.

§4. The City Renewal Commissioner shall be responsible as the Mayor's principal representative for Federal and State liason for all urban renewal programs.

§5. This order shall take effect on July 5, 1966 and replaces and rescinds Executive Order No. 28, numbered in error and issued this date.

John V. Lindsay MAYOR



EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER No. 14 June 27, 1966

Creation of the New York City Public Development Corporation

WHEREAS excessive unemployment exists in the City of New York and constitutes a serious menace to the security, health, safety and general welfare of the people of the City: and

WHEREAS such unemployment is a severe burden upon the City because of reduced tax revenues and increased need for public assistance and other services; and

WHEREAS the basic source of job opportunities and higher incomes for the people of the City is a vigorous and growing City economy, and more specifically, the retention

and expansion of existing industry in the City and the attraction of new industry to the City; and WHEREAS the City of New York therefore has a responsibility to provide assistance in relieving and reducing unemployment, promotion and providing for additional and maximum employment and bettering and maintaining


EXECUTIVE ORDER NO. 19

EXECUTIVE ORDER No. 14

June 27, 1966

~ 2 -

job opportunities by all necessary and appropriate means, including the encouragement of construction, acquisition, rehabilitation and improvement of industrial and manufacturing plants within the City, and such assistance is a public purpose of the City and an essential governmental function thereof; and

WHEREAS under the provisions of Article XIX of the Membership Corporations Law the City may cause to be incorporated a non-profit local development corporation to be operated for and to further such purpose and function:

NOW THEREFORE, by virtue of the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

1. All necessary and proper steps shall

be taken forthwith to effect the incorporation under Article XIX of the Membership Corporations Law of a local development corporation to be known as the New York City Public Development Corporation and to effectuate and carry the purposes thereof.



EXECUTIVE ORDER NO. 19

EXECUTIVE ORDER No. 14

Ed

June 27, 1966

2. This order shall take effect immediately.

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John V. Lindsay MAYOR





EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER No. 14 (Supplementary) June 27, 1966

Creation of the New York City Public Development Corporation

WHEREAS Executive Order No. 14 issued this day directing the incorporation under Article XIX of the Membership Corporations Law of a local development corporation to be known as the New York City Public Development Corporation;

NOW THEREFORE, by virtue of the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

1. The word "out" shall be inserted between the words "carry" and "the" in the next to last line of para-

graph 1. of the above referred to order.

Lindsay MAYOR



EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER No. 15 June 30; 1966

Abolition of the Board of Assessors and transfer of all its functions, powers and duties

WHEREAS, section 1149-b of the New York City Charter, as amended, provides for the abolition of the Board of Assessors as of July 1, 1966 and for the transfer of all its functions, powers and duties, including functions, powers and duties with respect to change of street grade proceedings, to the Department of Public Works or such other department or agency as may be designated by the Mayor, and

WHEREAS, the continued processing of assessable improvements finally authorized prior to January 1, 1962

and the processing of pending and future change of street grade proceedings will require the continued exercise, subsequent to July 1, 1966, of functions, powers and duties now exercised by the Board of Assessors, and WHEREAS such functions, powers and duties can be performed most efficiently, effectively, economically and productively subsequent to July 1, 1966 by the Director of Finance:



EXECUTIVE ORDER NO. 19

EXECUTIVE ORDER No. 1.5 - 2 -

June 30, 1966

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. On and after July 1, 1966 all of the functions, powers and duties of the Board of Assessors, including functions, powers and duties with respect to the change of street grade proceedings, shall be transferred to and exercised by the Director of Finance.

§2. In the exercise of the functions, powers and duties now exercised by the Board of Assessors, the Director of Finance shall be governed by and shall apply those provisions of law by which the Board of Assessors is now governed and which said Board now applies in the exercise of such functions, powers and duties, and the deter-

minations of the Director of Finance with respect to such matters shall be reviewable in the same manner and to the extent as are the determinations of the Board of Assessors. §3. Officers and employees in the classified municipal civil service who, on July 1, 1966, are engaged in the performance of the functions, powers and duties of



EXECUTIVE ORDER NO. 19

EXECUTIVE ORDER No. 15 - 3 -

June 30, 1966

the Board of Assessors, shall be transferred to the Department of Finance without examination and without affecting existing compensation or pension or retirement rights, privileges or obligations of such officers and employees.

Lindsay MAYOR





EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK 7, N.Y. Rescinded Augerseded by Exec. Ord. 57 Dec. 22, 1967

EXECUTIVE ORDER NO. 16

July 7, 1966

Duties and Responsibilities of the Narcotics Coordinator

WHEREAS, the control of narcotics addiction is a matter of major concern to this administration and to the people of the City of New York; and

WHEREAS, it is necessary and desirable to define the responsibilities of the Narcotics Coordinator for developing comprehensive and coordinated plans for dealing effectively with addiction resulting from narcotics and dangerous drugs of any type;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. Duties of the Narcotics Coordinator

(a) Be responsible for development, coordination

and evaluation of

(1) programs designed for the care, treat-

ment and rehabilitation of persons addicted to narcotics and dangerous drugs of any type, referred to subsequently in this Executive Order as addicts.



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EXECUTIVE ORDER NO. 16

July 7, 1966

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- (2) research and demonstration projects established to obtain information relating to the care, treatment and rehabilitation of addicts by agencies of the City of New York or by voluntary and private agencies financed or otherwise supported in whole or in part by the City of New York.
- (b) Advise the Deputy Mayor/City Administrator, and through him, the Mayor, of all matters pertaining to addicts, including research, demonstration, services, legislation, education, training and related matters including

the status of City programs, and other programs sponsored in whole or in part by the City, providing care, treatment and rehabilitation of addicts.

(c) Evaluate present and proposed research designs, demonstration projects, service programs and other requests related to addicts in New York City before public funds are made available.



EXECUTIVE ORDER NO. 19

EXECUTIVE ORDER NO. 16

July 7, 1966

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- (d) Serve as a consultant to public, voluntary and private agencies working with addicts.
- (e) Determine the pertinent data relating to addicts to be collected by such agencies and coordinate the collection of such data.
- Undertake or promote educational programs to (f) acquaint the public with the problems, prevention and control of addiction resulting from narcotics and other dangerous drugs.
- Undertake or promote training programs for (g) persons in public, voluntary and private agencies dealing with addicts, including particularly the New York State Narcotics Addiction Control Commission.

(h) Represent the Mayor and the City of New York in matters related to addiction.

(i) Participate in cooperative efforts of the Federal, State and regional governments to

deal with the problems of addiction. Section 2. This Order shall take effect on the date hereof and rescinds and supersedes Executive Order No.



EXECUTIVE ORDER NO. 19

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July 7, 1966

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99, dated November 3, 1961 and Executive Order No. 182, dated December 23, 1965.

John V, Lindsay Mayor





EXECUTIVE ORDER NO. 19



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK 7. N.Y.

EXECUTIVE ORDER NO. 17 July 7, 1966

Establishment of the Finance Administration

WHEREAS, the full and faithful discharge of the responsibilities vested in the Mayor of the City of New York by the Charter and other laws applicable to his powers and duties will be substantially aided by grouping the various agencies of the City having relation to the administration and collection of all taxes, assessments and charges imposed by the City, and arrears due the City and all other sums due the City including state and federal aid, the receipt and safekeeping of all moneys paid into the City treasury and payment of money out of the treasury and the administration and management of all trust funds held by the City into a manageable system for executive control

and review so as to permit the Mayor to communicate more effec-

tively with and exercise leadership over such agencies; and

WHEREAS, the establishment of such a grouping is necessary and desirable in order to eliminate duplicating functions and waste in the provision of municipal service; to achieve substantial economies in the operation of the City government, and



EXECUTIVE ORDER NO. 19

EXECUTIVE ORDER NO. 17

July 7, 1966

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to permit effective and productive program planning and systems analysis, program coordination and evaluation, budgetary review and evaluation, and management supervision and improvement of programs; and

WHEREAS, the objectives hereinbefore stated will ultimately require the enactment of legislation to amend the Charter and other laws for the purpose of effecting appropriate consolidation and coordination of city agencies, and such legislation is now being prepared; and

WHEREAS, the effective and economical implementation of such legislation, when enacted, will require careful planning and preparation prior to the effective date thereof; and

WHEREAS, the Charter empowers the Mayor to create or abolish, by executive order, bureaus, divisions or positions within his executive office as he may deem necessary to fulfill

his duties and from time to time, by executive order, to delegate to or withdraw from any member of said office, specified functions, powers and duties, except has power to act on local laws or resolutions of the council, to act as a magistrate or to appoint or remove officials: NOW, THEREFORE, by the power vested in me as Mayor of

the City of New York, it is hereby ordered as follows:



EXECUTIVE ORDER NO. 19

EXECUTIVE ORDER NO. 17

July 7, 1966

Section 1. <u>Administration</u>. There is established in the executive office of the Mayor a Finance Administration the head of which shall be an Administrator who shall be appointed by and serve at the pleasure of the Mayor.

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§2. Deputy Administrator and Personnel. The Mayor, or upon delegation by the Mayor, the Administrator, may appoint a Deputy Administrator, one or more assistant administrators and such other professional and clerical personnel as may be necessary for the performance of the duties of the Administration. The agencies specified in §3 hereof are hereby directed to make available to the Administrator such staff assistance as he may request.

§3. <u>Powers and Duties of the Administrator</u>. The Administrator shall have with respect to the Department of Finance, Real Property Assessment Department and, subject to the provi-

sions of Section 1149(b) of the Charter, as amended, and any executive orders made pursuant thereto, the Board of Assessors, the power and duty:

(a) to review, evaluate and transmit to the
Mayor the departmental estimates for the capital and executive
budgets pertaining to such agencies;
(b) to initiate, donduct, review and supervise
long-range and intermediate-range planning of the programs of



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July 7, 1966

such agencies, and systems analysis of program needs and priori-

- 4.

(c) to coordinate all programs and activities of such agencies and evaluate them in light of emerging needs and priorities, with a view to more effective programming and budgeting and increased efficiencies, economies and productivity of operations;

(d) to supervise the management of all programs,activities and expenditures;

(e) to initiate, evaluate and supervise management improvements and arrangements for improved internal organization of and liaison among such agencies; and

(f) to take note of the recommendations with respect to the matters and agencies subject to the jurisdiction of the Mayor's Task Force on Reorganization and, in consulta-

tion with and subject to the supervision of the City Administrator, pursuant to the terms of Section 3(j) of Executive Order No. 9, dated March 4, 1966, to initiate plans and to make such preparations as may be appropriate for the effective and economical implementation of such recommendations, as they are enacted into law.



EXECUTIVE ORDER NO. 19

CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK 7. N.Y.

EXECUTIVE ORDER NO. 18

June 17, 1966

Continuation of increased-takehome-pay plan during 1966-1967 fiscal year, for officers and employees of the New York City Transit Authority

WHEREAS, since the City fiscal year 1960-1961, the New York City ansit Authority, with the approval of the City, has provided, for resourcessive periods of one fiscal year pursuant to statutes enacted by the ate Legislature at the request of the City, an increased-take-home-pay an applicable to officers and employees of the New York City Transit thority who are members of the New York City Employees' Retirement stem; and

WHEREAS, such plan makes possible a decrease in the pension conibutions of Authority personnel without diminution or loss of pension indights, with the result that the take-home-pay of Authority personnel is icreased; and

WHEREAS, by reason of the economic benefits conferred by such o me.an on Authority personnel, their morale, efficiency and productiveness me improved, with resulting substantial benefits to the functioning and the Authority and the City government and enhancement of the welfare and I the people of the City; and

WHEREAS, the City, at the 1966 Session of the State Legislature, opponsored the enactment of Laws 1966, Ch. 611, which authorizes the Wew York City Transit Authority, with the approval of the Mayor, to intinue such increased-take-home-pay plan during the City's 1966-1967 iscal year; and

WHEREAS, the New York City Transit Authority, by resolution dopted on June 15, 1966, has elected, subject to the approval of the ayor, to continue such increased-take-home-pay plan during the City's 1-80966-1967 fiscal year; and

WHEREAS, I have determined that it is in the best interests of he City, the Authority and the officers and employees of the uthority that such plan shall be so continued;

NOW, THEREFORE, by the power vested in me as Mayor of the City f New York, it is hereby ordered as follows:

Section 1. Pursuant to Section B3-36.1 of the Administrative sboode, as last amended by Laws 1966, Ch. 611, the annexed resolution f the New York City Housing Authority, adopted by such Authority on source 15, 1966, is hereby approved.

§ 2. This order shall take effect June 17, 1966.

JOHN V. LINDSAY Mayor



EXECUTIVE ORDER NO. 19

June 17, 1966

Continuation of increased-take-home-pay plan during 1966-1967 fiscal year, for officers and employees of the Triborough Bridge and Tunnel Authority who are members of the New York City Employees' Retirement System.

WHEREAS, since the City fiscal year 1960-1961, the Triborough Bridge and Tunnel Authority, with the approval of the City, has provided, for successive periods of one fiscal year pursuant to statutes enacted by the State Legislature at the request of the City, an increased-takehome-pay-plan applicable to officers and employees of such Authority who are members of the New York City Employees' Retirement System; and

WHEREAS, such plan makes possible a decrease in the pension contributions of such Authority personnel without diminution or loss of pension rights, with the result that the take-home-pay of such Authority personnel is increased; and

WHEREAS, by reason of the economic benefits conferred by such plan on Authority personnel, their morale, efficiency and productiveness are improved, with resulting substantial benefits to the functioning of the Authority and the City government and enhancement of the welfare of the people of the City; and

WHEREAS, the City, at the 1966 Session of the State Legislature, sponsored the enactment of Laws 1966. Ch. 611, which authorizes the Triborough Bridge and Tunnel Authority, with the approval of the Mayor, to continue such increased-take-home-pay plan during the City's 1966-1967 fiscal year; and

WHEREAS, the Triborough Bridge and Tunnel Authority, by resolution adopted on June 16, 1966, has elected, subject to the approval of the Mayor, to continue such increased-take-home-pay plan during the City's 1966-1967 fiscal year; and

WHEREAS, I have determined that it is in the best interests of the City, the Authority and the officers and employees of the Authority that such plan shall be so continued;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. Pursuant to Section B3-36.1 of the Administrative Code, as last amended by Laws 1966 Ch. 611, the annexed resolution of the Triborough Bridge and Tunnel Authority, adopted by such Authority on June 16, 1966, is hereby approved.

\$ 2. This order shall take effect June 17, 1966.



OFFICE OF THE MAYOR NEW YORK 7, N.Y.

EXECUTIVE ORDER NO. 20

June 17, 1966

Continuation of increased-take-home-pay plan during 1966-1967 State fiscal year for officers and employees of the Triborough Bridge and Tunnel Authority. The New York Public Library, The Brooklyn Public Library and The Queens Borough Public Library, who are members of the New York State Employees' Retirement System.

WHEREAS, since 1960, the Triborough Bridge and Tunnel Authority and since 1961, the above mentioned Libraries, with the approval of the City, have provided, for successive periods of one State fiscal year (except for a shorter period in the 1960-1961 year) pursuant to statutes enacted by the State Legislature, an increased take-home-pay-plan applicable to officers and employees of such Authority and Libraries who are members of the New York State Employees' Retirement System; and

WHEREAS, such plan makes possible a decrease in the pension contributions of such officers and employees without diminution or loss of pension rights, with the result that the take-home-pay of such officers and employees is increased; and

WHEREAS, by reason of the economic benefits conferred by such plan on such personnel, their morale, efficiency and productiveness are improved, with resulting substantial benefits to the functioning of the Authority and such Libraries, and enhancement of the welfare of the people of the City; and

WHEREAS, by Laws 1966, Ch. 114, the State Legislature has authorized a continuation of such increased-take-home-pay plan during the 1966-1967 fiscal year of the State; and

WHEREAS, the Triborough Bridge and Tunnel Authority and such Libraries, by the resolutions hereto annexed, have elected to continue such increased-take-home-pay plan during the 1966-1967 fiscal year of the State; and

WHEREAS, I have determined that is is in the best interests of the City, the Authority, the Libraries and the officers and employees of the Authority and such Libraries that such plan shall be so continued;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:



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Executive Order No. 20

Section 1. The annexed resolution of the Triborough Bridge and Tunnel Authority electing, as a participating employer, to provide increased take-home-pay benefits to officers and employees of such Authority who are members of the New York State Employees' Retirement System, beginning with the payroll period commencing on March 24, 1966, and the annexed resolutions of the New York Public Library, the Brooklyn Public Library and the Queens Borough Public Library whereby such Libraries elect as participating employers, to provide increased-take-home-pay benefits to officers and employees of such Libraries who are members of the New York State Employees' Retirement System, beginning with the payroll periods specified in such resolutions, are hereby approved.

S 2. The City of New York shall provide the funds in support of such benefits for those officers and employees who are paid from funds provided by the City of New York.

OHN V. LINDSAY Mayor





> EXECUTIVE ORDER NO. 21 JUNE 17, 1966

Continuation of increased-take-home-pay plan during 1966-1967 fiscal year, for officers and employees of City agencies who are members of City-supported retirement systems.

WHEREAS, since the City fiscal year 1960-1961, the City has provided, or successive periods of one fiscal year pursuant to statutes enacted by the sate Legislature at the request of the City, an increased-take-home-pay an applicable to officers and employees of City agencies who are members City-supported retirement systems; and

WHEREAS, under such plan the City makes possible a decrease in the insight contributions of City personnel without diminution or loss of pension and ghts, with the result that the take-home-pay of City personnel is increased; id

WHEREAS, by reason of the economic benefits conferred by such plan City personnel, their morale, efficiency and productiveness are improved, the resulting substantial benefits to the functioning of the City government and the welfare of the people of the City; and

WHEREAS, the City, at the 1966 Session of the Legislature componsored the enactment of Laws 1966, Ch. 611, which authorizes the Mayor, rescutive order, to continue such increased-take-home-pay plan during the type 1966-1967 fiscal year; and

WHEREAS, I have determined that it is in the best interests of the the volty and the above-mentioned officers and employees of the City that such a main shall be continued during the 1966-1967 fiscal year;

NOW, THEREFORE, by the power vested in me as Mayor of the City of w York, it is hereby ordered as follows:

> OTHER-THAN-AUTHORITY MEMBERS OF THE NEW YORK CITY EMPLOYEES RETIREMENT SYSTEM,

Section 1. For the purposes of this executive order, the provisions is subdivision j of section B3-36.1 of the Administrative Code shall apply, ibject to the terms and conditions specified in this exectuive order, in the ame manner, to the same extent and with the same force and effect as if:

(a) wherever the word"sixty-two" appears in such subdivision j, ow one work "sixty-six" were substituted therefor;

(b) wherever the word "sixty-three" appears in such subdivision , the word "sixty-seven" were substituted therefor;

(c) wherever "board of estimate" is referred to in such subdivision , the word "mayor" were substituted therefor; and

(d) wherever such subdivision refers to adoption of a resolution y the board of estimate, such subdivision instead referred to adoption of n executive order by the mayor.



Executive Order No. 21

§ 2. Effective during the period of time from and including the payroll period the first day of which is nearest to July 1, 1966 (which first day is hereinafter referred to as the commencement date of the 1966-1967 increased-take-home-pay period) and to and including the payroll period immediately preceding that , the first day of which is nearest to June 30, 1967 (which total period of time is hereinafter referred to as the "1966-1967 increased take-home-pay period"), the governing provisions of subdivision 14 of such subdivision j, as hereby made applicable, and the provisions of subdivision g, h and i of such section B3-36.1 shall be applicable to and for the benefit of all other-than-authority members of the New York City Employees' Retirement System, except as otherwise provided in Section 5 of this executive order.

§ 3. Except as otherwise provided in Section 4 and subdivision f of Section five of this order. The Mayor hereby designates five percent as the reduced-rate-of-contribution factor to be used in computing the reduction of contributions of members entitled to benefits under the provisions of section 2 of this executive order.

§ 4. The reduced-rate-of-contribution factor shall be two and one-half per cent in the case of all members of the Uniformed Correction Force, as defined by Laws 1964, Chapter 954, who elected the optional plan of retirement provided for by such Chapter pursuant to its terms and who were members of the New York City Employees' Retirement System under such plan immediately prior to the commencement date of the 1966-1967 increased-take-home-pay period.

§ 5. (a) Except as otherwise provided in subdivision e of this section 5, the Mayor hereby designates for conditional exclusion from the benefits provided by sections 2 and 3 of this executive order:

(1) Any other-than-authority members of the New York City Digmi Employees' Retirement System who are employed in positions or employments:

(a) which are subject to prevailing rate determinations obsermade within the purview of Section 220 of the Labor Law; or

(b) to which wage accord determinations made by the determinations made by the determinations made by the

(c) to which wage agreements approved by the Board of Estimate or by the Mayor apply;

and who received or were entitled to receive increased-take-home-pay benefits, pursuant to Administrative Code, section B3-36.1, on the last day of the 1965-1966 increased-take-home-pay period (as defined in Executive Order No. 146, issued on June 18, 1965), on the basis of a reduced-rate-of-contribution factor of two and one-half percent; and

(2) All members of the Uniformed Correction Force, as defined in Laws 1964, Chapter 954, who on or after the commencement date of the 1966-1967 increased-take-home-pay period, have the privilege, under such Chapter, of electing the optional plan of retirement provided for by such Chapter.



Executive Order No. 21

(b) The exclusions from applicability set forth in subparagraphs a) and (b) of paragraph (1) of subdivision a of this section 5 shall remain in effect with respect to each member so excluded, unless a prevailing ate determination or wage accord determination made or entered into after the date of this Executive Order specifically grants to such member the enefits provided by sections 2 and 3 of this Order, for all or a part of he 1966-1967 increased-take-home-pay period, by reducing his contributions y a reduced-rate-of-contribution factor of 5%. In the event that such a revailing rate determination or wage accord determination shall be made or intered into as to any such members, the Mayor shall, pursuant to dministrative Code § B3-36.1, certify by executive order that the conditions recedent to applicability as to such members have been satisfied, and such enefits shall be applicable to such members at the rate of 5%, effective to as of the date specified in such order, or if no such date is therein inservecified, then as of and beginning with the first day of the 1966-1967 as increased-take-home-pay period and extending to and including the last ay thereof.

(c) The exclusion from applicability set forth in subparagraph c) of paragraph (1) of subdivision a of this section 5 shall remain in iffect with respect to each member so excluded, unless a wage agreement intered into after the date of this Executive Order specifically grants to in monuch member, for all or a portion of the 1966-1967 increased-take-home-pay period, the benefits provided by sections 2 and 3 of this Order, by reducing and the contributions by a reduced-rate-of-contribution-factor of 5%. In the went that such wage agreement specifically grants such benefits to any in demuch members for all or a portion of such period of time, the Mayor shall, surgroursuant to Administrative Code, § B3-36.1, certify by executive order that the conditions precedent to applicability with respect to the benefits so granted have been satisfied as to such members included within such igreement, and such benefits shall be applicable to such members at the rate Inf 5%, effective as of the date and for the term specified in such order, or on if no such date and term are therein specified, then as of and beginning with the first day of the 1966-1967 increased-take-home-pay period and extending to and including the last day therof.

(d) The exclusion from applicability set forth in paragraph (2) of subdivision a of this section 5 shall remain in effect except with respect to any member of the Uniformed Correction Force, as defined by Bysuaws 1964, Ch. 954, who does not elect, within the time limited therefor buy such Chapter 954, an optional plan of retirement pursuant to such Thapter. In the case of each such member who does not make such election, The Mayor shall, pursuant to Administrative Code, section B3-36.1, certify by executive order that the conditions precedent to applicability as to fousuch member have been satisfied, and the benefits of sections 2 and 3 of This Order shall be applicable to such member, with a reduced-rate-of-Concontribution factor of five per cent. Such benefits shall be effective from so anche date of commencement of membership in the New York City Employees Retirement System, or from the date of the commencement of service in the Jniformed Correction Force, whichever is later, provided, however, that such Democenefits shall not be effective from any date earlier than the commencement state of the 1966-1967 increased-take-home-pay period.



Executive Order No. 21

(e) Notwithstanding the foregoing provisions of this section 5, he benefits provided by section 2 of this order shall apply, with a reducedate-of contribution factor of 2¹/₂%, to each member conditionally excluded, nder the provisions of subdivision a of this Section 5, from benefits omputed on the basis of a reduced-rate-of-contribution factor of 5%; nless the conditions of such exclusion are satisfied, as specified in the pplicable provisions of subdivisions b,c and d of this Section 5, so as to ntitle such member to the benefits provided by such section 2, with a educed-rate-of-contribution factor of 5%.

(f) Notwithstanding the provisions of section 3 of this Order. he Mayor, pursuant to Laws 1966, Ch. 611, hereby designates two and one-half er cent as the reduced-rate-of contribution factor to be used in computing he reduction of contributions, pursuant to section 2 of this Executive rder, of members of the Uniformed Force of the Department of Sanitation, as efined in Subdivision a of Administrative Code, section B3-36.2.

MEMBERS OF THE FIRE DEPARTMENT PENSION FUND, ARTICLE 1

§ 6. Pursuant to the provisions of Administrative Code, ection B19-4.2, subdivision c, as added by L. 1966, c. 611, beginning with he first full payroll period following July 1, 1966 and ending with the ayroll period immediately prior to that the first day of which is nearest o June 30, 1967, the deduction from the pay, salary or compensation of each ember of the Fire Department Pension Fund, Article 1, made pursuant to the rovisions of Article 1 of Title B of Chapter 19 of the Administrative Code, hall be reduced by 2-1/2 per centum of such pay, salary or compensation.

MEMBERS OF THE FIRE DEPARTMENT PENSION FUND, ARTICLE 1-B

§7. Pursuant to the provisions of Administrative Code, ection B19-7.651, subdivision a, paragraph 4 as added by L. 1966, c. 611, eginning with the first full payroll period following July 1, 1966 and inding with the payroll period immediately prior to that the first day of hich is nearest to June 30, 1967, the contribution of each member of the "ire Department Pension Fund, Article 1-B made pursuant to section B19-.65 of the Administrative Code, shall be reduced by 2-1/2 per centum of the compensation of such member.

MEMBERS OF THE POLICE PENSION FUND, ARTICLE 1

§8. Pursuant to the provisions of Administrative Code, section B18-3.2, subdivision c, as added by L. 1966, c. 611, beginning with the first full payroll period following July 1, 1966 and ending with the bayroll period immediately prior to that, the first day of which is nearest to June 30, 1967, the deductions from the pay, salary or compensation of each member of the Police Pension Fund, Article 1, made pursuant to the provisions of Article 1 of Title B of Chapter 18 of the Administrative Code, shall be reduced by 2-1/2 per centum of such pay, salary or compensation.

MEMBERS OF THE POLICE PENSION FUND, ARTICLE 2

§9. (a) Pursuant to the provisions of Administrative Code, section B18-22.1, subdivision a, paragraph 4, as added by L. 1966, c. Sill, beginning with the first full payroll period following July 1, 1966 and ending with the payroll period immediately prior to that, the first day of which is nearest to June 30, 1967, the contribution of each wember of the Polic Pension Fund, Article 2, made pursuant to subdivision b or e of section B18-22.0 of the Administrative Code, exclusive of any increase thereof pursuant to subdivisions c and d of such section B18-22.0 or any reduction thereof pursuant to subdivision one of section 138-b of the Retirement and Social Security Law, shall be reduced by 2-1/2 per centum of the compensation of such member.



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Executive Order No. 21

MEMBERS OF THE POLICE PENSION FUND, ARTICLE 2

§ 9. (b) Such reduction shall be subject to waiver and withdrawal of waiver in the manner and in accordance with the terms and conditions specified in section B18-22.1 of the Administrative Code.

MEMBERS OF THE NEW YORK CITY TEACHERS' RETIREMENT SYSTEM

§ 10. Pursuant to the provisions of Administrative Code, section B20-41.1, subdivision i, as amended by Laws 1966. Ch. 611, beginning with the payroll period, the first day of which is nearest to July first of the City fiscal year 1966-1967, and ending with the payroll period immediately prior to that the first day of which is nearest to June 30 of such 1966-1967 fiscal year, the provisions of paragraph four of such subdivision i and the provisions of subdivisions e and f of such Section B20-41.1, shall be applicable to and for the benefit of all contributors to the New York City Feachers' Retirement System.

> MEMBERS OF THE APPELLATE DIVISION, FIRST DEPARTMENT AND FIRST JUDICIAL DISTRICT RETIREMENT FUND

§11. Pursuant to the provisions of subdivision 10 of Section 108 of the Judiciary Law, as added by L. 1966, c. 611, the deduction from the salary or compensation of any employee or officer made pursuant to Section 108 of the Judiciary Law, need not be made and no contribution in lieu thereof need be made during the one-year period commencing with July first, nineteen hundred sixty-six.

MEMBERS OF THE RELIEF AND PENSION FUND OF THE DEPARTMENT OF STREET CLEANING

§12. Pursuant to the provisions of Section G51-3.4 of the Administrative Code, as amended by Chapter 611 of the Laws of 1966, the deduction from the pay, salary or compensation of any member of the Relief and Pension Fund of the Department of Street Cleaning, made pursuant to the provisions of Section G51-3.0, par. 2 of the Administrative Code, shall be reduced to zero per centum during the one-year period commencing with July first, nineteen hundred sixty-six.

MEMBERS OF THE HEALTH DEPARTMENT PENSION FUND

§13. Pursuant to the provisions of Administrative Code, G51-53.4, as amended by L. 1966, c. 611, the deduction from the pay, salary or compensation of each member of the Health Department Pension Fund made pursuant to Section G51-53.0 of the Administrative Code need not be made and no contribution in lieu thereof need be made by any such member during the one-year period commencing with July first, nineteen hundred sixty-six.

NO IMPLICATION OF FURTHER CONTINUATION OF BENEFITS

§14. The provisions of this executive order shall not imply any obligation, commitment or promise that benefits herein granted or provided for shall be continued beyond the termination dated thereof, as herein prescribed.

EFFECTIVE DATE

§15. This order shall take effect of June 17, 1966.

JOHN V. LINDSAY MAYOR



EXECUTIVE ORDER NO. 22

June 17, 1966

Continuation of increased-take-homepay plan during 1966-1967 fiscal year, for members of the Board of Education Retirement System

WHEREAS, since the City fiscal year 1960-1961, the New York City bas loard of Education, with the approval of the City, has provided, for appoincessive periods of one fiscal year pursuant to statutes enacted by Be the State Legislature at the request of the City, an increased take-home-In- ay-plan applicable to members of the Board of Education Retirement ivstem; and

WHEREAS, such plan makes possible a decrease in the pension contributions of such members without diminution or loss of pension ights, with the result that the take-home-pay of such members is inasserreased; and

WHEREAS, by reason of the economic benefits conferred by such o as blan on such members, their morale, efficiency and productiveness are vorgemproved, with resulting substantial benefits to the administration of as a the affairs of the Board of Education and the City government and enmeancement of the welfare of the people of the City; and

WHEREAS, the City, at the 1966 Session of the State Legislature, opponsored the enactment of Laws 1966, Ch. 611, which authorizes the New ork City Board of Education, with the approval of the Mayor, to continue increased-take-home-pay plan during the City's 1966-1967 fiscal year; bund

WHEREAS, the New York City Board of Education, by resolution adjoindopted on June 15, 1966, has elected, subject to the approval of the layor, to continue such increased-take-home-pay plan during the City's 1-3301966-1967 fiscal year; and

WHEREAS, I have determined that it is in the best interests of Domine City, the Board of Education and the members of the Board of Education Retirement System that such plan shall be so continued;

NOW, THEREFORE, by the power vested in me as Mayor of the City bf New York, it is hereby ordered as follows:

Section 1. Pursuant to Section 2575, subdivision 8 of the Education Law, as added by Laws 1966, Ch. 611, the annexed resolution of of whithe Board of Education, adopted on June 15, 1966, amending the proisions governing the Board of Education Retirement System to the exinstent necessary to put into effect a pensions-providing-for-increasedi-sistake-home-pay plan for the fiscal year 1966-1967 analogous to that authorized BI Dy Laws 1962, Ch. 787, is hereby approved.

§ 2. This order shall take effect June 17, 1966.

JOHN V. LINDSAY Mayor



EXECUTIVE ORDER NO. 23

JUNE 17, 1966

Continuation of increased-takehome-pay plan during 1966-1967 fiscal year, for members, officers and employees of the New York City Housing Authority

WHEREAS, since the City fiscal year 1960-1961, the New York City Housing Authority, with the approval of the City, has provided, for successive periods of one fiscal year pursuant to statutes enacted by the State Legislature at the request of the City, an increased takehome-pay plan applicable to members, officers and employees of the New York City Housing Authority who are members of the New York City Employees' Retirement System; and

WHEREAS, such plan makes possible a decrease in the pension contributions of Authority personnel without diminution or loss of pension rights, with the result that the take-home-pay of Authority personnel is increased; and

WHEREAS, by reason of the economic benefits conferred by such plan on Authority personnel, their morale, efficiency and productiveness are improved, with resulting substantial benefits to the functioning of the Authority and the City government and enhancement of the welfare of the people of the City; and

WHEREAS, the City, at the 1966 session of the State Legislature, sponsored the enactment of Laws 1966, Ch. 611, which authorizes the New York City Housing Authority, with the approval of the Mayor, to continue such increased-take-home-pay plan during the City's 1966-1967 fiscal year; and

WHEREAS, the New York City Housing Authority, by resolution adopted on June 15, 1966, has elected, subject to the approval of the Mayor, to continue such increased-take-home-pay plan during the City's 1966-1967 fiscal year; and

WHEREAS, I have determined that it is in the best interests of the City, the Authority and the members, officers and employees of the Authority that such plan shall be so continued;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. Pursuant to Section B3-36.1 of the Administrative Code, as last amended by Laws 1966, Ch. 611, the annexed resolution of the New York City Housing Authority, adopted by such Authority on June 15, 1966, is hereby approved.

§2. This order shall take effect June 17, 1966.

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JOHN V. LINDSAY, MAYOR



EXECUTIVE ORDER NO. 24

June 17, 1966

CONTINUATION OF SALARY ADJUSTMENT PLAN

WHEREAS, the New York City Board of Estimate, on June 21, 1962 (Cal. No. 525) adopted a salary adjustment plan for the City's 1962-1963 fiscal year, providing certain salary adjustments for specified categories of City employees and other public or quasipublic employees, who could not benefit from the increased-take-homepay plan put into effect by the City for members of City-supported retirement systems; and

WHEREAS, such salary adjustment plan has been since continued by the City for each fiscal year as to which such increasedtake-home-pay plan has been continued; and

WHEREAS, pursuant to Laws 1966, Ch. 611, such increased-takehome-pay plan has been continued by Executive Orders Nos.18 to 24, inclusive, issued June 17, 1966, through the 1966-1967 fiscal year of the City, and it is fair and equitable that such salary adjustment plan be likewise continued through such fiscal year;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

> Section 1. The salary adjustment plan adopted by the Board of Estimate on June 21, 1962 (Cal. No. 525) for the 1962-1963 fiscal year is hereby continued for the 1966-1967 fiscal year, including the same terms and conditions. In addition to the City employees covered by the plan, the salary adjustment plan is continued for officers and employees of public authorities, Board of Education and Higher Education, the Community Colleges, and the Cultural Institutions, provided such agencies provide the necessary funds from their existing appropriations. This salary adjustment plan is also continued for employees in the American Museum of Natural History, New York Zoological Garden and Brooklyn Botanic Garden whose wages are fixed in accordance with Section 220 of the Labor Law under the same terms and conditions provided by Executive Order No. 74 issued for the 1963-1964 fiscal year.

> > § 2. This order shall take effect June 17, 1966.

JOHN V. LINDSAY M A Y O R



OFFICE OF THE MAYOR

EXECUTIVE ORDER NO. 25 August 1, 1966

Procurement of Office and Other Space for City Departments and Agencies Whereas, This administration has reviewed existing procedures for procuring and

allocating office and other space for all City Departments and agencies; and Whereas, New procedures have been evolved to speed such procurement and allocation

and to centralize responsibility for the control and administration of space requirements within the administration:

Now, therefore, by virtue of the authority vested in me as Mayor of The City of New York and subject to the powers vested in the Board of Estimate, it is hereby ordered as follows:

Section 1. Jurisdiction. The Commissioner of Real Estate is hereby given sole authority. and responsibility for the procurement, assignment and allocation of space in the following categories:

(a) All municipally-owned buildings except those constructed for and used in their entirety by a particular department (i.e. police precinct, fire house, health center, etc.) Space becoming vacant in such buildings no longer required for departmental uses shall automatically come under the jurisdiction of the Department of Real Estate. Commissioners shall promptly notify the Department of Real Estate of such vacancies.

(b) Space in privately-owned buildings under lease to The City of New York.

§2. Procedure for requesting new or additional space. Requests for space shall be made in writing to the Commissioner of Real Estate accompanied by the following information:

(a) "A-B-C" forms in duplicate. Forms are obtainable from the Department of Real Estate.

(b) Certification by the Commissioner or Head of the Agency (on form supplied by Department of Real Estate) attesting that the program, personnel and facilities shown on "A-B-C" forms have been previously authorized by the Mayor and/or the Budget Director.

(c) If pertinent, the geographical area in which the space should be located together with a statement of requirements of the agency as to the type, quality and specialized facilities or installations in the space desired, date of occupancy, etc.

Upon receipt of the preceding information, the Department of Real Estate shall determine the amount of space required, whether the space can be supplied in a municipallyowned building under its jurisdiction, or procure the required space in a privately-owned building and negotiate the terms of a lease for such space, and thereafter, request confirmation from the Director of the Budget that funds for the payment of the rental and other charges under the lease are available. After receipt of confirmation from the Bureau of the Budget, the Department of Real Estate shall prepare and submit a Report

(a) Continued occupancy of the space is required.

The Department of Real Estate shall negotiate the renewal of the lease, or obtain substitute quarters, and obtain Board of Estimate authorization for the renewal of the lease

§4. Procedure for requesting renewals and extensions of expiring leases on presently occupied space at annual rentals in excess of \$10,000. Such requests shall be processed in the same manner as requisitions for new or additional space as described in Paragraph 2 above.

§ 5. Inventory. The Commissioner of Real Estate shall maintain a current inventory

of space occupied by City agencies in municipally and privately-owned buildings. § 6. Effective Date. This order shall take effect on August 1, 1966, and shall supersede Executive Order No. 24 issued November 27, 1962.

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JOHN V. LINDSAY, Mayor.

and Resolution to the Board of Estimate to authorize the Commissioner of Real Estate to enter into and execute the proposed lease on behalf of The City of New York.

^{§3.} Procedure for requesting Renewals and Extensions of Expiring Leases on Presently Occupied Space at Annual Rental of \$10,000 or less. Requests for renewals or extensions of leases on space with an annual rental of \$10,000 or less shall be initiated by letter to the Commissioner of Real Estate stating that:

⁽b) Departmental operations and personnel housed in the space have not changed materially since the inception date of the expiring lease or rental arrangement.

⁽c) Any additional conditions or provisions which the Department desires be incorporated in the renewal agreement.

⁽d) The desired term of the renewal



EXECUTIVE ORDER NO. 26 August 3, 1966

Establishment of the Policy Planning Council

Whereas, Effective program and fiscal planning is necessary to permit evaluation of City programs, to determine the resources necessary to implement them and to establish priorities among them; and

Whereas, The productive capacity of the government of the City can be substantially enhanced by the establishment of such program and fiscal planning;

Now therefore, by virtue of the power vested in me as Mayor of The City of New York, it is hereby ordered as follows:

Section 1. There is established the Policy Planning Council which shall consist of the Mayor, the Deputy Mayor, the Deputy Mayor City Administrator, the Chairman of the City Planning Commission, and the Director of the Budget. The Mayor shall be Chairman of the Policy Planning Council and the Council shall meet at his call.

§ 2. The Council shall designate such personnel of the agencies under the direction of its respective members as it may deem necessary to serve as its staff, and the Mayor shall designate an executive director who shall be in charge and control of the matters assigned to said staff and shall report to the Mayor and to the Council with respect thereto. Subject to applicable provisions of law, the Council may retain consultants. § 3. The Council shall have the following functions, powers and duties:

(a) to establish City wide goals and policies and determine priorities among them:

(b) to review the programs and plans of agencies subject to the jurisdiction of the Mayor and create the priorities of existing and proposed programs and plans within such agencies, consistent with City wide goals, resources and priorities;

(c) to review and evaluate the effectiveness of programs undertaken by the City

and its agencies; (d) to provide for the design and development of a coordinated information and data system adequate to produce for the executive personnel of the City the information required for prompt and effective decision making by them;

(e) to prepare annually projections of revenues available for the programs of

the City for each of the subsequent five years and to relate such estimates to current and proposed expense and capital budget;

(f) to analyze existing and proposed legislation effecting the City of New York and its programs, to determine legislative priorities and to develop State and Federal legislative programs relating to the City;

(g) to prepare an inventory of relevant communities within the City of New York reciting therein such physical, demographic, economic and social statistics as it may deem useful;

(h) to prepare analyses of existing governmental services available in such communities and to determine the cost, extent and effectiveness of such services; and (i) to consult with local planning boards, local school boards, civic groups and

other institutions and persons with respect to the effectiveness of City services. § 4. The Council may require such reports, analyses and statements from the agencies of the City as it may deem to be necessary for the proper performance of its duties hereunder and may issue instructions and directives to such agencies for the purpose of facilitating the development of program planning within them. a6.12 JOHN V. LINDSAY, Mayor.

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EXECUTIVE ORDER NO. 27 August 3, 1966

Establishment of the Office of Staten Island Development

Whereas, The Planning Commission has issued a report identifying the development problems affecting Staten Island and recommending certain affirmative acts to be taken by the City:

Now, therefore, by virtue of the power vested in me as Mayor of The City of New York it is hereby ordered as follows:

Section 1. Office of Staten Island Development-There is established in the Executive Office of the Mayor the Office of Staten Island Development which shall be headed by a Director of Staten Island Development who shall be appointed by and serve at the pleasure of the Mayor.

§2. Powers and Duties of the Director-The Director shall report to the Mayor and have the following powers and duties with respect to planning and development on Staten Island:

(a) to make recommendations to and assist the Planning Commission and appropriate City agencies in the development of a comprehensive plan and a schedule for mapping;

(b) to study and make recommendations with respect to mapping, remapping, zoning, applications for zoning changes and specific subdivision plans;

(c) to coordinate operating agencies of the City responsible for providing public improvements and services;

(d) to review and make recommendations with respect to capital budget items and development programs;

(e) to study and if feasible and desirable to implement the formation of any quasi-public land development agencies;

(f) to study and make recommendations regarding possible new techniques and instrumentalities designed to bring about improved development;

(g) to serve as liaison between the Mayor, City agencies and developers;

(h) to hire staff personnel, designate advisors and advisory groups and retain consultants, subject to all applicable regulations, in connection with the performance of the foregoing;

§ 3. Cooperating agencies—City agencies responsible for providing public improve-ments and services on Staten Island including the Departments of City Planning, High-ways, Public Works, Parks, Health, Traffic, Water Supply, Gas and Electricity and Marine and Aviation shall cooperate with the Director of Staten Island Development in the performance of his functions and duties as hereinabove set forth.

Effective Date—This order shall take effect on August 4, 1966. JOHN V. LINDSAY, Mayor. § 4. a6,12







The CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007 EXECUTIVE ORDER NO. 28

August 15, 1966

Creation of Human Resources Administration

WHEREAS, the full and faithful discharge of the responsibilities vested in the Mayor of the City of New York by the Charter and other laws applicable to his functions, powers and duties will be substantially aided by grouping the various agencies of the City having relation to the development of the human resources of the City into a manageable system for executive control and review so as to permit the Mayor to communicate more effectively with and exercise leadership over such agencies, and

WHEREAS, the creation of such a grouping is necessary and desirable in order to eliminate duplicating functions and waste in the provision of municipal service, to achieve substantial economies in the operation of the City government, and to permit effective and productive program planning and systems analysis, program coordination and evaluation, budgetary review and evaluation, and management supervision and improvement of programs, and

WHEREAS, the City's Attack on Poverty including community action and development and public assistance programs,

are particularly in need of concerted leadership which will consolidate and make more effective existing programs and activities and plan and initiate new ones;

WHEREAS, the objectives hereinbefore stated will ultimately require the enactment of legislation to amend the Charter for the purpose of effecting appropriate consolidation and coordination of city agencies, and such legislation is now being prepared, and



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WHEREAS, the effective and economical implementation of such legislation, when enacted, will require careful planning and preparation prior to the effective date thereof, and

WHEREAS, the Charter empowers the Mayor at any time, by executive order, to create or abolish bureaus, divisions or positions within his executive office as he may deem necessary to fulfill his duties and from time to time, by executive order, to delegate to or withdraw from any member of said office, specified functions, powers and duties, except his power to act on local laws or resolutions of the Council, to act as a magistrate or to appoint or remove officials;

NOW, THEREFORE, by the power vested in me as Mayor of The City of New York, it is hereby ordered as follows:

Section 1. <u>Human Resources Administration</u>. There is created in the executive office of the Mayor a Human Resources Administration. The Administration shall be headed by an Administrator who together with three Deputy Administrators and two Commissioners, in addition to the Commissioner of Welfare, the Executive Director of the New York City Youth Board, and the Executive Director of the New York City Commission for the Foster Care of Children, shall be appointed by and serve at the pleasure of the Mayor. The agencies specified in Section 2 (d) of this order and JOIN are directed to make available to the Administrator such assistance as he may request.

§2. Functions, Power and Duties of Administrator.

(a) <u>General</u>. The Administrator except as otherwise provided by law shall:

(i) plan, initiate, conduct, supervise, coordinate, review and evaluate City programs and activities in the Attack on Poverty, including the areas of community action and development, manpower and career development, social and youth services, and public assistance; EXECUTIVE ORDER NO. 28

August 15, 1966

(ii) advise the Mayor on public education policy, especially as it affects human resources programs and activities, coordinate those programs and activities with those of the Boards of Education and Higher Education, and review and evaluate departmental estimates for current expenses and for capital projects including site selection of the Boards of Education and Higher Education and make recommendations with respect thereto to the Director of the Budget; and

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(iii) develop a Program-Planning-Budget System that will show as concretely and specifically as possible the City's human resources development goals and the programs, activities and funds needed to meet those goals.

(b) <u>Community Action and Development</u>. In connection with the exercise of the functions, powers and duties delegated to the Administrator by Section 2 (a) of this order, and subject to the provisions of Section 3 of this order there are delegated to the Administrator the functions, powers and duties heretofore delegated to the Anti-Poverty Operations Board and the Economic Opportunity Committee together with the records, property, officers and employees, positions, offices and funds thereof. The functions, powers and duties heretofore delegated to the Anti-Poverty Operations Board and the Economic Opportunity Committee under Titles II and III of Executive Order No. 160 of June 30, 1965, are withdrawn, the Anti-Poverty Operations Board and the Economic Opportunity Committee are abolished, and Executive Order No. 6 of February 1, 1966, is rescinded.

(c) <u>Manpower and Career Development</u>. In connection with the exercise of the functions, powers and duties delegated to the Administrator by Section 2 (a) of this order, there are delegated to the Administrator;

(i) the functions, powers and duties heretofore delegated to:



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August 15, 1966

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(A) the Mayor's Council on Expanded Employment Opportunity and Training created or established by Executive Order No. 63 of June 28, 1963, and the functions, powers and duties heretofore delegated thereto are withdrawn, and the Council is abolished; and

(B) the Department of Personnel under Executive Order No. 159 of June 30, 1964, which relates to coordinating Anti-Poverty Projects for City agencies, and the functions, powers and duties heretofore delegated thereto thereunder are withdrawn.

(ii) with respect to the related functions, powers and duties of the Department of Personnel, the Office of the City Administrator, the Eureau of the Eudget, and the Department of Labor (including the functions, powers and duties delegated under Executive Order No. 108 of June 26, 1964, which relates to expansion of the Municipal Cooperative Education and Work Program, Executive Order No. 109 of June 26, 1964, which relates to the restructuring of jobs to provide greater utilization of manpower resources, and Executive Order No. 118 of July 15, 1964, which relates to the preparation of projects to give employment opportunities to youth) and with respect to JOIN, the same functions, powers and duties that are delegated to the Administrator by Section 2 (d) of this order with respect to the other agencies specified therein.

(d) Public Assistance and Social and Youth

Services.

(i) In connection with the exercise of the functions, powers and duties delegated to the Administrator by Section 2 (a) of this order, there are delegated to the Administrator, with respect to the Department of Welfare, the New York City Youth Board, and the New York City Commission for the Foster Care of Children, the following functions, powers and duties; EXECUTIVE ORDER NO. 28

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(A) to review and evaluate the departmental estimates for current expenses and for capital projects pertaining to such agencies prior to the submission of such estimates as required by law, and to require that such estimates be in such form and contain such further information as he may prescribe;

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(B) to initiate, conduct, supervise, review and evaluate long range and intermediate range planning and analysis of the functions, powers, duties, programs and activities of such agencies;

(C) to supervise, coordinate, review and evaluate the functions, powers, duties, programs, activities and expenditures of such agencies in light of emerging needs and priorities, with a view to more effective programming and budgeting and increased efficiency, economy and productivity of operations; and

(D) to initiate, conduct, supervise, review and evaluate management improvements and arrangements for improved internal organization of and liaison among such agencies.

(ii) Nothing in this order shall be construed to impair the functions, powers, and duties of the Commissioner of Welfare or the Department of Welfare as defined by the New York Social Welfare Law or by any federal statute.

(e) <u>Administrative</u>. The Administrator may create bureaus, divisions or positions within the Human Resources Administration, and he may abolish those created by him. The Administrator may delegate to any member of that Administration specified functions, powers and duties, and he may withdraw those delegated by him. The Administrator shall take note of the recommendations with respect to the matters and agencies subject to the jurisdiction of the Mayor's Task Force on



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August 15, 1966

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Reorganization and, in consultation with and subject to the supervision of the City Administrator, pursuant to the terms of section 3 (j) of Executive Order No. 9 of March 4, 1966, shall initiate plans and make such preparations as may be appropriate for the effective and economical implementation of such recommendations, as they are enacted into law.

§3. New York City Council Against Poverty.

(a) <u>Creation</u>. A new New York City Council Against Poverty is created, the council created by Title I of Executive Order No. 160 of June 30, 1965, as amended by Executive Order No. 163 of July 1, 1965, is abolished, and Title I of Executive Order No. 160 and Executive Order No. 163 are rescinded.

(b) <u>Functions</u>, <u>Powers and Duties</u>. The functions, powers and duties of the new Council shall be:

(i) to provide the Administrator withoverall goals and priorities for the City's Attack on Poverty;

 (ii) to provide for the creation or recognition of community corporations or other organizations as the primary instruments for citizen participation and community action in particular areas of the City;

(iii) to adopt each year proposed Attack on Poverty departmental estimates, including proposed allocations among community corporations or other recognized primary instruments, for the expenditure during the next fiscal year of funds to be made available by the City for purposes of the Attack on Poverty and, taking into account the program and budgeting guidelines of the United States Office of Economic Opportunity, of funds to be made available to the City under Title II (A) of the Economic Opportunity Act of 1964, as amended;

(iv) to approve applications for Attack

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on Poverty funds from community corporations or other recognized primary instruments and from other agencies and in connection therewith to hear appeals from those whose applications for funds to community corporations or other recognized primary instruments were not included in applications to the Council;

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(v) to require the Administrator or his designee to submit departmental estimates for the Attack on Poverty and to apply for and receive from the Office of Economic Opportunity the necessary Title II (A) funds; and

(vi) to allocate among the community corporations or other recognized primary instruments and other agencies, in terms of program objectives and the needs of the particular areas of the City, City Attack on Poverty funds actually made available and Title II (A) funds actually received and to require the Administrator or his designee to make such funds available thereto.

(c) Membership. One-half of the members of the Council shall be representative of public and private education and social service agencies, labor, business, religious and minority groups, and so forth, and shall be appointed by (the Mayor. One-half of the members of the Council shall be representative of the residents of the areas and of members of groups served by the Attack on Poverty, and shall be appointed by the Mayor. Not later than September 9, 1966, the board of directors or other governing bodies of each of the following organizations: HARYOU - ACT, Inc., Bedford-Stuyvesant Youth In Action, Inc., Brownsville-East New York Community Committee, Williamsburg Community Committee, Lower West Side Community Committee, South Bronx Community Committee, Hunts Point Community Committee, Morrisania Community Committee, South Brooklyn Community Committee, Astoria-Long Island City Community Committee (QUALICAP), South Jamaica Community Committee, Fort Greene Community Committee, Lower East Side Community Committee, and a group of community organizations in East Harlem shall recommend persons for such appointment by the Mayor. After consultation


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with the members of the Council, the Mayor shall designate two of the members to be Chairman and Vice Chairman, respectively. On the date a community corporation or other organization is recognized by the Council as the primary instrument of citizen participation and community action in an area of the City in which one of the organizations listed above now operates, the term of any Council member appointed on the recommendation of that organization shall end, and the board of directors or other governing body of the newly recognized organization shall recommend a person for appointment by the Mayor for not to exceed the unexpired term of the previous member. Periodically, as community corporations or other organizations are recognized as the primary instruments for citizen participation and community action in areas of the City in which none of the organizations listed now operates, the Council shall consider the various ways and means by which the residents of these and the existing areas and the members of the groups served and to be served shall be represented on the Council and make recommendations with respect thereto to the Mayor.

(d) <u>Term</u>. Members of the Council shall be appointed for terms of not to exceed two years each, except that initially one-half of the members of the Council appointed by the Mayor and one-half of the members appointed by the Mayor on the recommendation of the organizations listed above shall be appointed for terms of not to exceed one year each. Members

appointed to fill vacancies shall be appointed for not to exceed the unexpired term.

(e) <u>Administrator</u>. The Administrator and any designee of his may participate in all deliberations of the Council but shall have no vote. The Administrator or his designee is directed to make available to the Council such assistance as it may request.

§4. <u>Saving Provision</u>. Except to the extent that they may be inconsistent with this order, all determinations, authorizations, regulations, writings, certificates, orders, directives, contracts, agreements, and other actions made,

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issued or entered into with respect to any function, power or duty affected by this order and not revoked, superseded, or otherwise made inapplicable before the effective date of this order shall continue in full force and effect until amended, modified or terminated by appropriate authority.

§5. <u>Effective Date</u>. Section 2(b) of this order and, except as otherwise required therein, section 3 of this order shall take effect September 15, 1966.

John V. Lindsay MAYOR





OFFICE OF THE MAYOR

EXECUTIVE ORDER NO. 29 August 19, 1966

Civil Defense Reorganization

Whereas, The Interim Director of the Office of Civil Defense issued on March 18, 1966, a report entitled "Reorganization of Civil Defense March, 1966," and Whereas, In New York City alone over fifteen million dollars have been spent on

surveying and designing fallout shelters and the Federal Government is prepared to give the City a total of thirty-one million dollars in shelter supplies; and

Whereas, The Office of Civil Defense has to date failed to provide satisfactory solutions to the problems of shelter management, communications, emergency control, and volunteer enrollment, and

Whereas, Substantial economies can be achieved by regrouping the prior functions of

the Office of Civil Defense; and Whereas, The appropriate civil defense agencies of the state and federal governments have given approval to the administrative plan carrying out this reorganization; and

Whereas, Civil defense under this reorganization, will continue to be eligible for reimbursement under the federal government's matching funds program; and

Whereas, The objectives hereinbefore stated will ultimately require the enactment of legislation to effect appropriate regrouping of functions and such legislation is now being prepared,

Now, therebore, by the power vested in me as Mayor of The City of New York, it is hereby ordered as follows

Section 1. Office of Civil Defense and Disaster Control. The Office of Civil Defense shall be redesignated the Office of Civil Defense and Disaster Control. It shall take its direction from, and serve as the staff of, the Mayor's Emergency Board.

§ 2. Functions. The functions of the Office of Civil Defense and Disaster Control shall include:

(a) Coordination of New York City's Civil Defense effort in accordance with the provisions of the Defense Emergency Act of New York State and development of a Civil Defense Emergency operations plan involving all relevant municipal agencies;

(b) Preparation of plans designed to contain and control emergency conditions caused by a disaster, maintain essential services during a disaster, and to restore essential services;

(c) Aiding various City Departments in obtaining funds under the Federal Government Matching Funds Program for Civil Defense activities;

(d) Carrying out all Civil Defense functions mandated by the Defense Emergency Act of New York State that are not transferred to other City departments by this Executive Order.

§ 3. Communications. The Communications Section of the present office of Civil Defense shall be functionally transferred to the Municipal Broadcasting System.

§4. Shelters. The Shelter Management Section of the present office shall be functionally transferred to the Department of Public Works.

 § 5. Control Centers. The Police Department shall:
(a) Maintain the Borough and Emergency Control Centers on a standby basis.
(b) In cooperation with the Mayor's Emergency Control Board and the respective Borough Presidents' Office, develop plans for activating these centers in an actual

emergency. §6. Volunteers. The Fire Department shall be in complete charge of Fire Auxiliaries and keep the necessary records of these units. The Police Department shall be in complete charge of the Police Auxiliaries and the Rescue Service and keep the necessary records of these units; §7. Equipment. The Commissioner of Public Works shall continue to have the

primary responsibility for the coordination of all City and private sector equipment, such as trucks, generators, bull-dozers and power shovels. Public Works will be responsible for the placement and maintenance of the City's 742 sirens. § 8. Medical Assistance. The Health and Hospital Departments shall continue their

Repealed: Exec. Ord 51, Sept 11, 1967

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civil defense assignments under the direction of the Office of Civil Defense and Disaster Control.

§ 9. Radiological Intelligence. The Fire Department shall continue to maintain and

operate a radiological detection and reporting system. § 10. Other Municipal Agencies. All municipal agencies with Civil Defense responsibilities, not specifically mentioned in this Executive Order, shall continue these responsibilities.

§11. Director. The Director of Civil Defense and Disaster Control shall be a member of the Mayor's Emergency Control Board and shall serve as the Executive Assistant to the Board.

\$ 12. Effective Date. This order shall take effect immediately. JOHN V. LINDSAY, Mayor.

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OFFICE OF THE MAYOR

EXECUTIVE ORDER NO. 30 September 19, 1966

Transportation Administration: An Order Supplementing and Amending Executive Order No. 4

Whereas, The Transportation Administration (hereinafter referred to as "the Administration") and the Transportation Council have heretofore been established by Executive Order No. 4 of January 17, 1966, as a first step in the coordination of transportation planning, development and operation; and

Whereas, It is necessary and desirable to supplement and in certain respects amend Executive Order No. 4 so as to insure such coordination more effectively

Now, therefore, by the power vested in me as Mayor of The City of New York, it is hereby ordered as follows:

Section 1. Deputy Administrators and Personnel. The Mayor, or upon delegation by the Mayor, the Administrator of Transportation, may appoint one or more Deputy Administrators, and assistant administrators and such other professional and clerical personnel as may be necessary for the performance of the duties of the Administration. The agencies specified in Section 3 hereof are hereby directed to make available to the Administrator such staff assistance as he may request.

§ 2. Powers and Duties of the Administrator. In addition to such other powers as have heretofore been conferred upon him, the Administrator shall have with respect to the Department of Highways and the Department of Traffic (which departments are hereafter referred to as "the Agencies"), the bridge and tunnel activities of the Department of Public Works, the ferry, ferry house, airport and heliport activities of the Department of Marine and Aviation, and the arterial parkway activities of the Department of Parks (all of which are hereafter referred to as "the Transportation Activities"). the power and duty:

(a) to review and evaluate the department estimates for the capital and expense budgets pertaining to such Agencies and Transportation Activities prior to the transmission of such estimates as required by law;

(b) to initiate, conduct, review and supervise long-range and intermediate-range planning of the programs of the Agencies or which relate to the Transportation Activities, and systems analysis of program needs and priorities thereof;

(c) to coordinate the Transportation Activities and the programs of the Agencies and evaluate them in light of emerging needs and priorities with a view to more effective programming, and budgeting and increased efficiency, economy and productivity of operations;

(d) to supervise the management of the Transportation Activities and the programs, activities and expenditures of the Agencies;

(e) to initiate, evaluate and supervise management improvements and arrangements for improved internal organization of and liaison among the Agencies or relating to the Transportation Activities; and

(f) to take note of the recommendations with respect to the matters and agencies subject to his jurisdiction by the Mayor's Task Force on Reorganization and in consultation with and subject to the supervision of the City Administrator, pursuant to the terms of Section 3 (j) of Executive Order No. 9, dated March 4, 1966, to initiate plans and to make such preparations as may be appropriate for the effective and economical implementation of such recommendations, as they are enacted into law.

§ 3. Executive Order No. 4 to the extent not inconsistent with this Order is continued in full force and effect and to the extent said Order is inconsistent herewith the same is hereby amended.

§ 4. Effective Date. This order shall take effect on September 19, 1966. s23.29

JOHN V. LINDSAY, Mayor.





Addendum No. 5 to Executive Order No. 138, Issued April 8, 1965

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September 14, 1966. Whereas, Executive Order No. 138 issued April 8, 1965, provided for the disqualifi-cation of firms contracting with the City pursuant to Section 103-b of the General Munici-pal Law upon the failure of a member, partner, director or officer, when called before a grand jury, to testify, sign a waiver of immunity or answer any relevant question; and Whereas, Official notification has been received from the District Attorney of Bronx County that the following persons have refused to sign waivers of immunity when sub-poenaed to testify before the Grand Jury of Bronx County; Bernard Ettinger, 31 Pinewood Road, Roslyn, Long Island, N. Y., Roy Miller, Windmill Farm, Armonk, N. Y.; and

Now, therefore, in accordance with the policy set forth in subdivision two of Execu-tive Order No. 138, all City Departments and agencies are directed to take the necessary appropriate action immediately. s21,27

JOHN V. LINDSAY, Mayor.





OFFICE OF THE MAYOR

EXECUTIVE ORDER NO. 31 October 10, 1966

Medical Examination of Drivers of City Motor Vehicles

Whereas, The City has a responsibility to the public that precautions be taken by the City to insure that all drivers of City motor vehicles be in good health; and Whereas, There is a need for modification of the present procedures for the

medical examination of drivers of City motor vehicles.

Now, therefore, by the power vested in me as Mayor of The City of New York, it is hereby ordered as follows:

Section 1. Medical Examination. Candidates for the position of Motor Vehicle Operator, and other positions for which a driver's license is required, shall be subject to a medical examination by the Department of Personnel, and prior to appointment, by the appointing agency.

Procedures and standards for Medical Examination.

(a) The public announcement for the position will describe the medical tests, standards and causes for rejection for the position of Motor Vehicle Operator. The standards used are to be the New York City Civil Service Commission Medical and Physical Standards for Applicants for the position of Motor Vehicle Operator. The advertisement will include a statement that periodic medical examinations will be given after appointment. Candidates who pass the Department of Personnel screening medical examination will be certified to fill Motor Vehicle Operator positions.

(b) There will be a complete Medical Examination at time of appointment as Motor Vehicle Operator, whether permanent or provisional.

(c) The appointing agency will be responsible for arranging for the prescribed medical examination.

(d) All agencies will use the current Medical and Physical Standards for Motor Vehicle Operator, approved by the City Civil Service Commission.

(e) Agencies which have medical services will examine their own appointees. If the agency's medical service has no laboratory facilities, the appointee may be referred to the Health Services Administration for the other tests indicated.

(f) Agencies which do not have medical service will refer their appointees to the Health Services Administration for the complete medical examination.

(g) If the appointee is considered medically unfit by the examining physican for the appointing agency, the appointing agency will notify the Department of Personnel which will then review the medical facts and will make the final determination as to whether the applicant should be rejected.

(h) If, upon review, the Department of Personnel considers the appointee medically

unfit, the appointee may if he wishes, appeal such determination to the City Civil Service Commission.

§ 3. Medical Re-examination. Employees in the title of Motor Vehicle Operator, and other employees who drive City vehicles as an important part of their duties, shall be subject to periodic medical re-examination.

Procedures and Standards for Medical Re-examination. §4.

(a) The City Personnel Director shall establish the standards for these periodic medical re-examinations. These standards shall not be more stringent than the then current standards for candidates for the position of Motor Vehicle Operator. (b) Until further notice, the Health Services Administration will conduct the medical examinations for any City agency which does not have its own medical staff.

(c) Agencies requiring this medical assistance shall apply to the Health Services Administration. The Health Services Administration shall establish a procedure and schedule of the examinations which will be adhered to by all concerned.

(d) An employee of such an agency who does not want to use the medical examination services provided by the Health Services Administration may have the examination performed at his own expense by his own physician.

(e) All examining physicians shall fill out completely Department of Personnel Form No. DP 747B, Medical Report-Driver of City Vehicle and shall return the form directly to the employing agency.

(f) Frequency of Re-examinations.

(1) Motor Vehicle Operators under age 40 will be re-examined every 3 years.

(2) Motor Vehicle Operators 40 to 60 years of age will be re-examined every 2 years.



(3) Motor Vehicle Operators 60 years of age and over will be re-examined yearly.

(4) After an illness resulting in an absence of three or more weeks, the Motor Vehicle Operator shall have a complete medical examination.

(g) Motor Vehicle Operators who, after a medical examination, are found medically unfit to drive may appeal such determination to the City Civil Service Commission.

§ 5. Examination of Drivers in titles other than Motor Vehicle Operator. Prior to assigning an employee to a job which requires driving a City vehicle, agencies should have employees, permanent or provisional, who drive City vehicles as an important part of their duties examined in accordance with the standards and procedures established for the position of Motor Vehicle Operator. Agencies should arrange to have employees, permanent or provisional, who drive City vehicles as an important part of their duties re-examined on the same basis as Motor Vehicle Operators. Any City agency which does not have its own medical staff will follow instructions in §4 Paragraph (c) of this executive order.

The medical and physical standards established for the particular position will be used by the Department of Personnel Medical Examining Division's physician.

§ 6. Medically unfit drivers. All Departments and Agencies shall make every effort to continue the employment, in appropriate positions, consonant with the public welfare, of drivers of motor vehicles who are found to be medically unfit to perform the duties of the position on the basis of the medical re-examination. In accordance with this policy, first priority and preferred action shall be as follows:

(a) If the employee has more than 10 years of member service in the retirement system, one or more of the following actions may be taken with the concurrence of the employee:

Limited assignment, for the duration of the incapacity if appropriate and feasible within the agency staffing requirements and work responsibilities.

ii, Referral to the Rehabilitation Service of the Department of Hospitals for guidance and counsel, if rehabilitation seems to be a possibility.

iii. Leave with or without pay in accordance with the City Leave Regulations. iv. Referral for ordinary disability, service retirement, or accidental disability

retirement if the facts warrant such referral to the appropriate retirement agency. v. Transfer in accordance with the Rules of the City Civil Service Commission. If the employee is transferred to lower level position, he shall be paid the salary of

the lower level position at the step level in accordance with Paragraph 2.7 of the Pay Plan Regulations.

(b) If the employee has fewer than 10 years of member service in the retirement system, one or more of the following actions may be taken with the concurrence of the employee:

Limited assignment, for the duration of the incapacity, if appropriate and feasible within the agency's staffing requirements and work responsibilities.

ii. Referral to the Rehabilitation Service of the Department of Hospitals for guidance and counsel, if rehabilitation seems to be a possibility.

iii. Leave with or without pay in accordance with the City Leave Regulations.

iv. Request to Board of Estimate, or head of the appropriate retirement system if other than the Board of Estimate, for leave without pay in accordance with the appropriate section of the Administrative Code to permit employee to reach 10 years of member service for ordinary disability retirement.

v. Referral to the appropriate retirement agency for possible accidental disability retirement if the facts warrant such referral.

vi. Transfer in accordance with the Rules of the City Civil Service Commission. If the employee is transferred to a lower level position, he shall be paid the salary of the lower level position at the step level in accordance with Paragraph 2.7 of the Pay Plan Regulations.

(c) If the employee does not agree to any of the actions proposed by the department or agency in accordance with the alternatives listed under b and c above, he may be dismissed for medical incapacity to perform the duties of the position.

(d) In classes of positions other than Motor Vehicle Operator, every effort should be made to assign the employee to a position, in the same class, which does not require

Effective date. This order shall take effect on the date hereof and shall driving. §7. supersede Executive Order No. 179, dated December 8, 1965.

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JOHN V. LINSDAY, Mayor.







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EXECUTIVE ORDER NO. 32

October 31, 1966

Establishment of the Career Executive Program

WHEREAS, the role played by every city employee is important for the effective performance of city business, experience has shown that this cannot be accomplished without capable, dynamic executive leadership and it is essential that the city command the services of an outstanding corps of executives if it is to provide the services required by the people of our city, and

WHEREAS, an organization as large as our city government should and must develop from within its own ranks this essential group of senior public servants through an effective and comprehensive program to estimate future executive needs, to identify potential and tried executive talent in the city service, and through counseling, training, and work assignment to increase the number of executives available for the leadership that our city needs.

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. <u>Career Executive Program</u>. A Career Executive Program shall be instituted with the following objectives:

(a) To provide the basis for city-wide executive manpower planning and utilization.

(b) To train and provide diversified work experience for city executives to prepare them to assume higher level responsibilities.

(c) To provide agency heads with a source of highly qualified city executives.



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(d) To provide additional career opportunities for city executives.

(e) To obtain maximum utilization of executive

§2. Inventory of Positions and Personnel. To reach the goals enumerated in Section 1, the following steps shall be taken:

(a) To identify present and future needs, an inventory shall be made of top and middle management positions and the abilities needed for outstanding performance in these positions.

(b) An inventory shall be made of the abilities and potential of present city executives in order to develop and maintain a complete Career Executive Roster containing the names of all city executives qualified for assignment and transfer as needed to advance the city's business.

(c) A plan shall be developed and implemented to increase the executive abilities of each person whose name is in the Roster.

\$3 Assignment of Agency Responsibilities. Each agency under the jurisdiction of the Mayor shall undertake the following action:

skills.

(a) Provide the Department of Personnel with all the information it needs to establish the Career Executive Roster.

(b) In cooperation with the Department of Personnel, plan and institute a manpower development and utilization program to meet its present and future executive needs.

(c) Request from the Department of Personnel, when an executive position cannot be filled at the desired level of competence and potential from its staff, the names of executives who appear to have the required qualifications for the positions. The qualifications of the executives shall be considered prior to reviewing the qualifications of persons outside of the city service. Each agency head shall report to the Director of Personnel on his consideration of the employees so referred to him.



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(d) Cooperate by releasing employees selected for executive positions in other agencies when, in the opinion of the Deputy Mayor-City Administrator and the City Personnel Director, the best interests of the city would be served by such assignment or transfer.

§4. Department of Personnel. The Department of Personnel shall undertake the following action:

(a) Develop and maintain a master plan to meet city-wide executive needs.

(b) Develop and maintain the Career Executive Roster.

(c) On the request of an agency head, recommend the names of qualified executives to fill executive vacancies.

(d) Develop, conduct, sponsor, and assist agencies to maintain programs to improve the abilities and potential of city executives and to increase the number of capable executives in the city service.

(e) Develop procedures and rules to facilitate temporary and permanent inter-agency transfers of executives.

(f) Report to the Deputy Mayor-City Administrator annually on the progress the city is making in meeting its executive needs.

\$5. Effective date. All agencies of city government

not under the jurisdiction of the Mayor are requested to cooperate in the establishment and maintenance of this program, which shall become effective on the date hereof.

Lindsay John Mayor



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CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 33

November 21, 1966

Establishment of the Recreation and Cultural Affairs Administration

WHEREAS, the full and faithful discharge of the responsibilities vested in the Mayor of the City of New York by the Charter and other laws applicable to his powers and duties will be substantially aided by grouping the various agencies of the City having relation to the recreation, parks and cultural activities into a manageable system for executive control and review so as to permit the Mayor to communicate more effectively with and exercise leadership over such agencies; and

WHEREAS, the establishment of such a grouping is necessary and desirable in order to eliminate duplicating functions and waste in the provision of municipal service; to achieve substantial economies in the operation of the City government; and to permit effective and productive program planning and systems analysis, program coordination and evaluation, budgetary review and evaluation, and management supervision and improvement of programs; and

WHEREAS, the objectives hereinbefore stated will ultimately require the enactment of legislation to amend the Charter and other laws for the purpose of effecting appropriate

consolidation and coordination of City agencies, and such legislation is now being prepared; and

WHEREAS, the effective and economical implementation of such legislation, when enacted, will require careful planning and preparation prior to the effective date thereof; and

WHEREAS, the Charter empowers the Mayor to create or abolish, by executive order, bureaus, divisions or positions within his executive office as he may deem necessary to fulfill his duties and from time to time, by executive order, to



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delegate to or withdraw from any member of said office, specified functions, powers and duties, except his power to act on local laws or resolutions of the council, to act as a magistrate or to appoint or remove officials:

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. Administration. There is established in the executive office of the Mayor a Recreation and Cultural Affairs Administration the head of which shall be an Administrator who shall be appointed by and serve at the pleasure of the Mayor.

§2. Deputy Administrator and Personnel. The Mayor, or upon delegation by the Mayor, the Administrator, may appoint Deputy Administrators, assistant administrators and such other professional and clerical personnel as may be necessary for the performance of the duties of the Administration. The agencies specified in §3 hereof are hereby directed to make available to the Administrator such staff assistance as he may request.

§3. Powers and Duties of the Administrator. The Administrator shall have with respect to the Department of Parks, the Office of Cultural Affairs and the Landmarks Preservation Commission, the power and duty:

(a) to review, evaluate and transmit to the Mayor the departmental estimates for the capital and executive budgets pertaining to such agencies;

 (b) to initiate, conduct, review and supervise long-range and intermediate-range planning of the programs of such agencies, and systems analysis of program needs and priorities;

(c) to coordinate all programs and activities of such agencies and evaluate them in light of emerging needs and priorities, with a view to more effective programming and budgeting and increased efficiencies, economies and productivity of operations;

(d) to supervise the management of all programs, activities and expenditures;



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(e) to initiate, evaluate and supervise management improvements and arrangements for improved internal organization of and liaison among such agencies; and

(f) to take note of the recommendations with respect to the matters and agencies subject to the jurisdiction of the Mayor's Task Force on Reorganization and, in consultation with and subject to the supervision of the City Administrator, pursuant to the terms of Section 3(j) of Executive Order No. 9, dated March 4, 1966, to initiate plans and to make such preparations as may be appropriate for the effective and economical implementation of such recommendations, as they are enacted into law.

§4. <u>Cultural Affairs</u>. The Administrator shall have the power and duty to review and evaluate the estimates for the capital and executive budgets of all libraries, museums, zoological and scientific societies or other cultural institutions, the expenses of which are paid in whole or in part from the City Treasury.

§5. Effective date. This order shall take effect on the date hereof.

John V. Lindsay Mayor





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EXECUTIVE ORDER NO. 34 November 22, 1966

Establishment of the Housing and Development Administration

WHEREAS, the full and faithful discharge of the responsibilities vested in the Mayor of the City of New York by the Charter and other laws applicable to his powers and duties will be substantially aided by grouping those various agencies of the City having relation to housing and physical development of the City into a manageable system for executive control and review so as to permit the Mayor to communicate more effectively with and exercise leadership over such agencies; and

WHEREAS, the creation of such a group is necessary and desirable in order to eliminate duplicating functions and waste in the provision of municipal service to achieve substantial economies in the operation of the City government to permit effective and productive program planning and systems analysis, program coordination and evaluation, budgetary review and evaluation, and management supervision and improvement of programs; and

WHEREAS, the objectives hereinbefore stated will ultimately require the enactment of legislation to amend the Charter of the City of New York and otherwise for the purpose of effecting appropriate consolidation and coordination of City agencies and such legislation is now being prepared; and

WHEREAS, the effective and economical implementation of such legislation, when enacted, will require careful planning and preparation prior to the effective date thereof; and

WHEREAS, the aforesaid considerations apply with full force and effect to the housing and physical development programs of the City of New York; and

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November 22, 1966

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WHEREAS, the Charter of the City of New York empowers the Mayor to create or abolish, by Executive Order, bureaus, divisions or positions within the executive office of the Mayor as he may find necessary to fulfill his duties and may from time to time, by Executive Order, delegate to or withdraw from any member of said office, specified functions, powers and duties, except his power to act on local laws or resolutions of the Council, to act as a magistrate or to appoint or remove officials:

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. Housing and Development Administration. There is established in the executive office of the Mayor a Housing and Development Administration. The Administration shall be headed by an Administrator who shall be appointed by and serve at the pleasure of the Mayor. The Mayor may appoint three Deputy Administrators as may be necessary for the performance of the duties of the Administration. The agencies specified in Section 3 hereof, subject to the jurisdiction of the Mayor, are directed to make available to the Administrator such assistance as he may request.

§2. Functions, Powers and Duties of the Administrator. The Administrator, except as otherwise provided by law, shall have the following powers and duties:

(a) to plan, initiate, conduct, supervise, coordinate, review and evaluate City programs having relation to urban renewal, public housing, publicly-aided housing, neighborhood conservation, the enforcement of all laws relating to the rehabilitation or rental of housing, the construction, alteration, maintenance, use, occupancy, safety, sanitary conditions, mechanical equipment and inspection of buildings or structures and the management of property acquired by the City for or devoted to housing or urban renewal purposes;

(b) to coordinate the planning and installation of site improvements and community facilities (except schools) within urban renewal areas by the Recreation and Cultural Affairs Administration, the Transportation Administration and the Departments of Public Works, and Water Supply Gas and Electricity; and



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(c) to create bureaus, divisions or positions within the Housing and Development Administration and he may abolish those created by him and delegate to any member of the Administration specified functions, powers and duties, and withdraw those delegated by him.

§ 3. In connection with the exercise of the functions, duties and powers delegated to the Administrator by § 2 of this Order, there are delegated to the Administrator with respect to the Department of Buildings, the Housing and Redevelopment Board, the Department of Real Estate, the Department of Relocation, the Rent and Rehabilitation Administration and to the extent, subject to the jurisdiction of the Mayor, the New York City Housing Authority the following powers and duties:

- (a) to review, evaluate and transmit in accordance with law the departmental estimates for the capital and executive budgets pertaining to such agencies, and to require that such estimates be in such form and contain such further information as he may prescribe;
- (b) to initiate, conduct, review and supervise longrange and intermediate-range planning of programs of such agencies;
- (c) to supervise, analyze, coordinate and review all programs, activities, functions, powers, duties and expenditures of such agencies and

evaluate them in light of emerging needs and priorities, with a view to more effective programming and budgeting and increased efficiencies, economies and productivity of operations;

 (d) to initiate, conduct, evaluate and supervise management improvements and arrangements for improved internal organization of and liaison among such agencies;

(e) to be the Mayor's representative for liaison with the Federal and State Governments;

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EXECUTIVE ORDER NO. 34

(f)

to take note of the recommendations with respect to the matters and agencies subject to the jurisdiction of the Mayor's Task Force on Reorganization and, in consultation with and subject to the supervision of the City Administrator, pursuant to the terms of § 3 (j) of Executive Order No. 9, dated March 4, 1966, to initiate plans and to make such preparations as may be appropriate for the effective and economical implementation of such recommendations, as they are enacted into law.

§ 4. <u>Repeal of Previous Executive Orders</u>. The following Executive Orders are superseded by this Order, and are hereby repealed:

> (a) Executive Order No. 13 dated May 5, 1962, entitled "Housing Policy Board and Executive Committee."

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- (b) Executive Order No. 36 dated April 9, 1963, entitled "Housing Policy Board and Executive Committee."
- (c) Executive Order No. 181 dated December 21, 1965, entitled "Creation of the Office of Housing and Development Coordinator." The functions, personnel, budget, obligations and responsibilities of the Office of the Housing and Development Coordinator are hereby transferred to the Housing and Development Administration.
- (d) Executive Order No. 13, dated June 17, 1966, entitled "Establishment of the Office of City Renewal Commissioner."

§ 5. Effective Date. This Order shall be effective immediately.



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CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 35

December 21, 1966

Passenger Vehicles and Motor Vehicle Operators

WHEREAS, pursuant to Executive Memoranda dated June 30 and August 5, 1966, the Vehicular Control Board has studied the assignment and usage of passenger vehicles and motor vehicle operators to and within departments and agencies of The City of New York, and

WHEREAS, there can be substantial economies achieved in the ownership, maintenance, and operation of passenger vehicles by all departments and agencies of City government, and

WHEREAS, continuing leadership and authority are necessary to establish a modern, efficient system of fleet management for The City of New York;

NEW THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. <u>Authorization of Passenger Vehicle</u> and Motor Vehicle Operator Assignments. The chief officer of each department and agency of The City of New York, subject to the approval of the Vehicular Control Board, shall authorize the assignment and use of passenger vehicles and motor vehicle operators within such department or agency, in accordance with Section 2 subsections (a) and (b) of this order and in accordance with such additional standards as may be established by the Vehicular Control Board.



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EXECUTIVE ORDER NO. 35

December 21, 1966

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§2. <u>Standards of Assignment</u>. All passenger vehicles and motor vehicle operators shall be assigned and used in conformity with the following standards:

(a) Passenger Vehicles. All passenger vehicles owned by or permanently assigned to any department or agency shall be operated as part of a department-wide or agency-wide motor pool. Vehicles shall be made available to individual employees as necessary to conduct official business, and shall be returned to the motor pool as soon as the specific task is concluded for which vehicle usage was approved. No vehicle shall be permanently assigned to or primarily used by any employee unless he be

(1) a full commissioner or head of

agency; or

(2) an employee continuously charged with official duties and responsibilities requiring him to spend eighty (80) per cent or more of his official working hours in numerous field locations not accessible by public transportation; or

(3) an employee continuously charged with duties requiring transportation of heavy or bulky equipment to at least two locations every working day; or

(4) an employee frequently called into emergency service, provided he can demonstrate past experience of emergency calls in such frequency and at such hours and locations that human life and property were or would have been endangered by his inability to secure immediate transportation.

(b) Motor Vehicle Operators. All motor vehicle operators shall be assigned to department-wide or agency-wide motor pools, and shall not be permanently or primarily assigned to specific passenger vehicles, whether or not the vehicle itself is permanently assigned to an individual employee, unless the vehicle is assigned to or in use by a full commissioner or agency head, except following the express written consent of The Vehicular Control Board.



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December 21, 1966

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§3. Withdrawal of Passenger Vehicles. Within 30 days of the effective date of this order, the departments and agencies listed below shall deliver the indicated number of passenger vehicles, identified by the Vehicular Control Board as assigned or used contrary to Section 2(a), to the Department of Sanitation Central Repair Shop, 52-35 58th Street, Woodside, New York, for salvage or reassignment, as determined by the Board.

Department or Agency	No. of Passenger Vehicles to be Surrendered
(a) Department of Public Works	8
(b) Department of Health	5
(c) Department of Hospitals	3
(d) Department of Water Supply, Gas and Electricity	7
(e) Department of Sanitation	20
(f) Board of Water Supply	1
(g) Department of Correction	1
(h) City Planning Commission	1
(i) Department of Traffic	8
(j) Department of Buildings	2
(k) Department of Parks	10
(1) Demonstrate 5 D	

- (1) Department of Purchase
- (m) Department of Real Estate
- (n) Housing and Redevelopment Board
- (o) Department of Highways

94. Transfer, Reassignment or Elimination of Motor Vehicle Operator and Other Positions. The chief officer of each department or agency shall, in cooperation with the Vehicular Control Board and the Director of Personnel, submit to the Vehicular Control Board a plan for the elimination, reassignment, or interagency transfer of drivers currently used or assigned contrary to standards established in section 2(b), including, but not limited to, motor vehicle operator and other positions designated below.



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- Department of Public Works shall reassign 4 laborers and 1 junior engineer, and eliminate (a) 16 motor vehicle operator positions.
- Department of Health shall reassign one clerk (b) and eliminate 3 motor vehicle operator positions.
- Department of Water Supply, Gas and Electricity (C) shall reassign 7 laborers, and eliminate 10 motor vehicle operator positions.
- (d) Department of Sanitation shall reassign one clerk and eliminate one motor vehicle operator position.
 - (e) Board of Water Supply shall eliminate 3 motor vehicle operator positions.
 - (f) Department of Correction shall eliminate one motor vehicle operator position.
 - City Planning Commission shall reassign one motor (g) vehicle operator to the Department of Public Works.
 - (h) Department of Traffic shall eliminate 4 motor vehicle operator positions
 - (i) Department of Buildings shall eliminate 3 motor vehicle operator positions.
 - (j) Department of Parks shall eliminate 5 motor vehicle operator positions.

- (k) Department of Purchase shall eliminate 1 motor vehicle operator position.
- Housing and Redevelopment Board shall eliminate (1)4 motor vehicle operator positions.
- Department of Highways shall eliminate 8 motor (m) vehicle operator positions.
- Department of Markets shall eliminate one motor (n) vehicle operator position.



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EXECUTIVE ORDER NO. 35

December 21, 1966

§5. Continued Review and Modification of Automobile Ownership, Operation, and Maintenance. The Vehicular Control Board shall continue its study and evaluation of all aspects of motor vehicle ownership, operation, and maintenance by The City of New York, and shall have authority to establish motor pools servicing groups of departments and agencies; to combine, modify and eliminate maintenance facilities; to eliminate and reassign passenger vehicles and motor vehicle operator positions; to review and approve requests for new equipment. All departments and agencies shall cooperate in such study and evaluation, and shall furnish all data requested by the Vehicular Control Board or its designated representatives.

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§6. Other Municipal Departments and Agencies. A copy of this order will be sent to the chief officer of each department and agency not within the Mayor's administrative jurisdiction with the request that they cooperate in achieving the objectives of this order, that they voluntarily apply all applicable sections to the administration of automobiles owned or operated by them, and that they seek to establish a working relationship with the Vehicular Control Board.





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CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER No. 36

February 1, 1967

ESTABLISHMENT OF THE OPERATIONS RESEARCH COUNCIL

WHEREAS, the field of management science has been rapidly expanding in both the private and governmental sectors; and

WHEREAS, the effectiveness of our municipal services can be improved by applying to the conduct of the City's business the techniques and methods of management science, including operations research techniques; and

WHEREAS, eminent experts have offered to make their knowledge and advice available, on a non-compensatory basis, for the application of operations research techniques to City operations; and

WHEREAS, it is desired that official recognition be given

to the contributions of these authorities to the improvement of municipal administration;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. The Deputy Mayor-City Administrator is authorized to establish in the Office of Administration the Operations Research Council, to serve in a voluntary, advisory capacity with respect to the improvement of management science techniques in the various City agencies.



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Section 2. The Deputy Mayor-City Administrator is authorized to designate as members of the Council such persons in positions of eminence in the field of management science as he may deem desirable, to convene them as a council, and from time to time to make such changes in the composition of the Council as he may deem advisable.

Section 3. The Deputy Mayor-City Administrator may assign members of his staff to collaborate with the Council and its members in activities that will benefit the management of the City.

Section 4. Membership on the Council shall not constitute the holding of public office or employment.

JOHN V. LINDSAY MAYOR





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CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 37

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February 2, 1967

Regulations on Leave and Overtime Liquidation on Retirement

WHEREAS, there exists a need for uniform regulations governing the use of accrued annual leave, accrued overtime, and terminal leave allowances by City employees upon their retirement or termination of City services, and

WHEREAS, it is desirable that the regulations established for officials and employees in the top-level executive and policy-making positions differ from those governing the career employee,

NOW, THEREFORE, BY virtue of the authority vested in me as Mayor of the City of New York, it is hereby ordered that the following Regulations on Leave and Overtime Liquidation on Retirement or Termination of Services be and the same are hereby established:

Regulations on Leave and Overtime Liquidation on Retirement or Termination of Services

> Employees who are in unclassified or notclassified or pending classification or exempt positions, and persons paid on basis of Con-

sultants (Rule 5.7.1 of the City Civil Service Commission), shall not be paid for accumulated annual leave or overtime or accumulated sick leave, nor shall they be paid for terminal leave upon termination of services or upon retirement. The above regulation also applies to employees who are in non-competitive positions, the salaries of which are \$16,000 or above per annum.

2. The total paid for all other employees, upon termination of services or upon retirement, for accrued annual leave, accrued overtime, and terminal leave granted in accordance with the existing leave regulations shall not exceed payment for 12 months of service.



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Executive Order No.

February 2, 1967

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3. Effective Date. This order shall take effect immediately.





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CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 38

February 7, 1967

DUTIES, RESPONSIBILITIES AND AUTHORITY OF THE DIRECTOR OF

LABOR RELATIONS

WHEREAS, the conduct of labor relations between the City of New York and its employees is a matter of major concern to this Administration and to the people of the City of New York; and

WHEREAS, it is necessary and desirable to define the responsibilities and authority of the Director of Labor Relations for developing and administering City policies and procedures for dealing effectively and fairly with its employees;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

1. There is established, as a program in the executive office of the Mayor, an Office of Labor Relations, the head of which shall be The Director of Labor Relations.

2. The Director of Labor Relations is directly responsible to the Mayor and is hereby authorized to represent the Mayor in the conduct of all relations between the City of New York and labor unions, associations, or other organizations representing employees of the City. The Director of Labor Relations shall be responsible for the conduct of all such relations and he shall establish broad city-wide policy governing them.

3. The appropriate City staff agencies shall render advice to The Director of Labor Relations on questions of law, finance, personnel policy, operations and management.



EXECUTE F ORDER NO. 42

Executive Order #38

February 7, 1967

4. The Director of Labor Relations is authorized to negotiate labor agreements with the unions certified as representing the various groups of City employees, and to prepare and sign labor agreements on behalf of the Mayor.

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5. The heads of all City Departments and Agencies and the staff of the office of the Mayor shall cooperate fully with The Director of Labor Relations in carrying out his responsibilities.

This cooperation shall include, but not be limited to the following:

a. Notice and transmittal to The Director of Labor Relations of all inquiries and requests from labor unions, associations or other organizations representing employees of the City soliciting interpretation of any agreement.

b. Actions by City Departments or Agencies based upon interpretations of collective bargaining agreements shall not be taken without prior consultation with The Director of Labor Relations.

c. Agreements, contract or understandings, verbal or written, shall be consummated between the head of any City Department or Agency or one of his subordinates, and a union or organization representing employees of that agency, only after prior consultation and review by The Director of Labor Relations.

d. Grievance and dispute settlement procedures such as arbitration, mediation, fact-finding and labor-management conference discussions relating to City employee labor disputes or grievances, either advisory or binding, shall be entered into by City Departments or Agencies only after prior consultation and review of The Director of Labor Relations. Such settlement procedures shall be processed through and handled by The Office of Labor Relations.

e. City Departments and Agencies shall not unilaterally change, in a substantial way, the working conditions of their employees without prior consultation with The Director of Labor Relations.

f. City Departments and Agencies shall not take disciplinary action against any employee or group of employees involved in a labor relations dispute without prior consultation with The Director of Labor Relations.



EXECUTIVE ORDER NO. 42

Executive Order #38

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February 7, 1967

g. City Departments and Agencies shall provide The Director of Labor Relations with all necessary information needed in the conduct of Labor negotiations affecting employees in their Departments and shall participate with the Director of Labor Relations in the negotiations as, in the opinion of The Director of Labor Relations, may be necessary from time to time.

h. Heads of City Departments and Agencies and the staff of the office of the Mayor shall give notice to The Director of Labor Relations of all meetings held with labor unions, associations, or other organizations representing City employees.

i. Heads of City Departments and Agencies and the staff of the Mayor shall consult with The Director of Labor Relations prior to the issuance of any public or press statement relating to labor relations with City employees.

j. The Labor Relations Officer of each City Department and Agency shall act as Liaison with the Office of Labor Relations and shall keep that office informed on employee relations problems in his Department or Agency. In particular, he shall immediately notify the Office of Labor Relations, of any threatened or actual strike, work stoppage, job action, mass resignation or picketing by employees of his Department or Agency.

6. This Order shall take effect on the date hereof. Where this Order is inconsistent with Executive Order No. 49, dated March 31, 1958; with Executive Order No. 38, dated May 16, 1957; with the "Procedures for Joint Collective Bargaining with the Director of the Budget and the Personnel Director under Executive Order No. 49", dated May 28, 1960; with other Rules, Orders, Procedures or Regulations governing the conduct of the City's labor relations which are subject to the jurisdiction of the Mayor, it shall supersede such Rules, Orders, Procedures or Resolutions.

> John V. Lindsay Mayor



EXECUTIVE ORDER NO. 42



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 39 February 20, 1967

Establishment of the Office of Lower Manhattan Development

WHEREAS, the Planning Commission has approved a report titled the Lower Manhattan Plan, concerning the development of the area generally bounded by Canal Street, the Battery, the Hudson River and the East River, and recommending certain affirmative acts to be taken by the City:

WHEREAS, the plan has three broad components, each of which falls within the jurisdiction and competence of an agency of the City government:

the development of new transportation and related facilities, which should be undertaken by the Transportation Administration and its associated departments;

the development of housing and the facilities required to support and service the population of such housing, which should be undertaken by the Housing and Development

Administration;

the development of new commercial and industrial activities and the relocation of existing industry in such a way as to support and strengthen the existing economic core of the area, which should be undertaken by the New York City Public Development Corporation;

WHEREAS, it is the desire of the City administration to encourage the use of private initiative and private funds in a constructive partnership with government;

WHEREAS, the authority to make major land use decisions and the responsibility for coordinating the efforts of the various agencies involved are properly lodged in the Office of the Mayor;



EXECUTIVE ORDER NO. 42

EXECUTIVE ORDER NO. 39

Lower Manhattan

NOW, THEREFORE, by virtue of the power vested in me as Mayor of the City of New York it is hereby ordered as follows:

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Section 1. Office of Lower Manhattan Developmert. There is established in the Executive Office of the avor the Office of Lower Manhattan Development which shall be headed by a Director of Lower Manhattan Development who shall be appointed by and serve at the pleasure of the Mayor.

§2. Powers and Duties of the Director. The Director shall have the following powers and duties with respect to planning and development:

a) to have full responsibility to implement the Lower Manhattan Plan through the agencies involved, and to coordinate their efforts;

b) to work closely with the various private interests concerned with the development of Lower Manhattan;

c) to make recommendations and assist the City agencies, including the Housing and Development Administration, the _____ Development Corporation and the Transportation Administration, in the creation of detailed plans and schedules for development and redevelopment in Lower Manhattan;

d) to study and make recommendations with respect to design controls and zoning;

e) to review and make recommendations with respect to capital budget items and development programs;

f) to serve as liaison between the Mayor, City agencies and developers;

g) to hire staff personnel, designate advisors and advisory groups and retain consultants, subject to all applicable regulations, in connection with the performance of the foregoing;

Cooperating agencies. City agencies responsible for 33. providing public improvements and services in Lower Manhattan, including the Housing and Development Administration, the Transportation Administration, the Public Development Corporation, and the Departments of City Planning, Highways, Public Works, Parks, Traffic, Water Supply, Gas and Electricity and Marine and Aviation, shall cooperate with the Director of Lower Manhattan Development in the performance of his functions and duties as hereinabove set forth.



EXECUTIVE ORDER NO. 42

EXECUTIVE ORDER NO. 39

Lower Manhattan

§4. Effective Date. This order shall take effect forthwith.

MAN John V. Lindsay Mayor

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EXECUTIVE ORDER NO. 42



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 40

April 18, 1967

Exclusive Representation and Recognition Under City Employee Relations Program

WHEREAS, it is in the interest of the public and of the City as an employer and in the interest of the City's employees that the existing procedures for exclusive representation be revised for the purpose of increasing the responsibility of and strengthening the ability of the freely chosen majority representatives of city employees in the appropriate bargaining units to effectuate collective bargaining during the period of their majority representative status, in accordance with procedures which have promoted sound and peaceful employee relations in the private and quasi-public sectors and in other levels of government, thereby improving the collective bargaining process and increasing the efficacy of the City employee relations program in securing uninterrupted functioning of the City's services to its inhabitants and in providing fair and equitable working conditions for the City's employees; and

WHEREAS, the Mayor has caused to be prepared and has approved the details of a plan for such revision, and has agreed through collective bargaining with a number of City-wide majority representatives to include certain terms in currently negotiated agreements consistent with such plan, to take effect on a date following the implementation of such plan,

It is hereby ordered, pursuant to the powers vested in the Mayor under Charter 813, subd. i, 123, 124 and 8, and General City Laws 20, subd. 17, and other applicable provisions of law, as follows:

1. Definitions of terms. As used in this Order, the following terms shall mean: "City employee relations program": The following resolutions, executive orders a. of the Mayor, rules and regulations, and procedures:

(1.) Board of Estimate Resolution (Calendar No. 134, August 23, 1962) Governing Conduct of Labor Relations between the City of New York and its Employees:

(2.) Mayor's Executive Order No. 49, issued March 31, 1958;

(3.) Rules and regulations Governing the Determination of the Representative Status of Labor Organizations of City Employees, issued by the Commissioner of Labor, pursuant to Executive Order No. 49, on March 31, 1958, as revised or amended;

Department of Labor Internal Procedures for Handling Requests for Certifi-(4) cates Under Executive Order on City Employee Relations;

(5) Procedures for Joint Collective Bargaining with the Director of the Budget. and the Personnel Director under Executive Order No. 49, issued by the City Department of Labor on May 28, 1960, as amended;



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April 18, 1967

(6) City Civil Service Commission Procedures for Collective Bargaining on Group Classification Matters adopted on December 28, 1961;

(7) Executive Order No. 38 issued May 16, 1957 Governing Time Spent on the Conduct of Labor Relations;

(8) Resolutions of the Board of Estimate of January 12, 1956 Calendar No. 127 and August 30, 1956, (Calendar No. 61) as amended, Relating to Check-Off of Employee Organization Dues;

(9) Mayor's Executive Order No. 38 issued February 7, 1967 Relating to Duties, Responsibilities and Authority of the City Director of Labor Relations;

(10) Any other rules, orders, procedures or regulations governing the conduct of the city's labor relations under the jurisdiction of the Mayor.

b. "Appropriate bargaining unit": A bargaining unit, designated or certified by the City Commissioner of Labor, consisting of employees in a class of positions or in allied classes of positions or in any other viable or homogeneous grouping or unit based upon a community of interest relevant to the purposes of collective bargaining, so as to assure to employees the fullest freedom in exercising the rights under the City Employee Relations Program consistent with the efficient operation of the public service.

c. "City-wide majority representative": An employee organization duly ascertained to be, and duly certified by the City Commissioner of Labor as the freely chosen majority representative of an appropriate bargaining unit on a citywide basis.

d. "Departmental majority representative": An employee organization duly ascertained to be and duly certified by the City Commissioner of Labor as the freely chosen majority representative of an appropriate bargaining unit on a departmental or agency, or multi-departmental or multi-agency basis, or on any other basis of less than city-wide extent.

e. "City-wide bargaining unit": An appropriate bargaining unit on a city-wide basis as designated or certified by the City Commissioner of Labor.

f. "Departmental barg aining unit": An appropriate bargaining unit on a departmental, agency or multi-departmental or multi-agency basis or on any other basis of less extent than city-wide, as designated or certified by the City Commissioner of Labor.

g. "Mayoral agency": An administration, department, division, bureau, board, office, commission or other agency under the administrative control or jurisdiction of the Mayor.

h. "Mayoral employees": The employees of any mayoral agency whose salaries are fixed by the Mayor and whose positions are under the jurisdiction of the Department of Personnel of the City.

i. "Non-Mayoral Agency": (1) An administration, department, division, bureau, board, office, commission or other agency of the city, the employees of which are paid in whole or in part from the city treasury, but not including a mayoral



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agency, the Board of Education, the Board of Higher Education or the Administrative Board of the Judicial Conference;

(2) Any museum, library or similar institution employing personnel whose salary is paid in whole or in part from the city treasury;

(3) Any public authority exercising jurisdiction solely within the City of New York.

j. "Non-mayoral employees": The employees of any non-mayoral agency whose salaries are paid in whole or in part from the City treasury.

II. Application. This Executive Order shall apply to:

a. The head of every mayoral agency, all mayoral employees and all employee organizations of which mayoral employees are members;

b. The head of a non-mayoral agency, the non-mayoral employees employed in such agency and the employee organizations of which any such non-mayoral employees are members, but only if and to the extent to which the head of such nonmayoral agency elects to make the provisions of this Executive Order applicable, in whole or in part, upon such terms and conditions as the Mayor may approve.

III, Exclusive Representation Recognition. a. Where an employee organization has been or shall be duly certified in accord ance with the provisions of the city employee relations program as the city-wide majority representative of the employees in a city-wide bargaining unit:

1. On and after the date of issuance of such certification of city-wide majority status or if such certificate of city-wide majority status is in existence on the effective date of this Executive Order, on and after the effective date of this Executive Order, no certificate of departmental majority status shall be issued to any employee organization with respect to employees in any departmental bargaining unit who are also within such city-wide bargaining unit.

2. The certificate of majority representative status granted to any departmental majority representative with respect to employees in any departmental bargaining unit who are also within such city-wide bargaining unit shall terminate with respect to such employees on the date of issuance of such certification of city-wide majority status or on the effective date of this Executive Order, which ever is later.

3. During the period while such city-wide majority status of an employee organization in respect to a city-wide bargaining unit remains in effect:

(a) The city-wide majority representative shall be the exclusive bargaining agent of all employees in such city-wide bargaining unit concerning the terms and conditions of employment of such employees, including departmental as well as city-wide issues.

(b) The city-wide majority representative shall have the exclusive right to present or process grievances on behalf of any employee in such city-wide bargaining unit provided, however, that any individual employee in such city-wide bargaining unit may present and process his own grievances personally or through such city-wide majority representative, but not through any other employee organization.



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(c) The head of any agency, and any other officer of the city having jurisdiction over any matter to which the city employee relations program applies shall negotiate concerning the terms and conditions of employment of the employees in such city-wide bargaining unit, including departmental and city-wide issues, only with such city-wide majority representative.

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b. If the city-wide majority representative status of an employee organization affecting the employees in a departmental bargaining unit is duly terminated in accordance with the provisions of the city employee relations program, and/or no other city-wide majority representative has been certified to represent the employees in such bargaining unit, the City Department of Labor may duly certify a qualified employee organization as the departmental majority representative to represent the employees of such unit. Any such departmental certificate, unless sconer terminated pursuant to the city employee relations program, shall terminate on the date on which a city-wide majority representative shall be duly certified to represent such employees. Until such dates as a city-wide majority representative shall be duly certified to represent the employees in such unit, any such departmental majority representative:

1. Shall be the exclusive bargaining agent of the employees in such departmental bargaining unit concerning working conditions in such departmental bargaining unit, but the area of such representation shall not include salaries or salary grades, fringe benefits or other perquisites, promotions, time or leave rules, pay plan rules or regulations, appropriateness of titles assigned to a class of positions, appropriateness of the occupational group to which a class of positions is assigned, or any other city-wide issue; and

2. Shall have the exclusive right to present or process grievances on behalf of any employee in such departmental barg aining unit, provided however, that any individual employee in such departmental bargaining unit may present his own grievance either personally or through such departmental majority representative but not through any other employee organization.

c. If the city-wide majority representative status of an employee organization affecting the employees of a departmental bargaining unit is duly terminated in accordance with the provisions of the city employee relations program,

and/or no other city-wide majority representative has been duly certified to represent the employees in such departmental bargaining unit, the provisions of Section 6 of Executive Order No. 49, issued March 31, 1958, as incorporated in the Board of Estimate resolution of August 23, 1962, (Calendar No. 134), and the provisions of the city employee relations program supplemental thereto, shall apply to the employees in such departmental bargaining unit.

IV. The provisions of the city employee relations program shall continue in effect except as inconsistent with the provisions of this Executive Order. To the extent that any provision of the city employee relations program is inconsistent with this Executive Order, this Executive Order shall supersede such inconsistent provision of the city employee relations program.


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Executive Order #40

April 18, 1967

V. This Executive Order shall take effect on June 1, 1967.

John V. indsav Mayor





EXECUTIVE ORDER NO. 42



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 41 April 23, 1967

Establishment of a Council on Consumer Affairs

WHEREAS, it is the policy of the Administration to take affirmative action to protect the consumer interests of the citizens of New York, and

WHEREAS, the city government is vested with important powers to safeguard consumer interests, and

WHEREAS, the development of a coherent and comprehensive program of consumer education and protection will enhance the effectiveness of various City programs now underway or contemplated, and

WHEREAS, there is at present no coordination of the planning, development, and operation of programs for consumer protection and education,

NOW, THEREFORE, by virtue of the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. There is established the Council on Consumer Affairs which shall consist of the chief officer of each of the following departments and agencies of the City of New York: Community Development Agency, Council Against Poverty, Health Services Administration, Law Department, Department of Licenses, Department of Markets and the Department of Welfare. The Mayor shall appoint the Chairman and the Secretary of the Council of Consumer Affairs and the Council shall meet at the call of the Chairman.

§2. The President of the Board of Education and the Chairman of the Housing Authority shall also be invited to be members.

§3. The Secretary to the Council on Consumer Affairs shall serve as the staff to the Council. Subject to applicable provisions of law, the Council may retain consultants.



EXECUTIVE ORDER NO. 42

§4. The Council shall have the following functions, powers and duties:

 (a) To develop an overall plan for governmental programs for consumer education and protection.

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- (b) To facilitate the exchange of information between agencies and groups working in this area.
- (c) To review and evaluate the effectiveness of existing programs of consumer protection and education subject to the jurisdiction of the Mayor in New York City.
- (d) To make recommendations for the improved coordination of existing programs, and for the establishment of new programs.
- (e) To develop an inventory of city, state, federal and private resources available for consumer protection and education programs.
- (f) To consult with state and federal officials, commercial interests and other institutions and persons with respect to consumer protection and education programs.
- (g) To determine legislative priorities and to develop city, state and federal legislative programs relating to consumer protection and education in the city.
- (h) To convene conferences and to hold public hearings to discuss existing programs and to develop new programs.

§ 5. The Council may require such reports, analyses and statements from the agencies of the City as it may deem to be necessary for the proper performance of its duties hereunder.

John V. Lindsay Mayor



EXECUTIVE ORDER NO. 42

June 16, 1967

Continuation of increased-take-home-pay plan during 1967-1968 fiscal year, for City-paid officers and employees who are members of City-supported retirement systems.

WHEREAS, since the City fiscal year 1960-1961, the City has ovided, for successive periods of one fiscal year pursuant to statutes acted by the State Legislature at the request of the City, an increasedke-home-pay plan applicable to City-paid officers and employees who are imbers of City-Supported retirement systems; and

WHEREAS, under such plan the City makes possible a decrease in insion contributions of such personnel without diminution or loss of insion rights, with the result that the take-home-pay of such personnel increased; and

WHEREAS, by reason of the economic benefits conferred by such an of such personnel, their morale, efficiency and productiveness are proved, with resulting substantial benefits to the functioning of the ty government and the welfare of the people of the City; and

WHEREAS, the City, at the 1967 Session of the Legislature ponsored the enactment of Laws 1967, Ch. 379, which authorizes the Mayor, executive order, to continue such increased-take-home-pay plan during the City's 1967-1968 fiscal year; and

WHEREAS, I have determined that it is in the best interests of ne City and the above-mentioned officers and employees that such plan hall be continued during the 1967-1968 fiscal year;

NOW, THEREFORE, by the power vested in me as Mayor of the City of f New York, it is hereby ordered as follows:

> OTHER-THAN-AUTHORITY MEMBERS OF THE NEW YORK CITY EMPLOYEES' RETIREMENT SYSTEM.

Section 1. For the purposes of this executive order, the provisions f subdivision j of section B3-36.1 of the Administrative Code shall apply, ubject to the terms and conditions specified in this executive order, in the mame manner, to the same extent and with the same force and effect as if:

(a) wherever the word "sixty-two" appears in such subdivision j, the word "sixty-seven" were substituted therefor;

(b) wherever the word "sixty-three" appears in such subdivision
1, the word "sixty-eight" were substituted therefor;

(c) wherever "board of estimate" is referred to in such subdivision j, the word "mayor" were substituted therefor; and

(d) wherever such subdivision refers to adoption of a resolution by the board of estimate, such subdivision instead referred to adoption of an executive order by the mayor.



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Executive Order No. 42

§ 2. Effective during the period of time from and including and the payroll period the first day of which is nearest to July 1, 1967 (which first day is hereinafter referred to as the commencement date of the 1967-1968 increased-take-home-pay period) and to and including the payroll period immediately preceding that, the first day of which is nearest to June 30, 1968 (which total period of time is hereinafter referred to as the "1967-1968 increased take-home-pay period"), the governing provisions of subdivision 14 of such subdivision j, as hereby absimade applicable, and the provisions of subdivision g, h and i of such section B3-36.1 shall be applicable to and for the benefit of all othernod than-authority members of the New York City Employees' Retirement System, except as otherwise provided in Section 5 of this executive order.

§ 3. Except as otherwise provided in Section 4 and subdivision If of Section five of this order, The Mayor hereby designates five percent as the reduced-rate-of-contribution factor to be used in computing the reduction of contributions of members entitled to benefits under the provisions of section 2 of this executive order.

§ 4. The reduced-rate-of-contribution factor shall be two and one-half per cent in the case of all members of the Uniformed Correction Force, as defined by Laws 1964, Chapter 954, who elected the optional plan of retirement provided for by such Chapter pursuant to its terms and who were members of the New York City Employees' Retirement System under such plan immediately prior to the commencement date of the 1967-1968 increased-take-home-pay period.

§ 5. (a) Except as otherwise provided in subdivision e of this section 5, the Mayor hereby designates for conditional exclusion from the benefits provided by sections 2 and 3 of this executive order:

(1) Any other-than-authority members of the New York City Employees' Retirement System who are employed in positions or employments:

(a) which are subject to prevailing rate determinations made within the purview of Section 220 of the Labor Law; or

(b) to which wage accord determinations made by the Comptroller ags apply; or

(c) to which wage agreements approved by the Board of Estimate or by the Mayor apply;

and who received or were entitled to receive increased-take-home-pay benefits, pursuant to Administrative Code, section B3-36.1, on the last day of the 1966-1967 increased-take-home-pay period (as defined in Executive Order No. , issued on June 17, 1966), on the basis of a reduced-rate-of-contribution factor of two and one-half percent; and

(2) All members of the Uniformed Correction Force, as defined in Laws 1964, Chapter 954, who on or after the commencement date of the 1967-1968 increased-take-home-pay period, have the previlege, under such Chapter, of electing the optional plan of retirement provided for by such Chapter.



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Executive Order No. 42

(b) The exclusions from applicability set forth in subparagrphs (a) and (b) of paragrph (1) of subdivision a of this section 5 shall remain in effect with respect to each member so excluded, unless a prevailing rate determination or wage accord determination made or entered into after the and date of this Executive Order specifically grants to such member the benefits provided by sections 2 and 3 of this Order, for all or a part of the 1967-1968 increased-take-home-pay period by reducing his contributions by a reducedrate-of-contribution factor of 5%. In the event that such a prevailing rate determination or wage accord determination shall be made or entered into as to any such members, the Mayor shall, pursuant to Administrative Code § E-EBB3-36.1, certify by executive order that the conditions precedent to applicability as to such members have been satisfied, and such benefits Is shall be applicable to such members at the rate of 5%, effective as of the date specified in such order, or if no such date is therein specified, then as of and beginning with the first day of the 1967-1968 increased-take-homepay period and extending to and including the last day thereof.

(c) The exclusion from applicability set forth in subparagraph (c) of paragraph (1) of subdivision a of this section 5 shall remain in effect with respect to each member so excluded, unless a wage agreement entered into after the date of this Executive Order specifically grants to such member, for all or a portion of the 1967-1968 increased-take-home-pay period, the benefits provided by sections 2 and 3 of this Order, by reducing his contributions by a reduced-rate-of-contribution-factor of 5%. In the event that such wage agreement specifically grants such benefits to any such members for all or a portion of such period of time, the Mayor shall, pursuant to Administrative Code, §B3-36.1 certify by executive order that the conditions precedent to applicability with respect to the benefits so granted have been satisfied as to such members included within such agreement, and such benefits shall be applicable to such members at the rate of 5%, effective as of the date and for the term specified in such order, or if no such date and term are therein specified, then as of any beginning with the first day of the 1967-1968 increased-take-home-pay period and extending to and including the last day thereof.

(d) The exclusion from applicability set forth in paragrph (2)

of subdivision a of this section 5 shall remain in effect except with respect to any member of the Uniformed Correction Force, as defined by Laws 1964, Ch. 954, who does not elect, within the time limited therefor by such Chapter 954, an optional plan of retirement pursuant to such Chapter. In the case of each such member who does not make such election, the Mayor shall, pursuant to Administrative Code, section B3-36.1, certify by executive order that the conditions precendent to applicability as to such member have been satisfied, and the benefits of sections 2 and 3 of this Order shall be applicable to such member, with a reduced-rate-ofcontribution factor of five per cent. Such benefits shall be effective from the date of commencement of membership in the New York City Employees' Retirement System, or from the date of the commencement of service in the Uniformed Correction Force, whichever is later, provided, however, that such benefits shall not be effective from any date earlier than the commencement date of the 1967-1968 increased-take-home-pay period.



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Executive Order No. 42

(e) Notwithstanding the foregoing provisions of this ection 5, the benefits provided by section 2 of this order shall oply, with a reduced-rate-of contribution factor of 2½%, to each ember conditionally excluded, under the provisions of subdivision of this Section 5, from benefits computed on the basis of a educed-rate-of-contribution factor of 5%; unless the conditions of uch exclusion are satisfied, as specified in the applicable provisions f subdivisions b, c and d of this Section 5, so as to entitle such ember to the benefits provided by such section 2, with a reduced-ratef-contribution factor of 5%.

(f) Notwithstanding the provisions of section 3 of this rder, the Mayor, pursuant to Laws 1967, Ch. 379, hereby designates wo and one-half per cent as the reduced-rate-of-contribution factor o be used in computing the reduction of contributions, pursuant to ection 2 of this Executive Order, of members of the Uniformed Force if the Department of Sanitation, as defined in Subdivision a of dministrative Code, section B3-36.2.

MEMBERS OF THE FIRE DEPARTMENT PENSION FUND, ARTICLE 1

§ 6. Pursuant to the provisions of Administrative Mode, section B19-4.2, subdivision d, as added by L. 1967. c. 379 begining with the payroll period, the first day of which is nearest to Fuly 1, 1967 and ending with the payroll period immediately prior to that the first day of which is nearest to June 30, 1968, the leduction from the pay, salary or compensation of each member of the "ire Department Pension Fund, Article 1, made pursuant to the provisions of Article 1 of Title B of Chapter 19 of the Administrative Code, shall be reduced by 2½ per centum of such pay, salary or of compensation.

MEMBERS OF THE FIRE DEPARTMENT PENSION FUND, ARTICLE 1-B

§ 7. Pursuant to the provisions of Administrative Code, section B19-7.651, subdivision a, paragraph 5, as added by L. 1967, c. 379 beginning with the payroll period, the first day of which is nearest to July 1, 1967 and ending with the payroll period immediately prior to that the first day of which is nearest to June 30, 1968, the contribution of each member of the Fire Department Pension Fund, Article 1-B made pursuant to section B19-7.65 of the Administrative Code, shall be reduced by 2¹/₂ per centum of the compensation of such member.

MEMBERS OF THE POLICE PENSION FUND, ARTICLE 1

§ 8. Pursuant to the provisions of Administrative Code, section B18-3.2, subdivision d, as added by L. 1967, c. 379, beginning with the payroll period, the first day of which is nearest to July 1, 1967 and ending with the payroll period immediately prior to that, the first day of which is nearest to June 30, 1968, the deductions from the pay, salary or compensation of each member of the Police Pension Fund, Article 1, made pursuant to the provisions of Article 1 of Title B of Chapter 18 of the Administrative Code, shall be reduced by 2½ per centum of such pay, salary or compensation.



Executive Order No. 42

MEMBERS OF THE POLICE PENSION FUND, ARTICLE 2

§ 9. (a) Pursuant to the provisions of Administrative Code, section B18-22.1, subdivision a, paragraph 5, as added by L. 1967, c. 379, beginning with the payroll period the first day of which is nearest to July 1, 1967 and ending with the payroll period immediately prior to that, the first day of which is nearest to June 30, 1968, the contribution of each member of the Police Pension Fund, Article 2, made pursuant to subdivision b or e of section B18-22.0 of the Administrative Code, exclusive of any increase thereof pursuant to subdivisions c and d of such section B18-22.0 or any reduction thereof pursuant to subdivision one of section 138-b of the Retirement and Social Security Law, shall be reduced by 2 1/2 per centum of the compensation of such member.

(b) Such reduction shall be subject to waiver and withdrawal of waiver in the manner and in accordance with the terms and conditions specified in section B18-22.1 of the Administrative Code.

MEMBERS OF THE NEW YORK CITY TEACHERS' RETIREMENT SYSTEM

§ 10. Pursuant to the provisions of Administrative Code, section B20-41.1, subdivision i, as amended by Laws 1967, Ch. 379, beginning with the payroll period, the first day of which is nearest to July 1, 1967, and ending with the payroll period immediately prior to that the first day of which is nearest to June 30, 1968, the provisions of paragraph four of such subdivision i and the provisions of subdivisions e and f of such Section B20-41.1, shall be applicable to and for the benefit of all contributors to the New York City Teachers' Retirement System.

MEMBERS OF THE APPELLATE DIVISION, FIRST DEPARTMENT AND FIRST JUDICIAL DISTRICT RETIREMENT FUND

§ 11. Pursuant to the provisions of subdivision 11 of Section 108 of the Judiciary Law, as added by L. 1967, c. 379, the deduction from the salary or compensation of any employee or officer made pursuant to Section 108 of the Judiciary Law, need not be made and no contribution in lieu thereof need be made during the one-year period commencing with July 1, 1967.

MEMBERS OF THE RELIEF AND PENSION FUND OF THE DEPARTMENT OF STREET CLEANING

12. Pursuant to the provisions of Section G51-3.4 of the Administrative Code, as amended by L. 1967, c. 379, the deduction from the pay, salary or compensation of any member of the Relief and Pension Fund of the Department of Street Cleaning, made pursuant to the provisions of Section G51-3.0, par. 2 of the Administrative Code, shall be reduced to zero per centrum during the one-year period commencing with July 1, 1967.



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Executive Order No. 42

MEMBERS OF THE HEALTH DEPARTMENT PENSION FUND

§ 13. Pursuant to the provisions of Administrative Code, G51-53.4, as amended by L. 1967, c. 379, the deduction from the pay, salary or compensation of each member of the Health Department Pension Fund made pursuant to Section G51-53.0 of the Administrative Code need not be made and no contribution in lieu thereof need be made by any such member during the one-year period commencing with July 1, 1967.

NO IMPLICATION OF FURTHER CONTINUATION OF BENEFITS

§ 14. The provisions of this executive order shall not imply any obligation, commitment or promise that benefits herein granted or provided for shall be continued beyond the termination dated thereof, as herein prescribed.

EFFECTIVE DATE

§ 15. This order shall take effect on June 16, 1967.

JOHN V. LINDSAY MAYOR

ROBERT W. Deputy Mayor





EXECUTIVE ORDER No. 43

June 16, 1967

Continuation of increased take-home-pay plan during 1967-1968 State fiscal year, for officers and employees of the Triborough Bridge and Tunnel Authority, The New York Public Library, The Brooklyn Public Library and The Queens Borough Public Library, who are members of the New York State Employees' Retirement System.

WHEREAS, since 1960, the Triborough Bridge and Tunnel Authority I since 1961, the above mentioned libraries, with the approval of the ty, have provided, for successive periods of one State fiscal year (expt for a shorter period in the 1960-1961 year) pursuant to statutes ented by the State Legislature, an increased take-home-pay-plan applicable officers and employees of such Authority and Libraries who are members the New York State Employees' Retirement System; and

WHEREAS, such plan makes possible a decrease in the pension conibutions of such officers and employees without diminution or loss of insion rights, with the result that the take-home-pay of such officers d employees is increased; and

WHEREAS, by reason of the economic benefits conferred by such an on such personnel, their morale, efficiency and productiveness are proved, with resulting substantial benefits to the functioning of the thority and such Libraries, and enhancement of the welfare of the people the City; and

WHEREAS, by Laws 1967, Ch. 159, the State Legislature has authobeized a continuation of such increased-take-home-pay plan during the 1967-868 fiscal year of the State; and

WHEREAS, the Triborough Bridge and Tunnel Authority and such

braries, by the resolutions hereto annexed, have elected to continue the increased-take-home-pay plan during the 1967-1968 fiscal year of the state; and

WHEREAS, I have determined that it is in the best interests of The City, the Authority, the Libraries and the officers and employees of The Authority and such Libraries that such plan shall be so continued;

NOW, THEREFORE, by the power vested in me as Mayor of the City New York, it is hereby ordered as follows:



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Executive Order No. 43

Section 1. The annexed resolution of the Triborough idge and Tunnel Authority electing as a participating employer, provide increased take-home-pay benefits to officers and employees such Authority who are members of the New York State Employees' tirement System, beginning with the payrool period commencing March 23, 1967, and the annexed resolutions of the New York blic Library, the Brooklyn Public Library and the Queens Borough blic Library whereby such libraries elect as participating ployers, to provide increased-take-home-pay benefits to ficers and employees of such Libraries who are members of the w York State Employees' Retirement System, beginning with the yroll periods specified in such resolutions, are hereby approved.

§ 2. The City of New York shall provide the funds support of such benefits for those officers and employees who se paid from funds provided by the City of New York.

> JOHN V. LINDSAY MAYOR

ROBERT WW SWEET Deputy Mayor

by



RESOLVED, That pursuant to provisions of subCivision c, and within the conditions set forth in subdivision a of Section 70-a of the Retirement and Social Security Law as amended by Chapter 159 of the Laws of 1967, Triborough Bridge and Tunnel Authority hereby elects as a participating employer in the New York State Employees' Retirement System to continue to make contributions to the pension accumulation fund for the purpose of providing death benefits and pensions-providing-forincreased-take-home-pay on the basis of a reduction, pursuant to such section, of the contributions of each member by five per centum (5%) of his compensation; and be it further

RESOLVED, That such reduction in each member's rate of contribution shall take effect beginning with the payroll period beginning March 23, 1967, it being the intent of this resolution that the reductions in the contribution of such members hereby provided pursuant to Chapter 159 of the Laws of 1967, shall a back without interruption, the reductions provided for such members, pursuant to Chapter 114 of the Laws of 1966, by the resolution of the Authority, approved by Executive Order No. 20 of the Mayor of The City of New York dated June 17, 1966.

I hereby certify that the foregoing is a true and exact copy of a Resolution adopted by Triborough Bridge and Tunnel Authority at its meeting held on May 17, 1967.

Secretary



June 15, 1967

Mr. Sernard Friedlander Office of the Corporation Counsel Room 1648, Municipal Building New York, New York

Dear Mr. Friedlander:

This is to certify that the Trustees of The New York Public Library, et a meeting on June 14, 1967 adopted the following resolution:

SE IT RESOLVED, That pursuant to the provisions of Section 70-a of the Retirement and Social Security Law, as amended by L. 1967. Ch. 159, The Board of Trustees of The New York Public Library does hereby elect as a participating employer with respect to the New York State Employees' Retirement System to make contributions to the pension accumulation fund pursuant to such Section 70-a. as so amended, for the purpose of providing death banefits and pensions-providing-for-increased-take-home-pay, on the basis of a reduction, purpuant to such section, of the contributions of each member by five per contum of his compensation; and be it further

RESOLVED, That such reductions, pursuant to such Section 70-a, as so amended, in the contributions of members of such Retirement System in the employ of The New York Public Library, shall be made beginning with the payroli period commencing on April 1, 1967 In the case of such members who are on monthly payrolls, and shall be made beginning with the payroll period commancing on April 10. 1967 In the case of such members who are on bi-weekly payrolis, It being the intent of this resolution (a) that the reductions in the contributions of such members hereby provided, pursuant to L. 1967, ch. 199, shall succeed without Interruption, the reductions provided for such members, pursuant to L. 1965, ch. 114, by the resolution of this Board of Trustees approved by Executive Order No. 20 Issued by the Mayor on June 17, 1966; and (b) to recognize for the purpose of providing such reductions without interruption, that where any such member was shifted from a monthly payroll basis to a bi-weekly payroll basis during the period of effectiveness of such resolution approved by Executive Order No. 20, such reductions under such resolution terminated with respect to such member as of April 9, 1967.

Very truly yours,

Edward G. Freehafer Secretary pro tempore

EGF/pt

cc: Mr. John J. Lanigan, Bureau of the Budget Mrs. A. M. Lyons

BROOKLYN PUBLIC LIBRARY GRAND ARMY PLAZA BROOKLYN, N. Y. 11238

The Honorable John V. Lindsay, Mayor City of New York City Hall New York, New York 10007

Dear Mayor Lindsay:

Following is the resolution approved by the Beaud by Trustees of the Brooklyn Public Library at a regular meeting on May N, 1967.

BE IT RESOLVED.

That pursuant to the provisions of Section 70-a of the Retirement and Social Decency Law, as amended by L. 1967, Ch. 159, The Board of Trusteen of the Brooklyn Public Library does hereby elect as a proticipating employer with respect to the New York State aployee. Retirement System to make contributions to the pension accumulation fund pursuant to such Section 70-a, as to amended, for the purpose of providing death benefits and pension approveding for-increased-take-home-pay, on the based of each member by five per centum of his compensation; and pe it further

Section A so smended, in the contributions of members of such Retirement System in the employ of the Brooklyn Public Library, shall be made beginning with the pay roll period commencing on April 1, 1967; it being the intent of this resolution that the reductions in the contributions of such members provided, pursuant to L. 1967, Ch. 159, shall succeed without interruption, the reductions provided for such members. pursuant to L. 1966, Ch. 114, by the resolution of this Board of Trustees approved by Executive Order No. 20 issued by the Mayor on June 17, 1966.

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Henry Q. Middendorf President

PUBL. LIBRARY

Lonorable John V. 11

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May 25, 1967

Honorable John V. Lindsay Mayor of the City of New York

> At a regular meeting of the Board of Trustees of the Queens Borough Fublic Library, held at Jamaica, New York, on Thursday, May 25, 1967 the following action was taken:

EXTRACT FROM MINUTES)

BE IN IN OUTED, That gersuant to the provisions of Section 70-a of the Retircus and Social Security Law, as amended by L. 1967, c. 159, the Board of Mrt. Let of the Queens Borough Public Library does hereby elect as a partie, using employer with respect to the New York State Employees' Retirement (otem to make contributions to the pension accumulation fund pursuant to much Section 70-a, as so amended, for the purpose of providing death beneficies and pensions providing for increased take-home pay, on the basis of a reduction, pursuant to such section, of the contributions of each members by five per centum of his compensation; and be it further

RESCIED, That such reductions, pursuant to such Section 70-a, as so amended, in the contributions of members of such Retirement System in the employ of the Queens Borough Public Library, shall be made beginning with the payrold period contending on April 1, 1967; it being the intent of this resolution that the reductions in the contributions of such members hereby provided, pursuant to L. 1967, c 159, shall succeed without interruption, the reductions provided for such members, pursuant to L. 1966, ch. 114, by the resolution of this Board of Trustees approved by Executive Order #20 issued by the Mayor on June 17, 1966.

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EC .C DY:



EXECUTIVE ORDER NO. 44

June 16, 1967

Continuation of increased-takehome-pay plan during 1967-1968 fiscal year, for officers and employees of the New York City Transit Authority

WHEREAS, since the City fiscal year 1960-1961, the New York City Transit Authority, with the approval of the City has provided, for successive periods of one fiscal year pursuant to statutes enacted by the State Legislature at the request of the City, an increased-take-home-pay plan applicable to officers and employees of the New York City Transit Authority who are members of the New York City Employees' Retirement System; and

WHEREAS, such plan makes possible a decrease in the pension contributions of Authority personnel without diminution or loss of pension rights, with the result that the take-home-pay of Authority personnel is increased; and

WHEREAS, by reason of the economic benefits conferred by such plan on Authority personnel, their morale, efficiency and productiveness are improved, with resulting substantial benefits to the functioning of the Authority and the City government and enhancement of the welfare of the people of the City; and

WHEREAS, the City, at the 1967 Session of the State Legislature, sponsored the enactment of Laws 1967, Ch. 379, which authorizes the New York City Transit Authority, with the approval of the Mayor, to continue such increased-take-home-pay plan during the City's 1967-1968 fiscal year; and

WHEREAS, the New York City Transit Authority, by resolution adopted on June 13, 1967, has elected, subject to the approval of the Mayor, to continue such increased-take-home-pay plan during the City's 1967-1968 fiscal year; and

WHEREAS, I have determined that it is in the best interests of the City, the Authority and the officers and employees of the Authority that such plan shall be so continued;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:



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Executive Order No. 44

Section 1. Pursuant to Section B3-36.1 of the Administrative Code, Jac last amended by Laws 1967, Ch. 379, the annexed resolution of the York City Transit Authority, adopted by such Authority on June 13, 1967, hereby approved.

§ 2. This order shall take effect June 16, 1967.

JOHN V. LINDSAY Mayor by

> ROBERT W. SWEET Deputy Mayor



WHEREAS, Chapter 379 of the Laws of 1967 amended the Administrative Code in relation to the New York City Employees' Retirement System so as to authorize the New York City Transit Authority to provide a pensions-providing-for-increasedtake-home-pay plan, during the fiscal year 1967-1968, for its officers and employees who are members of said retirement system; and

WHEREAS, the Authority has determined to extend benefits analogous to those authorized during the fiscal year 1962-1963 by L. of 1962, c. 787 to certain of its officers and employees;

RESOLVED, by the New York City Transit Authority as follows:

- For the purposes of this resolution, the provisions of subdivision j of §B3-36.1 of the Administrative Code shall apply, subject to the terms and conditions specified in this resolution, in the same manner, to the same extent and with the same force and effect as uit
 - (a) Wherever the word "sixty-two" appears in such subdivision j, the word "sixty-seven" were substituted therefor;
 - (b) wherever the word "sixty-three" appears in such subdivision j, the word "sixty-eight" were substituted therefor;
 - (c) wherever "board of estimate" is referred to in such subdivision j, the word "mayor" were substituted therefor; and
 - (d) wherever such subdivision refers to adoption of a resolution by the board of estimate, such subdivision instead referred to adoption of an order by the Mayor.
- 2. Effective during the period of time from and including the payroll period the first day of which is nearest to July 1,

1967 and to and including the payroll period immediately preceding that, the first day of which is nearest to June 30, 1968 (which total period of time is hereinafter referred to as the "1967-1968 increased-take-home-pay period"), and governing provisions of subdivision 14 of such subdivision j, as hereby made applicable, and the provisions of subdivisions g, h and 1 of such §B3-36. 1 shall be applicable to and for the benefit of all officers and employees of the Transit Authority who are members of the New York City Employees' Retirement System, except as otherwise provided in paragraph 4 of this resolution.

- 3. The Authority hereby designates five percent as the reduced rate-of-contribution factor to be used in computing the reduction of contributions of members entitled to benefits under the provisions of paragraph 2 of this resolution; provided, however, that in the case of each member of the Uniformed Transit Police Force who has elected an optional retirement plan pursuant to §B3-36.3 of the Administrative Code, such reduced-rate-of contribution factor shall be two and one-half percent.
- 4.(A) Except as otherwise provided in subparagraph (C) of this paragraph 4, the Authority hereby designates for conditional exclusion from the benefits provided by paragraphs 2 and 3 of this resolution, all members:
 - who are subject to prevailing rate determinations made within the purview of §220 of the Labor Law, or
 - (2; to whom wage accord determinations made by the City Comptroller apply;

and who received or were entitled to receive increasedtakd-home-pay benefits, pursuant to Administrative Code, §B3-36.1, on the last day of the 1966-1967 increased-take-home-pay period (as defined in the resolution of this Authority dated June 15, 1966), on the basis of a reduced-rate-of-contribution factor of two and one-half percent.

(B) The exclusions from applicability set forth in subparagraph (A) of this paragraph 4 shall remain in effect with respect to each member so excluded, unless a prevailing rate determination or wage accord determination made or

entered into after the date of this resolution specifically grants to such member the benefits provided by paragraphs 2 and 3 of this resolution, for all or a part of the 1967-1968 increased-take-home-pay period, by reducing his contributions by a reduced-rate-of-contribution factor of five percent. In the event that such a prevailing rate determination or wage accard determination is made or entered into as to any such members, the Authority shall, pursuant to Administrative Code, §B3-36.1, certify by resolution approved by the Mayor that the conditions precedent to applicability as to such members have been satisfied, and such benefits should be applicable to such members at the rate of five percent, effective as of the date specified in such resolution, or if no such date is therein specified, then as of and beginning with the first day of the 1967-1968 increased-take-home-pay period and extending to and including the last day thereof.

- (C) Notwithstanding the foregoing provisions of this paragraph 4, the benefits provided by paragraph 2 of this resolution shall apply, with a reduced-rate-of-contribution factor of two and one-half percent, to each member conditionally excluded, under provisions of subparagraph (A) of this paragraph 4, from benefits computed on the basis of a reduced-rate-of-contribution factor of five percent; unless the conditions of such exclusion are satisfied, as specified in the applicable provisions of subparagraph (B) of this paragraph 4, so as to entitle such member to benefits provided by paragraph 2, with a reduced-rate-of-contribution factor of five percent.
- 5. The provisions of this resolution shall not imply any obligation, commitment or promise that benefits herein granted or provided for shall be continued beyond the termination date thereof, as herein prescribed.
- 6. This resolution shall not take effect unless approved by the Mayor.

NEW YORK CITY TRANSIT AUTHORITY

By

L LLOVD PETERSON, Secretary OF NEW YORK CITY TRANSIT AUTHORITY De Hereby Certify, that have compared the attached with the original adopted by the New York City Transit Authority, on June 13 . 1967, and on file in the office of said Authority, and that it is a correct transcript thereof and of the whole of the original.

In Testimony Whereof, I have hereunto subscribed my hand and affixed the seal of the New York City Transit Authority, this 13th day of June , 19 67 .

NEW No. 58-67-0027



EXECUTIVE ORDER NO. 45

JUNE 16, 1967

Continuation of increased-takehome-pay plan during 1967-1968 fiscal year, for members, officers and employees of the New York City Housing Authority

WHEREAS, since the City fiscal year 1960-1961, the New York I ty Housing Authority, with the approval of the City, has provided, for associccessive periods of one fiscal year pursuant to statutes enacted by se one State Legislature at the request of the City, an increased take-home-Ig ay plan applicable to members, officers and employees of the New York ity Housing Authority who are members of the New York City Employees' etirement System; and

WHEREAS, such plan makes possible a decrease in the pension ontributions of Authority personnel without diminution or loss of oterension rights, with the result that the take-home-pay of Authority momentsonnel is increased; and

WHEREAS, by reason of the economic benefits conferred by g douch plan on Authority personnel, their morale, efficiency and prouctiveness are improved, with resulting substantial benefits to the unctioning of the Authority and the City government and enhancement f the welfare of the people of the City; and

WHEREAS, the City, at the 1967 session of the State Legislature, ponsored the enactment of Laws 1967, Ch. 379, which authorizes the New ork City Housing Authority, with the approval of the Mayor, to continue donuch increased-take-home-pay plan during the City's 1967-1968 fiscal year; 6 nd

WHEREAS, the New York City Housing Authority, by resolution dopted on June 17, 1967, has elected, subject to the approval of the layor, to continue such increased-take-home-pay plan during the City's -19967-1968 fiscal year; and

WHEREAS, I have determined that it is in the best interests of the City, the Authority and the members, officers and employees of The Authority that such plan shall be so continued;

NOW, THEREFORE, by the power vested in me as Mayor of the Dity of New York, it is hereby ordered as follows:



Executive Order No. 45

Section 1. Pursuant to Section B3-36.1 of the Administrative Code, as last amended by Laws 1967, Ch. 379, the annexed resolution of the New York City Housing Authority, adopted by such Authority on June 17, 1967, is hereby approved.

§2. This order shall take effect June 16, 1967.

JOHN V. LINDSAY M A Y O R

by

ROBERT W. SWEET Deputy Mayor



RESOLUTION AUTHORIZING FOR THE 1967-1968 FISCAL YEAR INCREASED-TAKE-HOME PAY BENEFITS FOR MEMBERS, OFFICERS AND EMPLOYEES OF THE AUTHORITY BY REDUCING THEIR CONTRIBUTION TO THE NEW YORK CITY EMPLOYEES' RETIREMENT SYSTEM

IT IS HEREBY RESOLVED BY THE MEMBERS OF THE NEW YORK CITY HOUSING AUTHORITY, AS FOLLOWS:

Section 1. (a) This resolution is adopted pursuant to the provisions of Administrative Code Section B3-36.1, as amended by Chapter 379 of the Laws of 1967.

(b) For the purposes of this resclution, the provisions of subdivision j of Section B3-36.1 of the Administrative Code shall apply, subject to the terms and conditions specified in this resolution, in the same manner, to the same extent and with the same force and effect as if:

- (1) wherever the word "sixty-two" appears in such subdivision j, the word "sixty-seven" were substituted therefor;
- (2) wherever the word "sixty-three"
 appears in such subdivision j,
 the word "sixty-eight" were
 substituted therefor;
- (3) wherever "board of estimate" is referred to in such subdivision j, the word "mayor" were substituted therefor;
- (4) wherever such subdivision refers to adoption of a resolution by the board of estimate, such subdivision instead referred to adoption of an executive order by the mayor.



Section 2. From and including the payroll period the first day of which is nearest to July 1, 1967 (which first day is hereinafter referred to as the "commencement date of the 1967-1968 increased-take-home-pay period") to and including the payroll period immediately prior to the payroll period the first day of which is nearest to June 30, 1968, the benefits provided by the governing provisions of paragraph 14 of subdivision j, and the provisions of subdivisions g, h and i of Administrative Code Section B3-36.1, as amended, shall, except as hereinafter provided, be applicable to and for the benefit of all Members, officers and employees of the Authority who are members of the New York City Employees' Retirement System, the reduced-rate-of-contribution factor to be five per centum.

Section 3. The reduced-rate-of-contribution factor is two and one-half per centum with respect to those members of the Housing Police Service who elected an optional plan of retirement under the provisions of Chapter 971 of the Laws of 1964, and who were members of the New York City Employees' Retirement System under such plan immediately prior to the commencement date of the 1967-1968 increased-take-home-pay period.

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Section 4. (a) Except as otherwise provided in subdivision (c) of this Section 4, the Authority hereby designates for conditional exclusion from the benefits provided by Section 2 of this resolution members of the Housing Police Service who on or after the commencement date of the 1967-1968 increased-take-home pay period have the privilege of electing an optional plan of retirement provided for under Chapter 971 of the Laws of 1964.

(b) The exclusion from applicability set forth in subdivision (a) above of this Section 4 shall remain in effect except with respect to any member of the Housing Police Service who does not elect within the time limited therefor by Chapter 971 of the Laws of 1964 an optional plan of retirement pursuant to such Chapter. In the case of each such member who does not make such election the Authority will, pursuant to Administrative Code Section B3-3.1, as amended, certify by resolution, approved by the Mayor, that the conditions precedent to applicability as to such member have been satisfied and the benefits of Section 2 of this resolution shall be applicable to such member with a reduced-rate-of-contribution factor of five per centum. Benefits hereunder shall be payable from the date of commencement of membership in the New York City Employees' Retirement System, or from the date of commoncement of service in the Housing Police Service, whichever is later, provided. nowever, such benefits shall not be effective hereunder from any date earlier than the commencement date of the 1967-1968 increasedtake-home-pay period.

(c) Notwithstanding the foregoing provisions of this Section 4, the benefits provided by Section 2 of this resolution shall apply, with a reduced-rate-of-contribution factor of two and one-half per centum, to each member conditionally excluded under subdivision (a) of this Section 4 from the benefits provided by Section 2 of this resolution.

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Section 5. The provisions of this resolution shall not imply any obligation, commitment or promise that the benefits herein granted shall be continued beyond the termination date thereof, as hereinabove prescribed.

Section 6. The Controller of the Authority is hereby authorized and directed to do and perform all acts necessary to carry out and implement this resolution.

Section 7. This resolution is subject to approval by the Mayor of the City of New York.

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EXECUTIVE ORDER NO. 46

June 16, 1967

Continuation of increased-take-homepay plan during 1967-1968 fiscal year, for members of the Board of Education Retirement System

WHEREAS, since the City fiscal year 1960-1961, the New York City Board of Education, with the approval of the City, has provided, for successive periods of one fiscal year pursuant to statutes enacted by the State Legislature at the request of the City, an increased take-home-pay-plan applicable to members of the Board of Education Retirement System; and

WHEREAS, such plan makes possible a decrease in the pension contributions of such members without diminution or loss of pension rights, with the result that the take-home-pay of such members is increased; and

WHEREAS, by reason of the economic benefits conferred by such plan on such members, their morale, efficiency and productiveness are improved, with resulting substantial benefits to the administration of the affairs of the Board of Education and the City government and enhancement of the welfare of the people of the City; and

WHEREAS, the City, at the 1967 Session of the State Legislature, sponsored the enactment of Laws 1967, Ch. 379, which authorizes the New York City Board of Education, with the approval of the Mayor, to continue such increased-take-home-pay plan during the City's 1967-1968 fiscal year; and

WHEREAS, the New York City Board of Education, by resolution adopted on May 31, 1967, has elected, subject to the approval of the Mayor, to continue such increased-take-home-pay plan during the City's

1967-1968 fiscal year; and

WHEREAS, I have determined that it is in the best interests of the City, the Board of Education and the members of the Board of Education Retirement System that such plan shall be so continued;



Executive Order No. 46

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

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Section 1. Pursuant to Section 2575, subdivision 9 of the Education Law, as added by Laws 1967, Ch. 379, the annexed resolution of the Board of Education, adopted on May 31, 1967, amending the provisions governing the Board of Education Retirement System to the extent necessary to put into effect a pensions-providing-for-increased-takehome-pay plan for the fiscal year 1967-1968 analogous to that authorized by Laws 1962, Ch. 789, is hereby approved.

§ 2. This order shall take effect June 16, 1967.

JOHN V. LINDSAY 0 R

by

ROBERT W. SWEI Deputy Mayor



TO THE BOARD OF EDUCATION:

Mrs. Shapiro and Gentlemen:

May 31, 1967

Re: BOARD OF EDUCATION RETIREMENT SYSTEM

I present the following preambles and resolutions:

WHEREAS, Chapter 379 of the Laws of 1967 authorized the Board of Education to adopt a resolution amending the provisions governing the Board of Education Retirein reased-take-home-pay plan analagous to put into effect a pension-providing-for-1963 by Chapter 789 of the Laws of 1962 which resolution shall not take effect until and unless it is approved by the Mayor of the City of New York; and

WHEREAS, The Board of Education has determined to adopt a resolution pursuant to said Law putting such a plan into effect with respect to the period beginning with the payroll period the first day of which is nearest to July one, nineteen hundred sixty-seven and ending with the payroll period immediately prior to that, the first day of which is nearest June thirtieth, nineteen hundred sixty-eight; now

RESOLVED by the Board of Education as follows:

1. That Section 29 of the Rules and Regulations of the Board of Education Retirement System is hereby amended to read as follows:

Section 29. Pensions-providing-for-increased-take-home-pay.

a. Beginning with the payroll period the first day of which is nearest to July first, nineteen hundred sixty-one, and ending with the payroll period immediately prior to that, the first day of which is nearest to June thirtieth, mineteen hundred sixty-/seven/eight, the contribution of each member, other than any member excluded under the terms of subdivision h or subdivision i of this section, and other than any member with respect to whom it is otherwise provided in subdivisions j,k,l,m, and n of this section, to the annuity savings fund, exclusive of any increase thereof made pursuant to section four-a, the second and ninth unnumbered paragraphs of Subdivisions (one) of section eight, or Subdivision (five) of section ten, and before any reduction thereof pursuant to Subdivision one of section one hundred thirty-eight-b of the retirement and social security law, shall be reduced by an amount equal to five percentum of his compensation. If such rate of contribution exclusive of any increase thereof made pursuant to section four-a, the second and ninth unnumbered paragraphs of Subdivision (one) of section eight, or Subdivision (five) of section ten, and before reduction thereof pursuant to Subdivision one of s. tion one hundred thirty-eight-b of the retirement and social security law, and beiore reduction thereof pursuant to the provisions of this section, is equal to or less than five percentum, such rate shall be discontinued. The methods of computation and the deductions from compensation prescribed by the third, fourth, fifth, sixth, seventh, eighth, tenth and eleventh unnumbered paragraphs of Subdivision (one) of section eight, Subdivision (four) of section eleven, Subdivision (five) of section twelve and Subdivision (five) of section fourteen shall be appropriately modified in the case of a member for whom a rate of contribution is otherwise fixed pursuant to this subdivision.

b. With respect to each member not excluded under the terms of subdivision h or subdivision i of this section, contributions shall be made by the Retirement Board, during the period for which the provisions of this section are applicable to such member, to the contingent reserve fund or the pension fund, as the case may be, at a rate fixed by the actuary which shall be computed to be sufficient to provide a death benefit and a pension-providing-for-increased-take-home-pay, which is or may become payable on account of such member. Such rate of contribution with respect to the pension fund shall be in addition to the rate of contribution provided for in the first and second unnumbered paragraphs of subdivision (five) of section eight of these rules and regulations and the pension-providing-for-increased-take-home-pay shall not be included in the computation of the contribution payable to the pension fund pursuant to the first and second unnumbered paragraphs of subdivision (five) of such section eight. The death benefit and pension-providing-for-increased-take-homepay as provided for in this section shall be based on a reserve-for-increased-takehome-pay.

c. On retirement of such member, pursuant to the provisions of subdivision (two) of section ten, subdivision (five) or (six) of section eleven or sections twelve, fourteen, sixteen or eighten of these rules and regulations, such member shall receive, in addition to the pension to which he may be entitled under any such section, a pension-providing-for-increased-take-home-pay, which is the actuarial equivalent of the reserve-for-increased-take-home-pay to which he may then be entitled Upon the death of any such member under such circumstances that an ordinary death benefit is payable under the provisions of section twenty of these rules and regulations, an amount equal to the reserve-for-increased-take-home-pay, if any, accumulated with respect to such member shall be paid to his estate, or if any beneficiary has been designated by him to receive any payment of an ordinary death benefit pursuant to the provisions of such section twenty, to such beneficiary. Upon the death of any such member under such circumstances that an accidental death benefit is payable under the provisions of section twenty-one of these rules and regulations, the reserve for increased-take-home-pay, if any, accumulated with respect to such member shall be paid in a lump sum to the dependent or dependents as to whom the pension is credited by the retirement board under the provisions of section twenty-one of these rules and regulations. Where more than one dependent is granted such a pension, under the provisions of such section twenty-one, such lump sum payment shall be distributed among such dependents in the same proportions as such pension. On the retirement of any such member or upon his death in the performance of duty, the reserve-for-increased-take-home-pay accumulated in the contingent reserve fund with respect to such member shall be transferred to the pension reserve fund.

d. Where a member's rate of contribution is reduced pursuant to the provisions of this section, such member may by written notice duly acknowledged and filed with the retirement system within one year after such reduction or within one year after he last became a member, whichever is later, elect to waive such reduction. One year or more after the filing thereof, a member may withdraw any such waiver by written notice duly acknowledged and filed with the retirement system. Where a member makes an election to waive such reduction, he shall contribute to the retirement system as otherwise provided in these rules and regulations. Any such member who waives any reduction or discontinuance of his contribution in accordance with the provisions of this succivision shall be entitled to a pension-providing-for-increased-take-homepay and death benefits to the same extent as if such waiver had not been made.

c. Any reduction or discontinuance of a member's contribution, as the case may be, made pursuant to the provisions of this section, shall take precedence over the member's privilege under subdivision one section one hundred thirty-eight-b of the retirement and social security law, to decrease his annuity contribution for the ever purpose of paying his contributions for old-age, survivors and disability insurance to coverage or the tax imposed upon him pursuant to the federal insurance contributions act.

f. For the purposes of Subdivision (four) of section seven, subdivision (four) of section eight, subdivision (three) of section ten and section nineteen of these rules and regulations, the pension-providing-for-increased-take-home-pay provided for in this section, shall be deemed to be included within the term "pension" as used in any such sections, and the reserve-for-increased-take-home-pay shall be deemed to be included within the term "pension reserve" as used in any such sections.

g. (1) For the purpose of section twenty-three of these rules and regulations, the term "pension" and the term "retirement allowance" as used in such section shall be deemed to include the pension-providing-for-increased-take-home-pay, if any,

(2) For the purpose of section sixteen of these rules and regulations, the term "retirement allowance as computed under (1) and (2)" as used in subdivision (two) of such section shall be deemed to include the pension-providing-for-increasedtake-home-pay, if any.

h. The provisions of this section, with respect to the period beginning with the payroll period, the first day of which is nearest to July first, nineteen hundred sixty-one and ending with the payroll period immediately prior to that, the first day of which is nearest to June thirtieth, nineteen hundred sixty-two, shall not apply to:

(1) any member in a position or employment: (a) which is subject to prevailing rate determinations made within the purview of section two hundred twenty of the labor law, or (b) to which wage accord determinations made by the Comptroller apply; or (c) to which wage agreements approved by the Board of Estimate apply; unless a prevailing rate determination, wage accord determination or wage agreement make or entered into after the effective date of this section, and prior to the commercement of the payroll period last above mentioned in this subdivision h specifically grants to such member benefits not in excess of those provided by this section. In the event that such prevailing rate determination, wage accord determination or wage agreement grants benefits to such members, the benefits provided in the determination or the agreement shall be applicable to such members as of and beginning with the payroll period, the first day of which is nearest to July first, mineteen hundred sixty-one or as of any other date specified in such prevailing rate determination, wage accord determination or wage agreement, and ending with the payroll pericd immediately prior to that the first day of which is nearest to June thirtieth, nineteen hundred sixty-two; or

(2) any member who received benefit under subdivision h of section 28 of these rules and regulations but does not receive the benefits of this section in accordance with the terms of sub-items (a), (b) or (c) of item (l) of this subdivision h; provided however, that any such member described in this item (2) shall continue to receive the benefit granted pursuant to subdivision h of section 28 of these rules and regulations during the period, beginning with the payroll period, the first day of which is nearest to July first, nineteen hundred and sixty-one and ending with the payroll period immediately prior to that the first day of which is nearest to June thirtieth, nineteen hundred sixty-two. i. The provisions of this section, with respect to the period beginning with the payroll period, the first day of which is nearest to July first, nineteen undred sixty-two and ending with the payroll period immediately prior to that the first day of which is nearest to June thirtieth, nineteen hundred sixty-three, shall not apply to:

(1) any member in a position or employment (a) which is subject to prevailing rate determinations made within the purview of section two hundred twenty of the labor law; or (b) to which wage accord determinations made by the Comptroller apply; or (c) to which wage agreements approved by the Board of Estimate apply, unless a prevailing rate determination, wage accord determination or wage agreements made or entered into after the effective date of this paragraph "i" specifically grants to such member benefits not in excess of those provided by this section.

In the event that prevailing rate determinations or wage accord determination granting such benefits is made or entered into, a confirmatory resolution shall be adopted by the Board of Education and the Board of Estimate certifying that the conditions prerequisite to applicability have been satisfied as to the members to monwhom such determination applies and the benefits provided in such determination shall be applicable to such members beginning with the date specified in such determination, or if no such date is therein specified, as of and beginning with the payroll period, the first day of which is nearest to July first, nineteen hundred sixty-two, and ending with the payroll period immediately prior to that, the first day of which is nearest to June thirtieth, nineteen hundred sixty-three. In the merevent tha such a wage agreement granting such benefits is entered into, it shall be certified by resolution of the Board of Education and of the Board of Estimate, that and the conditions prerequisite to applicability have been satisfied as to the members included within such agreement, and the benefits provided in such agreement shall be applicable to such members beginning with the date specified in such agreement, or if no such date is therein specified, beginning with the payroll period, the first a walday of which is nearest to July first, nineteen hundred sixty-two and ending with and the payroll period immediately prior to that, the first day of which is nearest to June thirieth, nineteen hundred sixty-three; or

(2) any member who received benefits under subdivision "h" of section 28 of these rules and regulations but does not receive the benefits of this section by reason of the terms of sub-item (a), (b) or (c) of item (l) of this subdivision "i", provided, however, that any such member described in this item (2)shall continue to receive the benefits granted pursuant to subdivision "h" of Section 28 of these rules and regulations during the period beginning with the payroll period, the first day of which is nearest to July first, nineteen hindred sixty-two and ending with the payroll period immediately prior to that the first day of which is nearest to June thirtieth, nineteen hundred sixty-three.

The exclusions from applicability set forth in item (2) of this subdivision "i" a hereby declared to be absolute, except as otherwise provided in such item (2). c exclusions from applicability set forth in item (1) of this subdivision "i" are declared to be conditional, and shall remain in effect unless the conditions for termination of such exclusion are satisfied as prescribed in such item (1).

J. Any member who received or was entitled to receive benefits under this

section or section 28 of these rules and regulations, consisting of a reduction of his contribution by an amount equal to two and one-half percent of his compensation, during the period beginning with the payroll period, the first day of which is nearest to July first, nineteen hundred sixty-two and ending with the payroll period immediately preceding that, the first day of which is nearest to June thirtieth nineteen hundred sixty-three, shall during the period beginning with the payroll period, the first day of which is nearest to July first, mineteen hundred sixty-three and ending with the payroll period immediately preceding that, the first day of which is hearest to June thirtieth, nineteen hundred sixty-four, receive the benefits provided for by subdivision "a" of this section, except that the contribution of such member shall be reduced by an amount equal to two and one-half percent of his compensation. k. Any member who received or was entitled to receive benefits under this section or section 28 of these rules and regulations, consisting of a reduction of his contribution by an amount equal to two and one-half percent of his compensation, during the period beginning with the payroll period, the first day of which is nearest to July first, nineteen hundred sixty-three and ending with the payroll period immediately preceding that, the first day of which is nearest to June thirtieth, nineteen hundred sixty-four, shall during the period beginning with the payroll period, the first day of which is nearest to July first, nineteen hundred sixty-four and ending with the payroll period immediately preceding that, the first cay of which is nearest to June thirtieth, nineteen hundred sixty-five, receive the tonefits provided for by subdivision "a" of this section, except that the contribtion of such member shall be reduced by an amount equal to two and one-half percent of his compensation.

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1. Any member who received or was entitled to receive benefits under this section or section 28 of these rules and regulations, consisting of a reduction of his contribution by an amount equal to two and one-half percent of his compensation, during the period beginning with the payroll period, the first day of which is rearest to July first, nineteen hundred sixty-four and ending with the payroll period immediately preceding that, the first day of which is nearest to June thirtieth, nineteen hundred sixty-five, shall during the period beginning with the pay. Al period, the first day of which is nearest to July first, nineteen hundred sixty-five and ending with the payroll period immediately preceding that, the first day of which is nearest to June thirtieth, nineteen hundred sixty-six, receive the benefits provided for by subdivision "a" of this section, except that the contribution of such member shall be reduced by an amount equal to two and one-half percent of his compensation.

m. Any member who received or was entitled to receive benefits under this tection or section 28 of these rules and regulations, consisting of a reduction of his contribution by an amount equal to two and one-half percent of his compensation, during the period beginning with the payroll period, the first day of which is nearest to July first, nineteen hundred sixty-five and ending with the payroll period immediately preceding that, the first day of which is nearest to June thirtieth, nineteen hundred sixty-six, shall during the period beginning with the payroll period, the first day of which is nearest to June thirtieth, nineteen hundred sixty-six, shall during the period beginning with the payroll period, the first day of which is nearest to July first, nineteen hundred sixty-six and ending with the payroll period immediately preceding that, the first day of which is nearest to June thirtieth, nineteen hundred sixty-seven, receive the benefits provided for by subdivision "a" of this section, except that the contribution of such member shall be reduced by an amount equal to two and one-half percent of his compensation,

A. Any member who received or was entitled to receive benefits under this ection or section 28 of these rules and regulations, consisting of a reduction of the contribution by an amount equal to two and one-half percent of his compensation, ring the period beginning with the payroll period, the first day of which is hearest to July first, nineteen hundred sixty-six and ending with the payroll rich immediately preceding that, the first day of which is nearest to June wirtheth, nineteen hundred sixty-seven, shall during the period beginning with the

pay il period, the first day of which is nearest to July first, nineteen hundred six 7-seven and ending with the payroll period immediately preceding that, the first day if which is nearest to June thirtieth, nineteen hundred sixty-eight, receive the benefits provided for by subdivision "a" of this section, except that the con finition of such member shall be reduced by an amount equal to two and one-half per efforts compensation.

provisions of this resolution shall not imply any obligation, commitment or promise that the benefits herein granted or provided for shall be continued beyond the termination date thereof, as herein prescribed.

3. This resolution shall take effect upon the date of approval thereof by the Mayor; and be it further

RESOLVED, That, copies of the preamble and resolutions be, and the same are hereby, transmitted to the Mayor for his approval and that copies hereof also be transmitted to the New York City Teachers' Retirement Board.

NOTE: Matter underlined is new; matter in brackets to be deleted.

Respectfully submitted,

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EXECUTIVE ORDER NO. 47

June 16, 1967

Continuation of increased-take-home-pay plan during 1967-1968 fiscal year, for officers and employees of the Triborough Bridge and Tunnel Authority who are members of the New York City Employees' Retirement System.

WHEREAS, since the City fiscal year 1960-1961, the Triborough sphildge and Tunnel Authority, with the approval of the City, has provided, or successive periods of one fiscal year pursuant to statutes enacted sid the State Legislature at the request of the City, an increased-takeg-some-pay-plan applicable to officers and employees of such Authority who Ism re members of the New York City Employees' Retirement System; and

WHEREAS, such plan makes possible a decrease in the pension intributions of such Authority personnel without diminution or loss of or musion rights with the result that the take-home-pay of such Authority normal is increased; and

WHEREAS, by reason of the economic benefits conferred by such o antan on Authority personnel, their morale effeciency and productiveness. me improved, with resulting substantial benefits to the functioning of In ane Authority and the City government and enhancement of the welfare of sq me people of the City; and

WHEREAS, the City, at the 1967 Session of the State Legislaire, sponsored the enactment of Laws 1967 Ch. 379, which authorizes The Triborough Bridge and Tunnel Authority, with the approval of the yor, to continue such increased-take-home-pay plan during the City's - 78967-1968 fiscal year; and

WHEREAS, the Triborough Bridge and Tunnel Authority, by resonoisition adopted on May 17, 1967, has elected, subject to the approval of ane Mayor, to continue such increased-take-home-pay during the City's 1-10967-1968 fiscal year; and

WHEREAS, I have determined that it is in the best interests of Ine City, the Authority and the officers and employees of the Authority a hat such plan shall be so continued;

NOW, THEREFORE, by the power vested in me as Mayor of the ity of New York, it is hereby ordered as follows:



Executive Order No. 47

\$ 1. Pursuant to Section B3-36.1 of the Administrative Code, Testast amended by Laws 1967 Ch. 379, the annexed resolution of the Opporough Bridge and Tunnel Authority adopted by such Authority on 17, 1967, is hereby approved.

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§ 2. This order shall take effect June 16, 1967.

JOHN V. LINDSAY MAYO, R by

ROBERT W. SWEET Deputy Mayor



RESOLVED, That pursuant to the covisions of subdivision j, paragraph 7 of Section B3-36.1 of the Administrative Code of The City of New York as added by Chapter 737 of the 1 vs of 1962, as amended by subdivision, parag oh 2(e) of the said Section of the ... Code as adde by Chapter 3 9 of the Laws of 190. Triborous Bridge and Tunnel Authority hereby elects to provide by this resolution adopted prior to June 17, 1967 that the governing provisions of paragraph 14 of subdivision j, with a reduced rate of contribution factor of 5%, and subdivision g, h, and i of Section B3-36.1 of the Administrative Code shall apply to and for the benefit of all members of the New York City Employees' Retirement System who are officers or employees of Triborough Bridge and Tunnel Autority; and be it further

RESOLVED, That such electic mously adopt by the Members of the Authority bubyect to the approval of the Mayor of The City of Low York as required pursuant to said Section B3-36.1 of said Administrative Code.

at when and

I hereby certify that the foregoing to a true and exact copy of a Resolution adopted by Triborough Bridge and Tunnel Authority at its meeting held on May 17, 1967.

Madelin To VacAt Secretary




EXECUTIVE ORDER NO. 48

JUNE 16, 1967

CONTINUATION OF SALARY ADJUSTMENT PLAN

WHEREAS, the New York City Board of Estimate, on June 21, 1962 (Cal. NO. 525) adopted a salary adjustment plan for the City's 1962-1963 fiscal year, providing certain salary adjustments for specified categories of City employees and other public or quasipublic employees, who could not benefit from the increased-take-homepay plan put into effect by the City for members of City-supported retirement systems; and

WHEREAS, such salary adjustment plan has been since continued by the City for each fiscal year as to which such increasedtake-home-pay plan has been continued; and

WHEREAS, pursuant to Laws 1967, Ch. 379, such increased-takehome-pay plan has been continued by Executive Orders Nos. 42 to 47, inclusive, issued June 16, 1967, through the 1967-1968 fiscal year of the City, and it is fair and equitable that such salary adjustment plan be likewise continued through such fiscal year;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

> Section 1. The salary adjustment plan adopted by the Board of Estimate on June 21, 1962 (Cal. No. 525) for the 1962-1963 fiscal year is hereby continued for the 1967-1968 fiscal year, including the same terms and conditions. In addition to the City employees covered by the plan, the salary adjustment plan is continued for officers and employees of public authorities, Board of Education and Higher Education, the Community Colleges, and the Cultural Institutions, provided such agencies provided the necessary funds from their existing appropriations. This salary adjustment plan is also continued for employees in the American Museum of Natural History, New York Zoological Garden and Brooklyn Botanic Garden whose wages are fixed in accordance with Section 220 of the Labor Law under the same terms and conditions provided by Executive Order No. 74 issued for the 1963-1964 fiscal year.

> > §2. This order shall take effect June 16, 1967.

JOHN V. LINDSAY MAYOR

by

ROBERT W. SWEET Deputy Mayor



EXECUTIVE ORDER NO. 49

August 3, 1967

Administration of Budget Appropriations

WHEREAS, the New York City Charter empowers and charges the Mayor with the responsibility of administering the Expense Budget for the 1967-68 fiscal year, and

WHEREAS, certain itemized information and supporting schedules of appropriations, as last modified as of March 15, 1967, were contained in the Mayor's 1967-68 Budget message, in accordance with Section 117 (b) 2 of the New York City Charter, and it is necessary to provide for certain actions taken subsequent to March 15, 1967,

NOW, THEREFORE, in order to carry out and provide for an effective administration of the 1967-68 Expense Budget, by the authority vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. The budget appropriations of all department and agencies shall be administed during the fiscal year 1967-1968 under the terms

of this executive order.

§ 2. The term "Agency" as used in this executive order means any office, department, division, bureau, board, commission, corporation, institution or other unit of government, the expenses of which are paid in whole or in part from the City Treasury.

§ 3. The schedules of appropriations as contained in the Mayor's 1967-68 Budget Message as amended by the Board of Estimate and the Countil are hereby approved effective July 1, 1967.

§ 4. (a) All actions taken in accordance with the New York City Chartwr, subsequent to March 15th, 1967, approving modifications of the supporting schedules as contained in the Mayor's 1967-68 Budget Message are hereby carried over effective July 1, 1967.

(b) All actions taken in accordance with the New York City Charter, approving modifications which adjusted the rates of certain positions in accordance with the provisions of special pay plans, or reallocations as of July 1, 1966, January 1, 1967, and July 1, 1967, are hereby carried over effective July 1, 1967.

August 3, 1967

§ 5. All the powers of budget modification, as granted in Section 124 (a) of the New York City Charter are hereby withdrawn from all agencies except as to the following: The Boards of Education and Higher Education, the Community Colleges, the Offices of the Borough Presidents, the Comptroller, the Board of Elections, the District Attorneys and the City Council; provided that the Mayor may, as a condition of making these exceptions, require these agencies to cooperate with the Vacancy Control Board in realizing savings required to meet potential budget deficits that may arise during the fiscal year.

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§ 6. Those agencies not specifically excepted from the provisions of § 5 herein providing for the withdrawal of the power of budget modifications shall be governed by the following special terms and conditions in the administration of budget appropriations:

- (a) VACANCIES
 - (1) The provisions of Executive Order No. 5 dated January 19, 1966 as modified by the memorandum on the subject of appointments dated February 2, 1967 are hereby continued in full force and effect for these agencies for the fiscal year 1967-1968.
 - (2) The Vacancy Control Board, consisting of the Deputy Mayor, City Administrator, the Director of the Budget and the Personnel Director appointed on January 24, 1966 is hereby continued in operation for the purpose of investigating and recommending for approval by the Mayor of requests for the filling of

positions in these agencies.

- (3) The Vacancy Control Board is hereby authorized to act in such a manner as to give the various agencies maximum flexibility in filling vacancies, consistent with the responsibility of operating the City government within the amounts appropriated for the fiscal year 1967-1968. However, the head of agencies must cooperate with the Vacancy Control Board to the maximum extent possible in realizing savings required to meet potential budget deficits that may arise during the fiscal year.
- (4) (4) A monthly report shall be sent to the Deputy Mayor stating the number of positions in the agency, the number filled, the number of vacancies (both regular and leave of absence), the number pending establishment, and the positions each agency expects to fill. Accompanying this report should be a list of vacancies by code and line number, title,



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schedule line rate, and the rate at which the position will be filled. A duplicate copy of this information must be submitted to the Bureau of the Budget.

(5) All agencies shall forward to the Deputy Mayor monthly a listing of the positions that have been filled giving the code, the line number, the title, the schedule rate and the appointment rate. A duplicate copy of this listing must be submitted to the Bureau of the Budget.

(6) The reports required by subsections (4) and (5) are necessary for review of requests for filling of vacancies by the Vacancy Control Board. Consideration of filling of vacancies shall be deferred in all cases where agencies have failed to comply until such time as the agency submit such reports.

(7) Any increases in the rate provided for employees in Rule X of the competive class shall be granted only upon approval of the Mayor.

(b) BUDGET MODIFICATION

Subject to the provisions of Civil Service Law or other applicable statutes, changes in schedules within units of appropriations, may be made as follows:

- In accordance with the provisions of the Career and Salary plan or any special pay plan, to adjust inequities, or to provide increments not provided in the schedules.
- (2) Modifications increasing a rate of compensation not in accordance with provisions increasing salary scales may not be done by the head of an agency unless approved by the Mayor, except that the head of an agency may grant a merit increase to an employee in the competitive

class, within increment ranges, with at least one year of service in the title, and who is under the Career and Salary Plan. Such increase shall not exceed an adjustment equal to one increment in a fiscal year.

- (3) The provisions of subsection (b) (2) above shall not apply to employeees included in collective bargaining agreements.
- (4) Any worlification creating any position in excess of addition annum in any schedule shall be done only upon the Mayor.

8 7. All agencies shall be subject to the following general terms and

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conditions in the administration of budget appropriations.

(a) CHANGES IN APPROPRIATIONS

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Any change in appropriations by transferring funds between Personal Service and other than Personal Service shall be done only upon approval of the Mayor.

(b) SUBMISSION OF REPORTS

For those agencies to which the provisions of §6 do not apply, the head of each such agency shall submit to the Director of the Budget on or before the 10th day following the end of each guarter a complete summarized list of vacancies existing on the last day of the preceding guarter, in each and every personal service appropriation in his agency.

(c) SCHEDULE MODIFICATIONS

Any modification changing any schedule as allowed by these terms and conditions shall be on a schedule basis, and not on a cash basis, unless otherwise directed by the Mayor.

(d) SALARY ADJUSTMENT AND INCREMENTS FOR POSITIONS CONFERED BY CAREER AND SALARY PLANS

Salary adjustments and increments are to be provided in accordance with the provisions of a resolution adopted by the Board of Estimate on June 23, 1955 (Cal. No. 498), as amended.

(e) SALARY ADJUSTMENTS AND INCREMENTS FOR POSITIONS UNDER SPECIAL PAY PLANS.

Positions for which annual adjustments are provided in accordance with Special Pay Plans are to be provided in accordance with the provisions of the resolutions adopted by the Board of Estimate approving such Salary Plans.

(f) SKILLED AND UNSKILLED LABOR

(1) The supporting schedules contained in the Mayor's 1967-68 Budget Message contain provisions for the conlowment of certain positions for a specific turber of days. A payroll certificate shall be submitted in such form as the Comptroller may prescribe establishing the fact that employees of such positions are working the required number of days, and the compensation of

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employees not working such number of days shall be reduced proportionately. It is not the purpose of this condition to deduct compensation for absences due to vacation, sich leaves, holidays, weather or other permissible cause.

No skilled laborer whose position is provided for in this budget at a prevailing rate and on per diem basis shall be permitted to work in excess of five days in any one week, or two hundred and fifty days in one year, except in case of seasonal work or in an emergency, and then only upon approval of the Mayor authoritzing an increased number of days. The foregoing general provision shall be superseded by any special provision attached to any particular line or code in this budget.

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Where the number of days of employment is indicated, each day shall constitute eight (8) working hours for all titles, except the titles of Cable Splicer and Lineman (Departments of Traffic and Police), Lineman's Helper, Boilermaker, Boilermaker's Helper, Armature Winder, Bricklayer, Bridge Painter, Carpenter, Cement Mason, Compositor (Job) (Borough President of Queens), Core Drill Operator (Department of Public Works), Care Drill Operator's Helper, Electrician's Helper, Flagger, Glazier, (Public Works), Mason's Helper, Painter, Paver, Pipe Caulker, Plumber, Plumber's Helper, Rammer,

Sheet Metal Worker, Sheet Metal Worker's Helper, Sign Painter, Steam Fitter, Steam Fitter's Helper, Thermostat Repairer, Tinsmith,Laborer (County Clerk's Offices), and Foreman of any of the skilled trades herein for which each day shall constitute seven (7) working hours, and Electrician, Foreman Electrician, Plasterer and Plasterer's Helper for which each day shall Constitute six §6) working hours, unless otherwise specified,

(g) SNOW AND ICE REMOVAL

Funds provided for this purpose in Code 098=98-901 "Snow and Ice Removal" shall be allocated only upon approval of the Mayor and payment to all persons engaged in Snow and Ice Removal shall be made in accordance with the temms and conditions containedtherein. All laborers or skilled mechanics and all other employees whose duties are appropriate thereto, shall upon request of the Commissioner of Sanitation be required to

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work, consistent with their titles, upon or in connection with snow removal, and if their compensation is fixed upon a per annum basis, no extra compensation shall be paid them for such work for that number of days upon which their per annum compensation is based. If any such employee shall fail or refuse to work upon or in connection with snow removal, his per annum compensation shall be reduced proportionately to the number of days during which he fails so to work.

(h) VACATION

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- II) The vacation and leave allowances foreemployees who are under the Career and Salary Plan shall be in accordance with the resolution approved by the Board of Estimate on June 15, 1956 establishing "Leave Regulations fand Employees who are under the Career and Salary Plan". The vacation and leave allowances for all other em employees shall be in accordance with regulations to be established by the Personnel Director and the Director of the Budget.
- (2) Where the work of employees is seasonal in character the vacation shall be allowed during the slack season.

(1) MAINTENANCE CHARGES

(1) Incumbents receiving full or partial maintenance, are to receive full compensation

and increments in accordance with the Career and Salary Plan and other special pay plans approved by the Board of Estimate. Such employees are to reimburse the City of New York in accordance with the schedules of charges heretofore approved by the Board of Estimate on February 23, 1956 (Cal. No. 217), or any amendments thereto, in the following manner:

- (2) (20 arges shall be debited against the total compensation, the incumbent is entitled to (inclusive of increments and other differentials), and shall be paid for by the incumbent from such total compensation received.
- (3) Administration for the collection of charges shall be the responsibility of department or agency employing the incumbent, subject to audit by the Comptroller.

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() PAYMENT OF OVERTIME FOR CITY EMPLOYEES

Payment of overtime for City Employees shall be paid in accordance with the general rules and regulations promulgated in accordance with the resolution of March 22, 1963 (Cal. No. 379) adopted by the Board of Estimate.

(k) LIMITATION ON EXPENDITURES

No liability is to be contracted for in excess of funds available for the purpose. The head of a department or other agency shall be held strictly accountable for exceeding appropriations without specific itemized approval of the Mayor.

(1) SPECIFICATIONS

All contracts and open marketsorders except those of the Board of Education, for supplies, materials, and equipment, chargeable to appropriations classified as "Other Than Personal Service", shall be based upon specifications which have been approved by the Board of Standardization in accordance with the New York City Charter. In the absence of such Standard or Tentative Standard specifications for the particular supplies, materials, or equipment required, contracts and open market orders shall be based upon specifications which are definite and certain and which permit of competition, as required by the New York

- City Charter or which comply with Section 12 of the regulations of the Board of Estimate adopted June 30, 1949 (Cal. No. 318-A).
- (2) The head of the agency awarding the contract shall, at the time the contract is transmitted to the Comptroller for registration, certify that such contract is based upon specifications which comply with the above provisions. All open market orders issued shall contain a certificate by the head of the agency issuing the orders that such order is based upon specifications which comply with the above provisions.
- (3) No contract chargeable to this budget shall, after an award is made, be cancellednor shall any contract be modified in a manner materially affecting the substance thereof, unless such cancellation or such modification is approved by resolution of the Board of Estimate. This rule, however, shall not apply to a case where the terms of the contract

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reserve to the head of an agency the right to void a contract for default or abandonment of the work by a contractor.

- (m) APPROVAL OF CONTRACTS
 - (1) No contract or proposal for work to be performed chargeable to this budget, the cost of which is estimated to be in excess of \$5,000 but not more than \$50,000 shall not be advertised until such contract and specifications or proposal shall have been submitted to and approved by the Director of the Budget.
 - (2) Contracts and specifications ro proposals for work estimated to cost in excess of \$50,000 shall be submitted to and approved by the Mayor before such contracts and specifications or proposals are advertised. When specifications have been approved by the Mayor, addenda thereto may be approved by the Director of the Budget, provided, however, that the estimated cost is not increased or that the change is not material. The specifications for the supplies, materials, and equipment in such contracts shall comply with the requirements of Subsection "1" herein.
 - (3) All contracts, in accordance with Section 343a of the New York City Charter to be awarded without public letting, must be submitted to the Mayor and approved by the Board of Estimate. Whenever the Board of Estimate exempts items from public letting, no further approval of the Mayor is required of such expenditure.
 - (4) Contracts for professional services must be submitted to the Mayor for his approval.

 - (5) The provisions of this subsection ("m") shall not apply to the Board of Education.
- TELEPHONE SERVICE AND TABULATING EQUIPMENT (n)
 - (1) Major modifications of telephone service contracts shall not be effective, except to the extent and in the manner approved by the Mayor.
 - No call directors, automatic switchboards, leased lines except (2)for Civil Defense services, etc., shall be contracted for unless approved by the Mayor.
 - (3) All contracts for the rental of tabulating and auxiliary tabulating equipment shall be restricted to the equipment provided for under the contract in force when this budget takes effect. Modifications or proposals involving additional equipment shall not be effective except and in the manner approved by the Mayor.

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(4) The provisions of this subsection ("n") shall not apply to the Board of Education.

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(O) GENERAL PURCHASE FUND

Subject to the provisions of subsection "1" herein, the appropriations provided for the various agencies for supplies, materials, equipment, and certain contractual services are hereby made to the Department of Purchase to the extent of the amounts set forth in the amended schedules of the Mayor's Budget Message for this fiscal year and as also indicated in brackets opposite departmental appropriations for Other Than Personal Service, and the Comptroller is hereby authorized and directed to transfer from the respective appropriations the amounts stated in the said schedule to the General Purchase Fund herein established for the Department of Purchase. The balance remaining in the said appropriations, after the amounts stated in the said schedule have been transferred to the General Purchase Fund, shall be under the jurisdiction of and control of the various agencies. Certain allowances set up in this budget which are payable from other than tax levy funds appropriated to agencies, subject to the provisions of law, for supplies, materials and equipment, shall be made upon requisitions for purchase by the Department of Purchase.

(p) AUTHORITY FOR PETTY CASH EXPENDITURES

Requests for permission to draw upon the Comptroller and the City Treasurer by requisition for such amounts as may be required to defray the cost of minor and incidental expenditures chargeable to appropriations included in the Budget for this fiscal year, may be made upon the Comptroller or vouchers filled by the agency for

the amount required.

(q) FEES

Appropriations to the various agencies for Witness Feew and Expenses, Juror Fees and Expenses, and Stenographer Fees (including minutes) shall be subject to administration by the Comptroller and the Comptroller is authorized and directed to adjust such accounts of the various agencies when necessary to provide for expenditures; but the total of such appropriations shall not be exceeded. In addition to the foregoing, the Comptroller is authorized to distribute the budget appropriations for Judgments and Claims to other Judgment and Claim Accounts, namely, Accounts 710 to 719, inclusive and between Account No. 465, Special Obligatory County Expenses Per State Statutes, and Account No. 467, Services of Counsel Assigned by Courts. The Comptroller will distribute, in accordance with the Manual of Expense Accounts, appropriations for 902 Repaying of Street and 903, Demolition of Unsafe Buildings, as the Department of Highways, the Department of Parks and the Department of Buildings may direct with respect to their share of such appropriations.

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(x) TRAVEL EXPENSES

- (1) Expenditures of the various agencies for travel expenses shall receive prior approval of the Deputy Mayor and those incurred for lodging and meals shall be limited to audit of the Comptoller to a maximum of \$22.00 per day for officials and for employees while traveling out-of-town on official business. The maximum allowance for a hotel room is to be \$12 per day per person and for meals \$10 per person for a 24 hour period. Meal consumed while aboard a train or otherwise enroute are to be considered as part of the transportation cost.
- (2) Claims for the reimbursement of all traveling expenses shall be submitted on the regularly authorized form and must be itemized and stated in chronological order. The expenses as incurred must supported by receipted bills for every expense for which a receipt can be obtained.

(s) PURCHASE OF EQUIPMENT

All expenditures for the purchase of equipment through the General Purchase Funds shall be cased on the schedules upon which the appropriation is predicted. The Director of the Budget shall file schedules with the Office of the Comptroller, the Department of Purchase and the agency. Agency heads upon notification to the Department of Purchase may make substitutions of additions in these schedules, except that variations or substitutions to provide for executive offices furnishings, rugs, drapes, electric typewriters, air conditioners, motor vehicles (unless a similar vehicle is surrendered to the Division of Salvage of the Department of Purchase and such replacement is

in accordance with the motor vehicle replacement standards) and items of a similar nature must be approved by the Mayor.

(t) FORMS

It is necessary that the Director of the Budget maintain a Master Budget. Accordingly, all modifications and changes in units of appropriations shall be transmitted to the Director of the Budget on forms provided by that office (Revised form M).

(1) The Departmental Modification form submitted by a department in accordance with Section 124 (a) of the New York City Charter shall be validated by the Director of the Budget who Charter shall be validated by the Director of the Budget who shall sign four copies which shall be distributed as follows: two (2) copies sent to the Office of the Comptroller, one (1) returned to the department for payroll entry, and the copy retained by the Bureau of the Budget is to be used to update the Master Budget.

August 3, 1967

EXECUTIVE ORDER NO. 49

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- (2) The Departmental Modification form submitted by a department in accordance with Section 124 (b) of the New York City Charter shall be reviewed and examined by the Bureau of the Budget and then forwarded to the Mayor or his authorized representative for his signature on four copies which shall be distributed as follows: two (2) to the Office of the Comptroller, and one (1) to the Department and one (1) to the Bureau of the Budget for updating the Master Budget.
- (3) The Department Modification form submitted by a department in accordance with Section 124 (c) of the New York City Charter shall, after review and examination be attached to the necessary Calendar Memos and Reports for submission to the City Council and the Board of Estimate, and forwarded to the Mayor for his signature and processing. After action by the Mayor, the Board of Estimate and the City Council a certificate of the Budget Director shall be issued and distributed as follows: two (2) copies to the Office of the Comptroller, one (1) to the department, and one (1) to the Bureau of the Budget for updating the Master Budget.
- (4) Personal Service expenditures, etc., made pursuant to this Executive Order aer to be reported monthly to the Director of the Budget on forms provided by his office.

(u) DEPARIMENT QUARTERLY PERFORMANCE REPORTS

For the development of performance standards, and for analyses of work load data and manpower utilization, all agencies shall submit performance reports, in triplicate to the Director of the Budget on forms prescribed by the Director of the Budget.

5 8. The Comptroller shall not authorize the payment of any compensation to any person appointed on or after July 1, of this year which is not in conformity with the provisions of this directive.

3 9. This executive order shall take effect immediately.

JOHN V. LINDSAY MAYOR



EXECUTIVE ORDER NO. 50

AUGUST 16, 1967

PROCUREMENT OF OFFICE AND OTHER SPACE FOR CITY DEPARIMENTS AND AGENCIES

WHEREAS, this Administration has reviewed existing procedures for procuring and allocating office and other space for all City Departments and Agencies, and

WHEREAS, new procedures have been evolved to speed such procurement and allocation and to centralize responsibility for the control and administration of space requirements within the administration, and

WHEREAS, the functions of the several agencies require space to permit the Administrations, Departments and Agencies to perform assigned missions effectively and economically, and

WHEREAS, the necessity exists for assuring that the procurement and allocation of office and other space be equitable,

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the City of New York and subject to the powers vested in the Board of Estimate, it is hereby ordered as follows:

Section 1. Space Allocation Council To determine space policy and priority of occupancy, there shall be established the Space Allocation Council consisting of the Deputy Mayor-City Administrator, the Director of the Budget, the General Services Administrator, and/or the Real Estate Commissioner.

§ 2. Jurisdiction All requests for space made by City Agencies and Administrations shall be subject to examination and analysis by the Space Allocation Council, whose approval shall be required for the procurement or allocation of office or other space.

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8 3. Purpose

To implement the space study prospectus developed by the Deputy Mayor-City Administrator, supporting staff shall be assigned to the Space Allocation Council by the Deputy Mayor-City Administrator and the other agencies represented on the Council. The functions of the supporting staff shall include but not be limited to the following:

- (a) to study overall space problems in anticipation of consolidations under the reorganization plan to create Administrations.
- (b) to make recommendations to provide for the space requirements of the propose "Administrations in an effective and economical manuer.
- (c) To in effect establish an order of priorities among the various City Agencies and Administrations.

Procedure for regusting new or additional space. 8 4. Requests for space shall be made in writing to the Commissioner of Real Estate accompanied by the following information:

(a) "A-B-C" forms in duplicate. Forms are obtainable from the Department of Real Estate.

(b) Certification by the Commissioner or Head of the Agency (on form supplied by Department of Real Estate) attesting that the program, personnel and facilities shown on "A-B-C" forms have been previously authorized by the Mayor and/or the Budget Director.

(c) If pertinent, the geographical area in which the space should be located together with a statement of requirements of the agency as to the type, quality and specialized facilities or installations in the space desired, date of occupancy, etc.

Upon receipt of the preceding information, the Space Allocation Council shall determine the amount of space required, whether the space can be supplied in a municipally-owned building under its jurisdiction, or procure the required space in a privately-owned building. The Commissioner of Real EState shall negotiate the terms of a lease for such space, and thereafter, request confirmation from the Director of the Budget that funds for the payment of the rental and other charges under the lease are available. After receipt of confirmation from the Bureau of the Budget, the Department of Real Estate shall prepare and submit a Report and Resolution to the Board of Estimate to authorize the Commissioner of Real Estate to enter into and execute the proposed lease on behalf of the City of New York.

AUGUST 16, 1967

Procedure for requesting Renewals and Extensions of 8 5. Expiring Leases on Presently Occupied Space at Annual Rental of \$10,000 or less. Requests for renewals or extensions of leases on space with an annual rental of \$10,000 or less shall be initiated by letter to the Space Allocation Council stating:

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(a) that continued occupancy of the space is required.

(b) That Departmental Operations and personnel housed in the space have not changed materially since the inception date of the expiring lease or rental arrangement.

(c) Any additional conditions or provisions which the Department desires be incorporated in the renewal agreement.

(d) The desired term of the renewal.

The Department of Real Estate shall negotiate the renewal of the lease, or obtain substitute quarters, and obtain Board of Estimate authorization for the renewal of thelease.

Procedure for requesting renewals and extensions of § 6. expiring leases on presently occupied space at annual rentals in excess of \$10,000. Such requests shall be processed in the same manner as requisitions for new or additional space as described in § 4 above.

8 7.

Inventory

The Commissioner of Real Estate shall maintain a current inventory of space occupied by City agencies in municipally and privately-owned buildings.

Effective Date This Order shall take effect immediately and shall supersede Executive Order No. 24 issued November 27, 1962, Executive \$ 8. Order No. 68 issued August 13, 1963 and Executive Order No. 25 dated August 1, 1966.

John V. Lindsay MAYOR



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EXECUTIVE ORDER NO. 51

SEPTEMBER 11, 1967

CIVIL DEFENSE REORGANIZATION

WHEREAS, the Interim Director of the Office of Civil Defense issued on March 18, 1966 a report entitled "Reorganization of Civil Defense, March, 1966" and,

WHEREAS, in New York City alone over fifteen million dollars have been spent on surveying and designating fallout shelters and the Federal Government is prepared to give the City a total of thirty-one million dollars in shelter supplies, and

WHEREAS, the Office of Civil Defense has to date failed to provide satisfactory solutions to the problems of shelter management, communications, emergency control, and volunteer enrollment, and

WHEREAS, substantial economies can be achieved by regrouping the prior functions of the Office of Civil Defense, and

WHEREAS, the appropriate civil defense agencies of the State and Federal

governments have given approval to the administrative plan carrying out this reorganization, and

WHEREAS, civil defense, under this peorganization, will continue to be eligible for reimbursement under the federal government's matching funds program, and

WHEREAS, an Executive Order (No. 29) was issued on or about August 19, 1966 redesignating the office of Civil Defense as the Office of Civil Defense and Disaster Control, and directed the latter to serve as the staff of the Emergency Control Board-Office of Civil Defense, and

WEREAS, administrative reorganization measures have demonstrated that the municipal government can more efficiently and economically direct and coordinate all aspects of emergency planning as a staff function of the Emergency Control Board-Office of Civil Defense,

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

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SEPTEMBER 11, 1967

SECTION 1. Repeal. Executive Order No. 29 issued on or about August 19, 1966 is hereby repealed.

E 2. Emergency Control Board-Office of Civil Defense. In addition to the powers heretofore delegated to the Emergency Control Board-Office of Civil Defense such Board is hereby constituted an Office of Civil Defense under the laws of 1951, Ch. 784 as amended with the powers and duties vested in such office by said law, to be known as the Emergency Control Board-Office of Civil Defense and shall be a part of the Office of Administration, Office of the Mayor. The Emergency Control Board-Office of Civil Defense and responsibilities of the Office of Civil Defense and Disaster Control and shall have such further powers as are delegated to it by this Executive Order.

§ 3. Director The Director of the Emergency Control Board-Office of Civil Defense shall be an Assistant City Administrator, answerable directly to the Mayor and shall be and serve as the local Director of Civil Defense, with the powers of a local Director of Civil Defense under L. 1951 Ch. 784, as amended.

§ 4. Functions. The functions of the Office of the Emergency Control Board-Office of Civil Defense shall include:

(a) Coordination of New York City's Civil Defense effort in accordance with the provisions of the Defense Emergency Act of New York State and development of a Civil Defense Emergency operations plan involving all relevant municipal agencies;

(b) Preparation of plans designed to contain and control emergency conditions caused by a disaster, maintain essential services during a disaster, and to restore essential services;

(c) Aiding various City Departments in obtaining funds under the Federal Government Matching Funds Program for Civil Defense activities;

(d) Carrying out all Civil Defense functions mandated by the Defense Emergency Act of New York State that are not transferred to other City Departments by this Executive Order.

§ 5. <u>Communications</u>. The Communications Section of the Gormer office of Civil Defense shall be functionally transferred to the Municipal Broadcasting System.

§ 6. Shelters. The Shelter Management Section of the former office of Civil Defense shall be functionally transferred to the Department of Public Works.

7. <u>Control Centers</u>. The Police Department shall: (a) Maintain the Borough and Emergency Control Centers on a standby basis.

SEPTEMBER 11, 1967

(b) In cooperation with the Emergency Control Board-Office of Civil Defense and the respective Borough Presidents' Offices, develop plans for activating these centers in an actual emergency.

8. Volunteers. The Fire Department shall be in complete charge of Fire Auxiliaries and keep the necessary records of these units. The Police Department shall be in complete charge of the Police Auxiliaries and the Rescue Service and keep the necesary records of these units.

§ 9. Equipment. The Commissioner of Public Works shall continue to have the primary responsibility for the coordination of all city and private sector equipment, such as trucks, generators, bull-dozers and power shovels. Public Works will be responsible for the placement maintenance of the City's 742 sirens.

§ 10. Medical Assistance. The Health and Hospital Departments shall continue their civil defense aggignments under the direction of the Emergency Control Board-Office of Civil Defense.

§ 11. Radiological Intelligence. The Fire Department shall continue to maintain and operate a radiological detection and reporting system.

8 12. Other Municipal Agencies. All municipal agencies with Civil Defense responsibilities, not specifically montioned in this Executive Order, shall continue these responsibilities.

§ 13. Effective Date. This Order shall take effect immediately.

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EXECUTIVE ORDER NO. 52

September 29, 1967

The Conduct of Labor Relations Between the City of New York and its Employees

WHEREAS, experience prior to 1958 indicated that labor disputes between the City and its employees would be minimized, and effective operation of the City's affairs in the public interest would be best safeguarded, by permitting employees to participate to the extent allowed by law in the determination of the terms and conditions of their employment, and that such participation would best be achieved by bargaining with representatives shown to be the free choice of a majority of the employees, and

WHEREAS, accordingly, in 1958 Executive Order No. 49 was issued, granting various rights to municipal employees, including the right to engage in collective bargaining; and

WHEREAS, experience since the issuance of that Executive Order has indicated the need for new procedures to govern collective bargaining in the public service, and particularly the need for independent and impartial tribunals to settle impasses arising in contract negotiations, unresolved grievances, and representation issues; and

WHEREAS, in early 1966, a Tripartite Committee on Labor Relations, consisting of representatives of the City, representatives of all mayoral agency employee organizations who wished to participate, and distinguished public representatives, made comprehensive recommendations concerning such procedures, which recommendations were agreed to by the City and employee organizations representing a majority of municipal employees', and

WHEREAS, it is the purpose of this Executive Order to effectuate those recommendations, pursuant to the New York City Collective Bargaining Law.

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. DECLARATION OF POLICY.

It is hereby declared to be the policy of the City to engage in collective bargaining; to enter into written collective bargaining agreements on matters within the scope of collective bargaining, with certified employee organizations; to utilize the services of the office of collective bargaining to settle impasses in contract negotiation and representation issues; and to refer unresolved grievances with certified employee organizations to impartial arbitration.

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§2. DEFINITIONS.

As used in this Executive Order, unless the context clearly indicates otherwise:

a. The term "board of collective bargaining" shall mean the board created by section eleven hundred seventy-one of the charter.

b. The term "board of certification" shall mean the board created by section eleven hundred seventy-two of the charter.

c. The term "mayoral agency" shall mean any administration, department, division, bureau, office, board, or commission established under the charter or local law, the head of which is appointed by the Mayor and has appointive powers, and whose employees are paid in whole or in part from the city treasury, other than the board of education, the board of higher education, and the administrative board of the judicial conference.

d. The term "mayoral agency employees" shall mean all employees of mayoral agencies.

e. The term "employee organization" shall mean any organization or association of employees, a primary purpose of which is to represent them concerning their wages, hours, and working conditions.

f. The term "certified employee organization" shall mean: (1) any employee organization certified by the board of certification as the exclusive bargaining representative of a bargaining unit determined to be appropriate for such purpose, or (2) any employee organization which, prior to the effective date of this Executive Order, was recognized by a mayoral agency, or certified by the department of labor, as such exclusive bargaining representative unless such recognition has been or is withdrawn or such certification has been or is terminated. g. The term "matters within the scope of collective bargaining" shall mean matters designated as being within the scope of collective bargaining under Section 5.

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§ 3. RIGHTS OF MAYORAL AGENCY EMPLOYEES AND CERTIFIED EMPLOYEE ORGANIZATIONS.

Mayoral agency employees shall have the right to selforganization, to form, join or assist employee organizations, to bargain collectively through certified employee organizations, and shall have the right to refrain from any or all of such activities. Certified employee organizations shall be recognized as the exclusive bargaining representatives of the mayoral agency employees in the appropriate bragaining units. Nothing herein shall prevent any city official from meeting with minority employee organizations with members in such units, so long as the certified employee organization thereof is informed in advance of the meeting and any change in terms and conditions of employment is effected only through negotiations with the certified employee organization.

\$4. APPLICABILITY OF COLLECTIVE BARGAINING LAW.

This Executive Order and, pursuant to Section 1173-4.0 (a) of the New York City Collective Bargaining Law, the provisions of such Law are hereby made applicable to all mayoral agencies, and to the employees and employee organizations thereof.

\$5. MATTERS WITHIN THE SCOPE OF COLLECTIVE BARGAINING.

a. Subject to the provisions of paragraph (c) below the City shall have the duty to bargain in good faith:

(1) with the certified employee organizations of mayoral agency employees on wages (including but not limited to wage rates, pensions, health and welfare benefits, uniform allowances and shift premiums), hours (including but not limited to overtime and time and leave benefits), and working conditions, subject, however, to the provisions of section 5 (a) (2), (3), (4) and (5), and to the extent permitted under the respective certificates, provided, however, that with respect to those employees whose wages are determined under section two hundred twenty of the labor law, there shall be no duty to bargain concerning those matters whose determination is provided for under such section.

(2) with a certified employee organization, council or group of certified employee organizations designated by the board of certification as representing more than 50% of all employees subject to the Career and Salary Plan, and only with such employee organization or organizations, on city-wide matters which must be uniform for all such employees, such as overtime, and time and leave rules. The terms agreed upon in such bargaining shall be applicable to and binding upon all such employees. The effective date of such terms as to any bargaining unit shall be the subject of collective bargaining, except that the terms agreed upon in such negotiations shall not become effective prior to July 1, 1967. The foregoing shall not: (A) prevent the City from meeting with any other employee organization representing such employees for the purpose of hearing the views and requests of its members on such matters, provided that the organization, council or group designated as representing more than fifty per cent of such employees is informed in advance of the meeting, and any changes in the terms of such city-wide matters is effected only through negotiations with it, or (b) be construed to deny to the City or a certified employee organization the right to bargain for a variation or a particular application of any city-wide policy or any term of an agreement executed pursuant to this Section 5 (a) (2) governing any city-wide matter, where considerations special and unique to a particular department, class of employees, or collective bargaining unit are involved.

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(3) with an employee organization, council or group of employee organizations designated by the board of certification as representing more than fifty per cent of all employees within a department on matters which must be uniform for all employees in the department, but only if such organization, or in the case of a group or council, each organization in such group or council, has been previously certified as a city-wide bargaining representative for an appropriate bargaining unit. The foregoing shall not prevent the City from meeting with any other employee organization representing such employees for the purpose of hearing the views and requests of its members on such matters, provided that the organization, council or group designated as representing fifty per cent of such employees is informed in advance of the meeting, and any changes in the terms of such department-wide matters is effected only through negotiations with it.

(4) with certified employee organizations representing employees in the uniformed forces of the police, fire, sanitation and correction services on city-wide matters, including, but not limited to pensions, overtime, and time and leave rules insofar as such issues affect the particular service involved.

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(5) on pensions for employees other than those in the uniformed forces referred to in Section 5 (a) (4) herein, only with a certified employee organization, council, or group of certified employee organizations designated by the board of certification as representing more than 50% of all employees included in the pension system involved.

b. The City will bargain on matters within the scope of collective bargaining even though such matters require action by a body, agency, or official other than the Mayor or the head of a mayoral agency. The City will also bargain on the question of whether the City should request such body, agency, or official to take such action, or support such a request. In no event, however, shall an impasse panel recommend that the City make or support such a request. The City's duty to bargain on other matters within the scope of collective bargaining shall not be diminished by reason of the existence of orders, rules, or requlations promulgated by heads of mayoral agencies. For purposes of this subdivision the City civil service commission shall not be deemed a mayoral agency.

c. It is the right of the City, acting through its agencies, to determine the standards of services to be offered by its agencies; determine the standards of selection for employment; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other legitimate reasons; maintain the efficiency of governmental operations; determine the methods, means and personnel by which government operations are to be conducted; determine the content of job classifications; take all necessary actions to carry out its mission in emergencies; and exercise complete control and discretion over its organization and the technology of performing its work. The City's decisions on those matters are not within the scope of collective bargaining, but, notwithstanding the above, questions concerning the practical impact that decisions on the above matters have on employees, such as questions of workload or manning, are within the scope of collective bargaining.

d. Nothing contained in this Section 5 shall limit the City's obligation to bargain with a certified employee Organization under an existing written collective bargaining agreement.

§6. AUTHORITY OF BARGAINING REPRESENTATIVES.

The City shall designate bargaining representatives with power to negotiate on all matters within the scope of collective bargaining.

§7. JOINT LABOR RELATIONS COMMITTEES.

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Until an employee organization has been certified as the exclusive bargaining agent of a particular employee unit, any employee organization having members among the employees in such unit may represent such members, as follows:

There shall be established in each department or agency a joint labor relations committee, to consist of representatives of the employees in the department or agency and representatives of the commissioner or head of the department or agency.

The joint labor relations committee shall assist, through regular and periodic conferences and consultations, in formulating policies and suggesting changes which may be necessary in existing policies, concerning the wages, hours and working conditions in the department or agency, as well as in measures to improve the efficiency of the operations of the department or agency.

The employee delegates on the joint labor relations

committee shall be designated only by the employees or by any employee organization which has been selected by and represents a substantial group of the employees in the department or agency. The designees of such an organization to the joint committee may be officers or agents thereof. The number of such delegates on the joint committee allotted to such an organizations in representing a substantial group of employees in the department or agency may be in such proportion to the whole number of employeed in the department or agency as shall be arranged between the head of the department and the affected employees.

The establishment of joint labor relations committees shall not be mandatory as to any department or agency in which the aggregate membership of all qualified labor organizations is not representative of a substantial number of the employees of the department or agency. The board of collective bargaining shall have the authority to determine questions of representation in connection with the establishment of joint labor relations committees or participation in such committees, and shall prescribe such rules and regulations as may be necessary and practicable for the resolution of such questions.

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§8. GRIEVANCE PROCEDURES.

a. (1) Except as otherwise provided in collective bargaining agreements, the following grievance procedures shall be applicable to all mayoral agency employees other than members of the police force of the police department, provided, that in the case of any presently effective collective bargaining agreement which sets forth grievance or arbitration procedures the certified employee organization which is a party thereto may elect, by written notice to the Mayor within ninety days after the effective date of this Order to substitute in their entirety the grievance and arbitration provisions set forth herein for those set forth in such agreement.

A. General Procedure.

Step 1. An employee's grievance, except a grievance subject to the provisions of subgaragraph B of this paragraph (1), shall be presented verbally or in writing by the grievance or his representative to the supervisor in the division or branch of the department where the grievance is claimed to have occurred (but not necessarily to the grievant's immediate supervisor), not later than 120 days after the date on which the grievance arose. Discussion and consideration of the grievance may be assisted by higher level supervisors, who may be called in for this purpose.

Step 2. If a greevance is not resolved at Step 1 within two working days after its presentation, the grievant may appeal to the official of the department or agency in charge of personnel; or person designated by the commissioner or head of the department or agency to represent him in the adjustment of grievances, by. filing a written statement of such grievance with such official or person, within seven working days after presentation of the grievance at Step 1. A copy of the grievance must be sent to the employee's supervisor who initially passed upon the grievance. The grievance shall be considered and passed upon within three working days after such filing. The grievant and his representative and the department or agency representative shall work for a satisfactory adjustment of the grievance through conference, negotiation and agreement. The determination of the department or agency representative passing upon the grievance shall be in writing, copies of which shall be transmitted to the grievant or his representative upon issuance.

Step 3. The grievant shall have the right to appeal such determination to the commissioner or the head of the department or agency concerned by filing a written statement of such a appeal with the commissioner or department head within five working days after the decision in Step 2 has been issued. The commissioner or department head, the departmental designee, and the grievant and his representative shall work for a satisfactory resolution of the grievance through conference, negotiation and agreement. Such conference shall be held at an appropriate time consistent with the requirements of the department or agency. The determination of the commissioner or of department head shall be issued within five working days after receipt of the appeal.

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B. Special Procedure for Grievances relating to the Use of Open-competitive rather than Promotional Examinations.

Any grievance relating to a claimed improper holding of an open-competitive rather than a promotional examination shall be presented in writing by the grievant or his representative to the City director of labor Redations not later than thirty days after the notice of intention to conduct such open-competitive examination, or copy of the appointing officer's request for such open-competitive examination, as the case may be, has been posted in accordance with section 51 of the civil service law. The grievance shall be considered and passed upon within ten days after its presentation. The decision shall be in writing, copies of which shall be transmitted to both parties to the grievance upon issuance.

(2) For purposes of Section 8 (a), the term "grie-

vance" shall mean (A) a dispute concerning the application or or interpretation of the terms of (i) a collective bargaining agreement, (ii) a personnel order of the Mayor, or (iii) a determination under section two hundred twenty of the labor law affecting terms and conditions of employment; (B) a claimed violation, misinterpretation, or misapplication of the rules or regulations of the mayoral agency by whom the grievant is employed affecting the terms and conditions of employment; (C) a claimed assignment of employees to duties substantially different from those stated in their job classifications; and (a) a claimed improper holding of an open-competitive rather than a promotional examination. Notwithstanding the provisions of this subsection, the term grievance shall include a dispute defined as a grievance by executive order of the Mayor, by a collective bargaining agreement, or as may be otherwise expressly agreed to in writing by a public employee organization and the applicable public employer. The term "grievant" shall include all grievants, in the case of a group grievance.

(3) Any employee may present his own grievance through the first three steps of the grievance procedure either personally or through an appropriate representative of an organization of which he is a member, provided, that where an employee organization has been certified as the exclusive bargaining agent for the employee unit, a grievance may be presented and processed either by such certified employee organization or by the individual employee, but not through any other employee organization.

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(4) An employee organization certified for the unit of which the grievant is a member shall have the right to bring grievances unresolved at Step 3 of the general procedure, or unresolved by the special procedure relating to the use of open competitive rather than promotional examinations to impartial arbitration by an arbitrator on the register of the board of collective bargaining, under procedures established by such board. As a condition to such right the grievant and such organization shall be required to file with the director of the office of collective bargaining a written waiver of the right, if any, of said grievant and of said organization to submit the underlying dispute to any other administrative or judicial tribunal except for the purpose of enforcing the arbitrator's award. A grievance relating to the use of an open competitive rather than a promotion examination shall be presented by either party to the grievance, in writing, to the arbitrator within fifteen days of the presentation of such grievance to the City director of labor relations and the arbitrator shall decide such grievance within seventy-five days of its presentation to him. The City and the employee organization which is party to the particular grievance shall each pay fifty per cent of the fees and expenses of the arbitrator and of related expenses incidental to the handling of such arbitration.

b. Except as otherwise provided in collective bargaining agreements, the following grievance procedure shall be applicable to all members of the police force of the Police Department:

(1) As used herein, the following terms shall have the meanings indicated:

(a) "Member" means a member of the police force of the Police Department.

(b) "Commanding Officer" means the immediate Commanding Officer of the member claiming the grievance.

(c) "Reviewing Officer" means the superior officer in charge of the next higher command or level above the Commanding Officer of the member originating the grievance.

(d) "Board" means the Personnal Grievance Board to be composed of three (3) members as follows: A Deputy Commissioner or other designee of the Police Commissioner, who shall serve as Chairman of the Board; the Chief Inspector or his designee; the President or other officer of the certified employee organization which represents members of the rank of the member originating the grievance.

For purposes of Section 8, the term "Grievance" (e) shall mean:

(A) A dispute concerning the application or interpretation of the terms of (i) a collective bargaining agreement, or (ii) a personnel order of the Mayor;

(B) A claimed violation, misinterpretation or misapplication of the rules or æegulations of the Police Department affecting the terms and conditions of employment, but the term "grievance" shall not refer to or include disciplinary matters. A grievance shall not include a challenge to the Police Commissioner's authority to promulgate a rule or regulation, but shall be limited only to whether the rule or regulation has been violated, misinterpreted or misapplied.

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(C) A claimed assignment of the grievant to duties substantially different from those stated in his job classification; and

(D) a claimed improper holding of an open competitive rather than a promotional examination.

(f) The term "grievant" shall include a person or group having a grievance as defined in Section 8 (1) (e).

(2) Every member of the force shall have the right to present his grievances in accordance with the procedure provided him, free from coercion, interference, restraint or reprisal.

The informal resolution of differences or grievances is urged and encouraged at all levels of supervision.

Commanding Officers and Reviewing Officers shall promptly consider grievances presented to them and, within the scope of their authority, take such necessary action as is required herein.

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Commanding Officers, Reviewing Officers and members of the Personnel Grievance Board shall consider objectively the merits of grievances, with due consideration to the harmonious interrelationship that is sought to be achieved among all members of the force and for the good of the Police Department.

Grievances shall be processed according to the following procedure:

(a) Step 1. - A member who feels that he has been aggrieved may orally or in writing present his grievance to his Commanding Officer who shall carefully consider the matter, and within five days make a determination and advise the member of the decision.

(b) Step 2. - If the grievance is not adjusted, the member may not later than ten days after the completion of Step One, seek the following review:

The member shall reduce the grievance to writing on Form U.F. 49 (in triplicate), setting forth a concise resume of the grievance and the results of the proceedings at Step One. He shall forward two copies to the designated Reviewing Officer and retain one copy for his own use. The Reviewing Officer shall forward one copy to the Commanding Officer requesting his comments. The Reviewing Officer promptly and not later than ten days after receipt of the grievance, shall carefully consider said grievance, make a determination, and notify the member and the Commanding Officer of his decision.

(c) Step 3. - If the grievance is still not adjusted, the member may, not later than ten days after notification of the decision of the Reviewing Officer seek further review as follows: The member shall prepare a report on U.F. 49 (in quintuplicate) setting forth a resume of the grievance and the results of the proceedings at Steps One and Two. He shall forward four copies of the report through official channels to the Chairmanj Personnel Grievance Board retaining one copy for his own use. The Board shall forward one copy to the Reviewing Officer requesting his comments thereon. The Personnel Grievance Board shall meet at least once a month on a date designated by the Chairman. At each meeting, the Board shall consider all grievances which, at least five days prior to such meeting, have been properly referred to the Board. The Board shall permit the member and his representative to be present and to present oral and written statements.

At every step of these procedures, the member and the officers considering the grievance shall work for a satisfactory adjustment. At any step, the Commanding Officer, the Reviewing Officer, and the Board shall have the right to summon the member and any and all persons considered necessary to the equitable adjustment of the grievance. Proceedings shall be . informal.

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The Chairman of the Personnel Grievance Board shall take such steps to implement the provisions concerning grievances as are necessary for the proper and effective operation of the procedures provided for herein. He shall resolve questions as to jurisdictional responsibility of Commanding Officers and Reviewing Officers and shall work out the operational detail of the program. For these purposes, the Chairman is authorized to issue orders and instructions through the Chief inspector not inconsistent with the provisions of these procedures.

The Board shall make a determination and notify the member, his Commanding Officer and the Reviewing Officer of its decision within seven days after the meeting at which a grievance is considered. Where the matter is not adjusted, the Board shall refer the grievance to the Police Commissioner for final determination.

(d) Step 4. - Where the grievance is not adjusted at Step 3 and the Board refers the grievance to the Police Commissioner for final determination the Police Commissioner shall make his determination within twenty days of receipt of the grievance. This determination shall be made after appropriate consultation with any or all parties to the grievance, including the Chairman of the Board and/or the Board members.

(3) The grievance procedure established hereinbefore is designed to operate within the framework of, and is not intended to abolish or supersede, existing rules and procedures providing for additional methods of redress. These include, but are not limited to, the existing rights of a member to request an interview with the Police Commissioner.

(4) Any employee may present his own grievance through the first four steps of the grievance procedure either personally or through an appropriate representative or through an organization of which he is a member, provided, that where an employee organization has been certified as the exclusive bargaining agent for the employee unit, a grievance may be presented and processed either by such certified employee organization or by the individual employee, but not through any other employee organization.

(5) Each certified employee organization representing members of the police force of the Police Department shall have the right to bring grievances unresolved at the Fourth Step to impartial arbitration by an arbitrator on the register of the board of collective bargaining, under procedures established by such board. As a condition to such right, the grievant and such organization shall be required to file with the director of the office of collective bargaining a written waiver of the right, if any, of said grievant and of said organization to submit the underlying dispute to any other administrative or judicial tribunal except for the purpose of enforcing the arbitrator's award. The City and the employee organization which is party to the particular grievance shall each pay 50% of the fees and expenses of the arbitrator and of related expenses incidental to the handling of such arbitration.

(6) In case of grievances falling within Sections 8b (1) (e) (A), (B), or (C), the arbitrator's decision, and order or award (if any), shall be limited to the application and interpretation of the collective bargaining agreement, Mayoral personnel order, rule, regulation, or job classification involved, and the arbitrator shall not add to, subtract from, or modify any such agreement, order, rule, regulation or job classification. An arbitrator's award shall be final and binding, and enforceable in any appropriate tribunal in accordance with article seventy-five of the civil practice law and rules, except that awards as to grievances concerning assignment of the grievant to duties substantially different from those stated in his job classification, or the use of opencompetitive rather than promotional examination, shall be final and binding and enforceable only to the extent permitted by law. An arbitrator may provide for and direct such relief as he determines to be necessary and proper, subject to the limitations set forth above and any appplicable limitations of law.

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(7) The availability of grievance or arbitration procedure hereunder shall not justify a failure to follow orders.

(8) No grievance based on a dispute which arose more than thirty days prior to the effective date of this Executive Order may be brought to arbitration hereunder.

c. In case of grievances falling within sections 8 (a) (2) (A), (B), or (C), the arbitrator's decision, and order or award (if any), shall be limited to the application and interpretation of the collective bargaining agreement, Mayoral perperpretation under section two hundred twenty of sonnel order, determination under section two hundred twenty of the labor law, rule, regulation, or job classification involved, and the arbitrator shall not add to, subtract from, or modify any such agreement, order, determination, rule, regulation or job classification. An arbitrator's award shall be final and binding, and enforceable in any appropriate tribunal in accordance with article seventy-five of the civil practice law and rules, except that awards as to grievances concerning assignment of employees to duties substantially different from those stated in their job classifications, or the use of open-competitive rather than promotional examination, shall be final and binding and enforceable only to the extent permitted by law. An arbitrator may provide for and direct such relief as he determines to b be necessary and proper, subject to the limitations set forth above and any applicable limitations of law.

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d. The availability of grievance or arbitration procedure hereunder shall not justify a failure to follow orders.

e. No grievance based on a dispute which arose more than thirty days prior to the effective date of this Executive Order may be brought to arbitration hereunder.

§9. EFFECTIVE DATES OF AGREEMENTS AND RETROACTIVITY.

When a collective bargaining agreement covering a collective bargaining unit is concluded following the termination of a prior agreement covering that same unit, those provisions of the new agreement which by their nature can be made retroactive, and which the City has customarily made retroactive, shall be retroactive to the termination date of the prior agreement, provided that nothing herein contained shall prohibit the parties from agreeing, or an impasse panel from recommending, that any benefit or other provision of a collective bargaining agreement be staggered or phased following the effective date thereof.

When a collective bargaining agreement is concluded covering a unit as to which no collective bargaining agreementwwas in effect, the effective date or dates of the provisions thereof shall be the subject of negotiation.

\$10. PROTECTION OF EMPLOYEES IN THE EXERCISE OF THEIR RIGHTS.

There shall be no discrimination against any employee because he exercises the right of self-organization, presents a grievance, or gives testimony or information in any hearing or conference relating to any matter presented or arising under this Executive Order.

§11. PRIOR EXECUTIVE ORDERS.

The Executive Order on the Conduct of Labor Relations Between the City of New York and Members of the Police Force of the Police Department issued March 29, 1963, is hereby superseded. Executive Order No. 49, on the Conduct of Labor Relations Between the City of New York and its Employees, issued March 31, 1959, is hereby superseded insofar as it applies to mayoral agency employees.

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§12. EFFECTIVE DATE.

This Executive Order shall take effect on whichever of the following dates occurs first:

(a) November 1, 1967, or

(b) the date on which the director of the office of collective bargaining certifies in writing to the Mayor that such office is administratively prepared to implement all the provisions of the New York City Collective Bargaining Law.

This Executive Order shall be amended to show its actual effective date.

October 2 , 1967 Lindsav John Mayor



MEMORANDUM

TO: HEADS OF ALL CITY AGENCIES

FROM: MAYOR JOHN V. LINDSAY

SUBJECT: AMENDMENT OF THE EFFECTIVE DATE OF EXECUTIVE ORDER 52, ISSUED OCTOBER 2, 1967

Section 12 of Executive Order 52, issued October 2, 1967 is hereby amended to read as follows:

§12. EFFECTIVE DATE.

This Executive Order shall take effect on whichever of the following dates occurs first:

*(a) [November 1, 1967] January 1, 1968, or

(b) The date on which the director of the office of collective bargaining certifies in writing to the Mayor that such office is administratively prepared to implement all the provisions of the New York City Collective Bargaining Law.

> John V. Lindsay Mayor

This Executive Order shall be amended to show its actual effective date.

*Matter underlined is new, matter bracketed is to be deleted

October 31, 1967



EXECUTIVE ORDER NO. 53

OCTOBER 11, 1967

JURISDICTION OVER MUNICIPAL ARCHIVES AND RECORDS CENTER

WHEREAS, various studies have demonstrated the need for a comprehensive program establishing a record management system in the City of New York; and

WHEREAS, such studies have demonstrated the advisability of bringing the Municipal Archives and Records Center within the jurisdiction of the City Register at this time, in order to facilitate the implementation of records management programs in all departments and agencies; and

WHEREAS, in furtherance of the foregoing objective, the Board of Estimate, by resolution adopted on July 27, 1967 as Calendar Item No. 358, authorized the temporary transfer of the Municipal Archives and Records Center from the jurisdiction of the New York Public Library to the City Register;

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the City of New York, and subject to the powers vested in the Board of Estimate, it is hereby ordered as follows:

Section 1. The jurisdiction, administration and operation of the Municipal Archives and Records Center is hereby transferred to the City Register.

§ 2. Executive Order No. 123 of September 21, 1964 is hereby rescinded insofar as it provides for the administration and operation of the Municipal Archives and Records Center by the New York Public Library.

§3. This order shall take effect immediately.

John V. Lindsay Mayor



EXECUTIVE ORDER NO. 54

November 1, 1967

Establishment of a Related Agencies Division to Implement "One Stop Service" for Building Construction Industry

WHEREAS, it is presently necessary to secure approvals, clearances, certifications and validations from a number of City departments prior to approval of plans for construction or alteration of structures, and the issuance of construction permits and certificates of occupancy; and

WHEREAS, the centralization, in a single location, of the processing of applications and requests for such approvals, clearances, certifications and validations and the merger of certain inspection functions in connection therewith will eliminate waste and duplication and provide expeditious service to the public;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, I hereby order as follows:

1. A Related Agencies Division is hereby established, to be subject to the general supervision of the Deputy Mayor-City Administrator. Such Division shall be staffed with non-uniformed personnel of the Fire Department, and personnel of the Buildings Department, Health Department, Department of Highways, Department of Air Pollution Control, Real Property Assessment Department and the Department of Public Works to be assigned by the heads of such agencies on the basis of qualifications for performing the functions of such Division, as hereinafter prescribed.

2. In each borough office of the Department of Buildings, there shall be established a branch of such Division which shall be staffed with such personnel of the Division as the Deputy Mayor-City Administrator may deem necessary for performance of the functions of the Division in such borough. Such personnel shall perform their
duties under the immediate supervision of the respective borough superintendents of the Department of Buildings, subject to the overall administrative supervision of the Deputy Mayor-City Administrator. Such personnel shall retain their status as employees of their respective departments and each such employee shall exercise or perform his departmental functions, powers and duties in accordance with the laws, rules, regulations and procedures applicable to such department.

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3. The departmental representatives assigned to each borough branch of the Division, as hereinabove provided, shall, subject to the terms of this Order, perform all functions of processing, examination and inspection preliminary to final official action by their respective Department heads with respect to the matters hereinafter set forth and shall furnish information, as follows:

(a) Fire Department -

Inspection and approval of fire alarm systems (initial installation), and sprinkler and standpipe systems.

(b) Department of Health -

Approval of plans for and inspection and certification of septic tank systems (including "Percolation Test").

(c) Department of Highways -

Endorsement of liability insurance. (1)

- Receipt of paving plans and expediting (2) of subsequent endorsement of an installation of paving or acceptance of a performance bond.
- (d) Department of Air Pollution Control -

Approval of plans for fuel-burning equipment and incinerators

(e) Real Property Assessment Department -

Furnishing of information with respect to tax maps and endorsement of block and lot numbers. (f) Department of Public Works -

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- Furnishing of information and granting of approvals with respect to existing sewers.
- (2) Furnishing of information and expediting of approvals for new sewer plans and other drainage facilities.

4. Inspectors of the Department of Buildings who have the qualifications deemed satisfactory by the Commissioners of Fire, Highways and Air Pollution Control may be authorized by such Commissioners to perform inspections, or assist in performing inspections, for the following purposes:

(a) Fire Department -

Tests of sprinkler and standpipe systems.

(b) Department of Highways -

Inspection of sidewalks.

(c) Department of Air Pollution Control -

Inspection of heating equipment and incinerators at time of original installation.

5. All heads of agencies mentioned in this Order are hereby directed to exercise their powers, under the direction of the Deputy Mayor-City Administrator, for the purpose of implementing a "One Stop Service" program as set forth in this order.

6. Each Commissioner whose approval is required before a building permit or certificate of occupancy may be issued by the Commissioner of Buildings, shall notify the Commissioner of Buildings of his approval or disapproval of a request or application therefore within a period of ten business days after receipt of a written request from the Commissioner of Buildings. Whenever a Commissioner cannot issue an approval or denial within ten business days after receipt of a request from the Commissioner of Buildings, he shall promptly notify the Deputy Mayor-City Administrator in writing of the reason for his inability to issue such approval or denial and shall forward a copy to the Commissioner of Buildings. 7. This order shall take effect November 1, 1967.

V. Lindsay John Mayor





CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 55

November 2, 1967

ESTABLISHMENT OF THE MODEL CITIES COMMITTEE

WHEREAS, the Demonstration Cities and Metropolitan Development Act of 1966 (hereafter referred to as the Model Cities program) calls for "a comprehensive attack on social, economic and physical problems in selected slum and blighted areas through the most effective and economical concentration and coordination of federal, state and local public and private efforts," and

WHEREAS, widespread and extensive citizen participation is essential to the success of the Model Cities program, and

WHEREAS, the City of New York by action of the Board of Estimate on April 6, 1967 (Cal. No. 179) authorized the application to the federal government for assistance under the Model Cities program for three areas in the City of New York described as Central Brooklyn, Harlem-East Harlem, and South Bronx-Morrisania, and

WHEREAS, direction and supervision of the municipal participation in the Model Cities program is to be undertaken by the Model Cities Committee, as provided for in the application submitted to the federal government, and

WHEREAS, the creation of the Model Cities Committee complies with the requirements of the Model Cities program for administrative coordination of governmental activities in the Model Cities areas, and

WHEREAS, this Model Cities Committee is essential to effectuate the purposes of the Model Cities program and to obtain the cooperation of governmental agencies carrying out programs in the Model Cities areas,

NOW, THEREFORE, by virtue of the power vested in me as Mayor of the City of New York, it is hereby ordered as follows: Executive Order No. 55 - 2 -

November 2, 1967

Section 1. There is established in the Office of the Mayor, the Model Cities Committee which shall consist of the Director of City Planning, who shall be chairman; the Director of the Budget; and four other members who shall be designated by the Mayor and shall serve at his pleasure.

§2. The Committee shall, with the approval of the head of the agency involved, designate such personnel of City agencies as it may deem necessary to serve as its staff, and shall designate an Executive Secretary who shall report to the Chairman and to the Committee and shall be responsible for following up on its decisions.

§3. The Committee shall employ Area Directors and necessary supporting staff in each of the Model Cities areas. The Area Directors shall be responsible for:

- Ensuring full and effective participation in (a) the Model Cities program by neighborhood groups and organizations;
- (b) Establishing a local policy committee to develop a Model Cities program for the area;
- Coordinating existing programs operating in (C) Model Cities areas for the purpose of effectuating the Model Cities program;
- Supervising the preparation and effectuation of (d) Model Cities plans and programs.

All contracts entered into by the Committee, \$4. acting through its Chairman, shall be approved by the Mayor.

The Committee shall have the following \$5. functions, powers and duties:

> Develop policy guidelines for the City's role (a) in the New York City Model Cities program and establish priorities among various programs in light of available resources;

Executive Onder No. 55 - 3 -

November 2, 1967

- (b) Review activities of City departments and administrations executing the Model Cities program, and establish policy guidelines for the conduct of such activities within the Model Cities areas. Decisions made by the Committee are to be given highest priority within each City department for immediate action.
- Allocate available financial resources for the (C) planning, development, and operation of such a program and to approve the final program as developed in each model neighborhood;
- Administer the Model Cities budget, including (d) City allocations and any resources made available by federal or state governments or private agencies;
- Advise the Mayor, the City Council, and the Board (e) of Estimate on the progress of the program.

\$6. Decisions of the Committee (pursuant to Sections 5 (c) and (d) of this Order) must include the affirmative votes of all the members. In the event of a dissenting vote or abstention, the matter should be referred to the Mayor, or his authorized delegate, for his decision.

§7. Upon the request of the Model Cities Policy Committee every agency is directed to designate a staff member at policy level to be its liaison for the Model Cities program and to cooperate in furnishing such available staff resources for service within the Model Cities areas as may be requested by the Policy Committee.

§8. The Committee may require such reports, analyses, and statements from the agencies of the City as it may deem necessary for the proper performance of its duties hereunder.

> John May



CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 56

November 28, 1967

ESTABLISHMENT OF THE HOUSING AND DEVELOPMENT ADMINISTRATION

WHEREAS, the City Council has passed and I, as Mayor, have approved a local law designated as Local Law No. 58 of 1967 which amends the City Charter and Administrative Code and provides for the consolidation into a Housing and Development Administration of the functions, powers and duties of the Housing and Redevelopment Board, the Department of Buildings, the Rent and Rehabilitation Administration, the Department of Relocation, certain functions, powers and duties of the Department of Real Estate, and such functions, powers and duties vested in the New York City Housing Authority as may be transferred to the City of New York, and

WHEREAS, such local law provides by its terms that it shall take effect on such date as I shall provide by executive order, and

WHEREAS, implementation of such local law requires the creation of an organizational structure to fulfill the Housing and Development Administration's myriad responsibilities, and

WHEREAS, implementation of such local law and of the housing and physical development programs of the City of New York requires coordination of the operations of other agencies of the city government with the operation of the Housing and Development Administration, and

WHEREAS, establishment of effective liaison with the federal and state governments is desirable to enhance eligibility for and use of federal and state programs of financial aid,

NOW, THEREFORE, by the power vested in me as the Mayor of the City of New York, I hereby order as follows:

1. The effective date of Local Law No. 58 shall be December 1, 1967.

2. The Housing and Development Administrator shall, in his discretion, organize the administration into departments, divisions or offices, and make assignments of powers and duties EXECUTIVE ORDER NO. 56

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among them and from time to time change such organization or assignments, subject only to the extent to which the organization is prescribed by law and to the extent that the powers and duties of certain officials of the administration are authorized pursuant to the provisions of section 1801 of the Charter.

3. The Housing and Development Administration shall have the power and duty to manage real property acquired by the City for urban renewal purposes and real property which is acquired by the City for the purpose of the housing and development program; and where such real property is to be acquired by purchase, the Administration shall have the power to negotiate for such purchase.

4. The Housing and Development Administration shall have the power and duty to demolish buildings and structures on real property located in urban renewal areas.

5. The Commissioner of Real Estate, in exercising his functions and responsibilities when appointed a receiver for multiple dwellings under the provisions of the Multiple Dwelling Law or the Administrative Code, shall cooperate with the Housing and Development Administration to the maximum extent possible.

6. The Housing and Development Administration shall have and exercise the responsibility and functions of the City of New York with respect to the execution of precepts directing the demolition of unsafe or dangerous structures.

7. The Housing and Development Administrator, to the extent that the New York City Housing Authority is subject to the jurisdiction of the Mayor, shall have the powers and duties with respect to such Authority which are described in Executive OrderNNo. 34 dated November 22, 1966.

8. The Housing and Development Administrator, in cooperation with the Director of the Budget and the Chairman of the City Planning Commission, shall make such appropriate staff arrangements as are required to insure coordinated review of all capital budget programs relating to urban renewal and development areas.

9. The Housing and Development Administration is designated to act as the representative of the City of New York in relation to the housing and urban renewal programs of the United States Department EXECUTIVE ORDER NO. 56

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of Housing and Urban Development and the New York State Division of Housing and Community Renewal.

10. Executive Order No. 34, dated November 22, 1966, except insofar as it is expressly preserved by any of the provisions of this order, is hereby repealed.

John VV Lindsay Mayor





CITY OF NEW YORK OFFICE OF THE MAYOR NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 57 December 22, 1967

CREATION OF ADDICTION SERVICES AGENCY

WHEREAS, experience has demonstrated that there is a close relationship of drug addiction to other social problems in high endemic addiction communities, and that there is a great need for the City's drug rehabilitation and prevention programs to be linked with other government agencies which attack these social problems, and

WHEREAS, it is necessary and desirable to coordinate the functions and activities of the City's drug addiction programs with its poverty, manpower and community development programs, as well as its health programs, and

WHEREAS, the Charter empowers the Mayor at any time, by Executive Order, to create or abolish bureaus, divisions or positions within his executive office as he may deem necessary to fulfill his duties and from time to time, by executive order, to delegate or withdraw from any member of said office, specified functions, powers and duties, except his power to act on Local Laws or Resolution of the Council, to act as a Magistrate or to appoint or remove officials,

NOW THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered as follows:

Section 1. Addiction Services Agency

There shall be created in the Human Resources Administration a bureau or division which shall be known as the Addiction Services Agency. This Agency shall be headed by a Commissioner to be known as Commissioner of Addiction Services Agency, who shall be appointed by the Mayor. The Mayor may appoint three Deputy Commissioners, one of whom shall be known as the First Deputy Commissioner.

Continued ...



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Section 2. Functions, Powers and Duties of Commissioner

The Commissioner shall have the following functions, powers and duties with respect to dealing effectively with addiction resulting from narcotics and dangerous drugs of any type:

> (a) Be responsible for development, operation, coordination and evaluation of:

> > (1) programs designed for the care, treatment and rehabilitation of persons addicted to narcotics and dangerous drugs of any type, referred to subsequently in this

> > > Order as addicts.

(2) research and demonstration projects established to obtain information relating to the care, treatment and rehabilitation of addicts by agencies of the City of New York or by voluntary and private agencies financed or otherwise supported in whole or in part by the City of New York.

(b)

Advise the Administrator, Human Resources Administration, of all matters pertaining to addicts, including research, demonstration, services, legislation, education, training and related matters including the status of City programs, and other programs sponsored in whole or in part by the City, providing care, treatment and rehabilitation of addicts.

(c) Evaluate present and proposed research designs, demonstration projects, service programs and other requests related to addicts in New York City before public funds are made available.

(d) Undertake or promote educational and prevention programs which will acquaint the public with the various problems of addiction resulting from narcotics and other dangerous drugs.

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- (e) Undertake or promote training programs for persons in public, voluntary and private agencies dealing with addicts.
- (f) Represent the Mayor and the City of New York in matters related to addiction.
- (g) Participate in cooperative efforts of the Federal, State and regional governments to deal with the problems of addiction.

Section 3. This Order rescinds and supersedes Executive Order No. 99, dated November 3, 1961, Executive Order No. 182, dated December 23, 1965, and Executive Order No. 16, dated July 7, 1966.

Section 4. This order shall take effect immediately.

John V. Lindsay Mayor

