

THE CITY OF NEW YORK  
HOUSING AND DEVELOPMENT ADMINISTRATION  
DEPARTMENT OF BUILDINGS

DEPARTMENTAL MEMORANDUM

DATE: April 8, 1970

TO: John Andrea, Chief Inspector - Boiler Division  
FROM: Thomas V. Burke, P.E., Director of Operations  
SUBJECT: Denial of Application for Engineers License

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When it has been determined that an applicant for an engineers license is not qualified under the terms of the examination announcement, the applicant shall be so notified in writing. This notice shall be signed by the inspector making the determination and countersigned by the Chief Inspector of the Boiler Division and shall be mailed to the applicant within one month of the initial interview date. A signed copy of this notice shall be inserted in the application folder.

This procedure is to be put into effect immediately.

  
Thomas V. Burke, P.E.  
Director of Operations

TVB/JTW/sl

cc: staff  
Boiler Division (35)