

The City of New York  
DEPARTMENT OF BUILDINGS

Departmental Memorandum

Directives & Memoranda

To: Members of Staff and Borough Superintendents

Date: June 18, 1969

From: John T. O'Neill, Commissioner

Subject: Issuance of Memorandums and Directives

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This directive supersedes previous interdepartmental communications on the same subject.

Prior to the issuance of any memorandums or directives establishing departmental procedure or interpretation of law, they shall be submitted in writing to the Director of Operations so that they may be reviewed for conformance with department policy.

One of the purposes of this directive is to insure, to the extent possible, that application of the building laws is uniform throughout the five boroughs. Another is to determine that procedures and interpretations conform to department policy.

The Director of Operations shall forward to the various professional and builders organizations such copies of directives and memorandums that may affect their activities. This shall be done so that members of the organizations may be made familiar with requirements of the department and with interpretations of applicable laws.

(Signed)

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John T. O'Neill  
Commissioner