



2020-07-06

To: Education, Department of (DOE)

From: Municipal Library Staff

The New York City Charter, Chapter 49, Section 1133, requires that agencies submit to the Department of Records and Information Services (DORIS) all reports, documents, studies and publications required by local law, executive order, or mayoral directive to be published, issued, or transmitted to the City Council or Mayor, within 10 business days of their publication. For any report that is not received within 10 business days of the publication date, DORIS is required to email the agency to request the report, and to provide the text of that email in place of the report in the Government Publications Portal.

Consistent with these requirements, DORIS hereby requests the transmission of the report shown below, which DORIS has not received as of 2020-07-06. Please submit this report to the Government Publications Portal. If you have questions, please contact staff at the Municipal Library at [munilib@records.nyc.gov](mailto:munilib@records.nyc.gov).

**Required Report Type:** Summer Meals Report

**Report Description:** Report with information regarding summer meals including, but not limited to, locations where such meals will be available, the times and dates during which such meals will be available and any guidelines regarding eligibility for such meals

**Reporting Frequency:** Every 1 Year

**Report Due Date:** 2020-06-01

**Authorizing Resource (Charter and Code):** New York City Administrative Code Chapter 21-A, Section 979

**Authorizing Resource (Local Law):** LL 4/2018