

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

DEPARTMENTAL MEMORANDUM

DATE: November 4, 1971

TO: Borough Superintendents

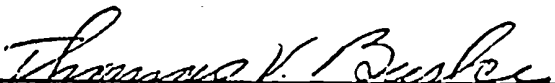
FROM: Thomas V. Burke, Director of Operations

SUBJECT: Certificates of Occupancy for Schools of  
Board of Education

A copy of a memorandum of Hugh McLaren, Jr., Executive Director of the Office of School Buildings of the Board of Education, dated November 1, 1971, is attached, which requires that notice of schools that will open on the following September be sent to the Borough Superintendents on June 1st. This will permit processing of applications for certificates of occupancy after notice and will permit the work required for a certificate of occupancy to be completed.

TVB/df  
Att.

CC: Exec. Staff

  
Thomas V. Burke  
Director of Operations

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