Administration
Policy and Procedure Notice # 12/87

TO: Distribution

From: Charles M. Smith, Jr., Commissioner

Subject: Designation of Records Access Officer

Date of Issuance: September 28, 1987

Pursuant to the Freedom of Information Law (Public Officers Law, Art. 6) and sections 1113 and 1114 of the New York City Charter, and the rules promulgated thereunder, I hereby make the following designations:

RECORDS ACCESS OFFICER
Charles G. Sturcken
Deputy General Counsel
60 Hudson Street
New York, N.Y. 10013
(212) 312-8130

APPEALS OFFICER
Charles R. Foy
General Counsel
60 Hudson Street
New York, N.Y. 10013

[Signature]

CHARLES M. SMITH, JR.

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