

E.O.# 2

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see Annex A
Supp. Order 1

EXECUTIVE ORDER NO. 2

PURSUANT TO THE PROVISIONS OF SECTIONS THREE, SEVEN AND subdivision b of section eleven hundred-two of the New York City Charter, it is hereby ordered:

1/1/74

1. There shall be three deputy Mayors, one of whom shall be designated First Deputy Mayor.
2. The First Deputy Mayor shall
 - (a) Supervise the activities of the Executive Office of the Mayor.
 - (b) In the absence of the Mayor from sessions of the Board of Estimate act on behalf of the Mayor on such Board of Estimate and represent the Mayor when so directed by the Mayor on any other Board, committee, commission or corporation of which the Mayor is a member.
 - (c) Direct the activities and operations of all administrations, departments, commissions, boards and agencies.
 - (d) Maintain liaison and review activities of all public authorities operating within the City, the Board of Education and the City University of New York.
 - (e) Consult with and advise the Mayor on matters of City policy and perform such other duties as the Mayor may direct.
3. One Deputy Mayor shall
 - (a) In the absence of the Mayor from sessions of the Board of Estimate act on behalf of the Mayor at such sessions of the Board of Estimate and represent the Mayor when so directed by the Mayor on any board, committee, commission or corporation of which the Mayor is a member.
 - (b) Act on behalf of and be policy advisor to the Mayor in regard to all federal, state and local legislative matters affecting the City; direct the activities of the Mayor's legislative representative, the Albany office, and the Washington, D. C. office; represent the Mayor before Congressional and State legislative committees, maintain liaison with the Office of the President and all Federal departments and agencies thereof, the Governor's Office and all State Departments and agencies thereof, the Board of Estimate and the City Council; and supervise the activities of the New York City Commission for the U.N. and the Consular Corps.
 - (c) Serve as the Mayor's representative on and maintain liaison with regional bodies and intergovernmental agencies operating within the New York Metropolitan region.
 - (d) Maintain liaison with the United States Conference of Mayors, the National League of Cities and the New York State Conference of Mayors and other similar bodies.

(e) Advise and assist the Mayor in the development and coordinating of Federal, State and City legislative strategy.

(f) Consult with and advise the Mayor on matters of City policy and perform such other duties as the Mayor may direct.

4. One Deputy Mayor shall

(a) In the absence of the Mayor from sessions of the Board of Estimate act on behalf of the Mayor on such Board of Estimate and represent the Mayor when so directed by the Mayor on any other board, committee, commission or corporation of which the Mayor is a member.

(b) Advise the Mayor in regard to and coordinate the planning of the City agencies in regard to urban renewal, public and public-aided housing and housing and neighborhood improvement programs, and have liaison with the Community Boards.

(c) Supervise the activities of the Office of Midtown Planning, the Office of Lower Manhattan Development, the Office of Staten Island Development, the Office of Downtown Brooklyn Development, the Office of Jamaica Development and the Office of Apparel Industry.

(d) Maintain liaison with the Off-Track Betting Corporation, the Health and Hospitals Corporation, the Criminal Justice Coordinating Council, the Office of Neighborhood Action, the Urban Task Force, the New York City Commission on Human Rights, the Education Task Force, the Volunteer Coordinating Council, the Youth Counsel Bureau, the Office of Labor Services and the Office for the Aged.

(e) Maintain liaison with civic and community groups in matters relating to activities of the City government.

(f) Consult with and advise the Mayor on matters of City policy and perform such other duties as the Mayor may direct.

5. Executive Order No. 71 dated April 2, 1968, Executive Order No. 20 dated July 15, 1970, Executive Order No. 23 dated August 24, 1970, Executive Order No. 31 dated January 18, 1971 and Executive Order No. 74 dated January 23, 1971 are amended so as to delete therefrom references to Deputy Mayor-City Administrator and City Administrator.

6. Executive Order No. 9 dated March 4, 1966 and Executive Order No. 4 dated January 28, 1970 are hereby rescinded.

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ABRAHAM D. BEAME, Mayor.

Amended by Exec Order 40, 1975
Part Amended by Exec Order 7, 1974