

DSNY EMERALD SOCIETY STUDY SESSIONS

1. Department personnel when servicing a New York City Agency or Department can pick up the following.
 - A. Televisions
 - B. Monitors, Towers
 - C. Keyboards
 - D. None of the above

2. When a department crew is servicing a New York City Firehouse the crew can pick up fluorescent if they are:
 - A. High Intensity Discharge
 - B. High pressure sodium
 - C. Metal halide lamps
 - D. All of the above
 - E. None of the above

3. If prohibited materials are waste light bulbs, televisions, and computers are placed out for collection by a city agency they must be:
 - A. Collected by crew
 - B. Supervisors must inform agency utilize a special pick up by the department
 - C. Supervisors instruct agency that material is picked up bi-monthly by department
 - D. Supervisors shall inform the city agency they must utilize a private electronics recycling vendor for disposal
 - E. None of the above

4. The department of sanitation is mandated under the city chapter to provide collection of residential and certain non-residential refuse, recyclable and bulk items to New York City residents.
 - A. True
 - B. False

5. A certificate of occupancy is not required for non-profit organizations that lease or rent their space.
 - A. True
 - B. False

6. If a request for collection service is from a non-profit organization, a notice of assessment statement from the department of finance and /or a letter from another city agency stating that they directly fund them at the address in which they are requesting service is required.

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- A. True
 - B. False
7. After a DS 1110 (BCC Request for Collection Service/ Inspection Report) is completed by the collection office it is then forwarded to:
- A. District for field inspection
 - B. Corresponding borough office to start service
 - C. Corresponding borough office to be logged in
 - D. District superintendent for inspection
8. After DS 1110 is completed at district the application is then sent to the borough office for the borough Chiefs signature and to start service.
- A. True
 - B. False
9. When a request for new collection service is received the entire procedure takes approximately from the initial letter of request is received.
- A. 5 days
 - B. 7 business days
 - C. 1 week
 - D. 2 weeks
 - E. 4 weeks
10. All roof drains will be cleaned to permit the free flow of water in all department location. All DS 281's for standing water problems will be.
- A. Sent to BBM
 - B. Hand delivered to Deputy Chief of facilities
 - C. Hand delivered to BBM
 - D. Sent to BBM with clogged drain written in RED across top
11. Garage supervisor after inspecting location for standing water will:
- A. Call snow office
 - B. Send memo to borough indicating date and time of inspection
 - C. Note in blotter what action was taken
 - D. None of the above

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12. When requesting for access to DS facilities the request must be approved in advance by:
- A. Bureau of Legal Affairs
 - B. Borough Chief
 - C. Chief of Bureau Operations Office
 - D. None of the above
13. Any one interested in interviewing department personnel including WEP's must get prior approval from:
- A. Borough Chief
 - B. District Superintendent
 - C. Operations
 - D. None of the above
14. When a person receives approval to interview department personnel they must interview person in:
- A. District Superintendent's office
 - B. Garage office
 - C. Borough office
 - D. Not on Department property
15. District Superintendents are responsible for reporting and removal of graffiti on department locations and equipment.
- A. True
 - B. False
16. Operators of equipment are responsible for the reporting of graffiti to the garage supervisor. When possible, the garage supervisor will immediately assign personnel to clean the graffiti.
- A. True
 - B. False

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17. When the graffiti cannot be cleaned on the same shift or touched up the vehicle will be entered as BCCU down in the SCAN System. This vehicle will remain down until the graffiti is addressed. If a situation arises where a district needs a truck that is down for graffiti, that truck:
- A. Cannot be used until graffiti is removed
 - B. Can be used only on baskets
 - C. Can be used as a working down but district must notify BME
 - D. Can be used as a working down but district must notify borough command and borough must notify Equipment Office.
18. The Bureau of Building Management must be notified immediately when the "PTT" has reached.
- A. $\frac{1}{2}$ of its capacity
 - B. $\frac{3}{4}$ of its capacity
 - C. $\frac{1}{3}$ of its capacity
 - D. $\frac{2}{3}$ of its capacity
 - E. None of the above
19. The Bureau of Building Management has 5 working days in which to respond to cleaning of "PTT" if after 5 working days no response then the garage supervisor:
- A. Will call BBM again
 - B. Will call BBM again note in shift to shift book
 - C. Will call Borough Operations Superintendent who will call BBM
 - D. Will call Borough Operations Superintendent who will notify Equipment Office
 - E. All of the above
20. At the last New York State legislation session, a significant victory to greatly expand the area outside the City's five counties where personnel can live. The bill contains the restriction that this applies only after the member has:
- A. Finished probation
 - B. Completed 5 years
 - C. Completed 10 years
 - D. Been hired before 2000
 - E. All of the above

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21. Due to the impact of escalating energy costs on the City of New York's budget for Fiscal Year 2007, thermostats should be set to:

- A. 68
- B. 70
- C. 78
- D. 69
- E. None of the above

22. Hot water temperatures are to be set no higher than:

- A. 105
- B. 110
- C. 125
- D. 130
- E. None of the above

23. All garage supervisors will perform a complete physical inspection of their facility and equipment at the beginning and end of each shift. This inspection will include:

- A. All locked doors and windows are secured
- B. All vehicles will be inspected for damage
- C. All vehicles have complete department markings (location, vehicle indent., export permits)
- D. All vehicles have current inspection stickers
- E. All of the above

24. Garage supervisors must perform a check of all filler ports, manways and dispensers and note this inspection in the remarks column of the fuel book (DS 740)

- A. Every shift
- B. Daily by 8-4 supervisor
- C. Weekly
- D. Monthly
- E. All of the above

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25. Fill ports should be closed and in good operating order. The area surrounding the fill neck must be free of dirt, mud, water or any debris. If one, all or any combination of these are present it must be cleaned:
- A. Before next delivery
 - B. On the night shifts
 - C. When surplus personnel is available
 - D. Immediately
 - E. None of the above
26. If the area surrounding the fill neck is dirty, or contains mud, water or any debris, the area cannot be cleaned by using:
- A. Small shovel
 - B. Wet/dry vacuum
 - C. Blow area clean with the air hose
 - D. Dry vacuum
 - E. All of the above
27. Fuel drops should be monitored as follows (especially E 10 / E 85) fuel tank should be monitored for water (via Veeder Root)
- A. 5 minutes after a fuel drop
 - B. 10 minutes after a fuel drop
 - C. 15 minutes after a fuel drop
 - D. 20 minutes after a fuel drop
 - E. None of the above
28. Garage supervisors must check the garage floor drain oil separators at least once every
- A. Shift
 - B. Week
 - C. Two weeks
 - D. Month
 - E. All of the above

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29. When is it evident that a litter basket is being improperly used by area residents to dispose of household refuse, or by businesses, commercial establishments or sidewalk vendors to dispose of refuse, or if the location is a chronic dump-out area, the basket shall be removed! Prior to the removal of any litter baskets for this reason, a complete investigation into the misuse of the basket will be performed by:
- A. Supervisor
 - B. District superintendent
 - C. Deputy Chief
 - D. Enforcement
 - E. None of the above
30. When basket collection and/or household collection service in an area is reduced, and the litter basket is no longer able to be serviced as required to prevent an overflowing condition:
- A. The basket shall be removed
 - B. Place another basket at location
 - C. Leave basket on location
 - D. Replace basket with high-end basket
 - E. All of the above
31. When a person, business or civic organization is of the opinion that a litter basket should not be placed at a particular location or that an existing basket should be removed from any location, the individual, business or civic organization shall be instructed to forward a written request stating the reason(s) why the basket should be removed to:
- A. Commissioner
 - B. Borough Chief
 - C. Deputy chief
 - D. District superintendent
 - E. Section supervisor
32. The placement of litter baskets is determined by the volume of pedestrian traffic in a given area. Litter baskets are to be placed at corners and positioned so not to block the crosswalk. DSNY litter baskets will be in compliance with:
- A. G. O. 22
 - B. G. O. 12
 - C. O. O. 12
 - D. O. O. 22
 - E. None of the above

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33. The priority for placement of litter baskets in heavy pedestrian traffic areas are:
- A. 1 per corner
 - B. District superintendent may assign up to 2 per corner
 - C. No baskets in middle of block
 - D. In theater district can put basket in middle of block
 - E. All of the above
34. Transportation hubs and shopping areas with significant amount of pedestrian traffic basket allocation is:
- A. Minimum of 2 per corner
 - B. Can be placed in middle of block
 - C. 1 per corner
 - D. Up to 3 per corner
 - E. None of the above
35. To ascertain effect on the general cleanliness of the area, the district superintendent shall evaluate the placement of each litter basket in his/her district every:
- A. 30 days
 - B. 60 days
 - C. 90 days
 - D. 120 days
 - E. None of the above
36. The district superintendent shall review the request for removal of basket and make a decision on whether to grant it and remove the basket, leave the basket at the location or move it to an adjacent location. The final approval of the decision is done by:
- A. Commissioner
 - B. Chief Cleaning Operations
 - C. Deputy Chief in charge of district
 - D. District superintendent
 - E. All of the above

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37. The district superintendent shall ensure that maps and street listings are reviewed and updated when the Borough monthly basket inventory report is prepared. The district superintendent shall place his/her initials and the date of review in the lower right corner of each map and street listing. Deputy Chief in charge of the district shall review the maps at least once during every:
- A. 30 day period
 - B. 60 day period
 - C. 90 day period
 - D. 120 day period
 - E. None of the above
38. In an effort to shorten radio transmissions the procedures of keeping microphone:
- A. 3 inches from mouth
 - B. 4 inches from mouth
 - C. 5 inches from mouth
 - D. 6 inches from mouth
 - E. None of the above
39. When transmitting by radio the code 10-13 means:
- A. Have priority message to transmit
 - B. Change channels
 - C. Police officer needs assistance
 - D. Are there any messages for me?
 - E. None of the above
40. When transmitting by radio code 10-39 means:
- A. Vehicle down needs wrecker
 - B. Cur down collection trucks (snow, MLP, etc.)
 - C. Derelict vehicle
 - D. Vehicle returning to garage for replacement
 - E. None of the above

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41. When transmitting by radio code 10-56 means:
- A. Mechanical broom down – needs assistance from another route
 - B. Accident with department vehicles – no personal injury
 - C. Stolen vehicle
 - D. Bridge and highway check primary routes
 - E. None of the above
42. If an employee loses a vehicle key, a police report must be filed before that key can be replaced.
- A. True
 - B. False
43. A second vehicle key-board will be maintained in an office where it can be locked and used in the event extra keys are needed.
- A. True
 - B. False
44. Fuel spills caused by broken fuel-hoses may result in an environmental violation being issued to the department by the NYS Department of Conservation or the NYS Department of Environmental Protection.
- A. True
 - B. False
45. When traveling out of city limits garage supervisors must insure operator is given an export package which contains:
- A. N.J. DEP hauling permit
 - B. N.J. Tpke towing permit #01651
 - C. N.J. Tpke tire services permit #0425
 - D. Self insure letter
 - E. All of the above
46. All personnel are reminded that any authorized use of fuel or lubricants is in violation of the code of conduct. Any and all persons found to be in violation:
- A. Could be suspended
 - B. Are to be suspended immediately
 - C. Are to be issued letter of warning
 - D. Are to be sent to the clinic

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47. Fuel can be used for washing of parts
- A. True
 - B. False
48. Before operating FEL the operator is to physically perform a complete pre-trip inspection of exterior and interior of FEL. Before inspecting "ensure" key is secured in operators pocket.
- A. True
 - B. False
49. When returning to assigned location, operator must wash machine and grease fittings.
- A. True
 - B. False
50. When entering or exiting an FEL that is parked, an operator can hold onto steering wheel.
- A. True
 - B. False
51. If a litter basket crew while servicing litter baskets comes upon a recessed catch basin that needs cleaning they will:
- A. Clean basin right away
 - B. Notify supervisor who will determine who will correct the condition
 - C. Tell mechanical broom operator
 - D. Not notify anyone
 - E. None of the above
52. Once MLP crew is assigned sanitation workers will remain on the route except for contractual breaks and lunch periods. If sanitation workers must relieve themselves they must:
- A. Call district by phone
 - B. Call supervisor by phone
 - C. Use nearest place
 - D. Note time on DS 350 when they leave the route and upon their return to route
 - E. None of the above

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53. When MLP comes upon a tree pit that needs cleaning sanitation workers will:
- A. Notify supervisor
 - B. Notify supervisor who will notify DOT
 - C. Notify district superintendent
 - D. Clean tree pit
 - E. None of the above
54. The assignment of dump-out personnel is critical to our cleaning efforts. When assigning dump-out personnel you must adhere to the following:
- A. Where possible, dump-out resources should be assigned to days
 - B. Areas assigned for night work must be checked on the day line to ascertain if there are any problems
 - C. Dump-out crews will not clean any piles of rubbish on streets or sidewalks prior to inspecting material for persons or animals
 - D. Lots will not be assigned for cleaning but will be reported to the Lot Cleaning Division for service
 - E. All of the above
55. Which of the following statements are true?
- 1. Mechanical broom operators when assigned to a route must have proper tools (1 hand broom & 1 shovel) and hydrant wrench
 - 2. Mechanical broom operators will tank up brooms and use water (weather permitting)
 - 3. Mechanical broom operators must have signed DS 350B yellow and copies of section routes
 - 4. Mechanical broom operators are to occasionally check to see that the broom is sweeping to a 1.0 scorecard rating. If not notify mechanic

- A. Only 1
- B. 1, 2, & 3
- C. 1, 3, & 4
- D. 1, 2, & 4
- E. 1, 2, 3, & 4

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56. Of which of the following statements are true:
- A. All requests to remove abandoned vehicles from Wet Lands must be directed to Bureau Operations Office (B.O.O.)
 - B. All requests to remove abandoned vehicles from Wet Lands must be directed to the Commissioners Office
 - C. All requests to remove abandoned vehicles from Wet Lands must be directed to D.V.O. Headquarters.
 - D. Directly to The Department of Environmental Protection.
57. Action Center Complaints must be answered within:
- A. 12 Hours
 - B. 24 Hours
 - C. 48 Hours
 - D. None Of the Above
58. According to PAP 2001-02 what is the Definition of Body Damage:
- A. Any part of the Vehicle with a Dent or Scratch
 - B. 75% of the Vehicle is Dented or scratched
 - C. A part of the vehicle that is dented or crushed 12 inches or more in length.
 - D. All of the above
59. According to PAP 2001-02 what is the Definition of seriously burnt:
- A. 50% of the Vehicle is Burnt Inside and Outside
 - B. 50% of the Interior and 50% of the Exterior
 - C. 75% of the exterior or 75% of the Interior or the Engine is burnt
 - D. None of the Above
60. According to PAP 2001-02, which of the following is considered a Luxury Vehicle:
- A. Cadillac
 - B. Acura
 - C. Lincoln
 - D. Lexus

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61. Which of the following is a category listed in the DS 463 (Derelict Vehicle Report)
- A. Air Bags Missing
 - B. Door (s) and Tires Missing
 - C. Rear End Damage
 - D. None of the above
62. According to PAP 2001-02 is the following statement true or false?
Any Vehicle 5 Years or older, which has sustained damage or loss 3 or more categories will be considered derelict.
- A. True
 - B. False
63. According to PAP 2001-02 DVO tags are numbered. Which of the following is the correct beginning number for the borough of Queens
- A. 3
 - B. 2
 - C. 4
 - D. None of the Above
64. According to PAP 2001-02 which of the following is the correct course of action for dealing with vehicles that meet the DVO criteria but have license plates affixed and are effecting your sections score card rating.
- A. Remove the license plates and note plate number of DS 463
 - B. Notify the Local Police precinct and request that the plates be removed
 - C. Clean around the vehicle and row tow the vehicle
 - D. Notify your respective NYPPD precinct to investigate the vehicle that is impeding DOS cleaning Operation.
65. Which of the following is considered a non-vehicle (NV)?
- A. Boats
 - B. House Trailers
 - C. Containers
 - D. All of the above

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66. Which of the following is the correct course of action when dealing with problem owner claims?
- A. The District Superintendent will call D.V.O. Headquarters about the Problem.
 - B. The Section Supervisor will Notify the Sanitation Police
 - C. The District Superintendent will Notify the Cleaning ABS who will then notify NYPD to have the Vehicle Removed
 - D. None of the Above
67. According to the DS 12 (Guidelines for Classification of Derelict Vehicles): Any Vehicle without a VIN, which has a sustained damage or loss in 4 or more categories, will be deemed derelict, including Luxury vehicles.
- A. True
 - B. False
68. According to the DS 463 if a vehicle has sustained glass damage only is this considered a valid category.
- A. True
 - B. False
69. According to PAP 2001-02, which of the following is the correct formula for determining the age of a vehicle?
- A. By checking the 9th Character of the VIN #
 - B. Subtracting the Model year from the current year
 - C. Verifying the model year imprinted in the tail light assembly
 - D. All of the above
70. As Outlined on the DS 463 what parts must be missing to classify the nose missing from a vehicle:
- A. 1 or 2 of the Following Hood & (1) fender
 - B. 3 of the 4 following parts: Hood, Grill, Front Bumper, One (1) front Fender
 - C. 3 of the 4 Following Parts: Windshield, Grill, Engine, and Bumper Guards.
 - D. None of the above

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71. As outlined on the DS 12 which of the following are considered valid VIN locations
- A. Engine & Parts Labels
 - B. Dashboard Drivers Side & Drivers Door
 - C. Firewalls
 - D. All of the above
72. According to PAP 2001-02 Appendix 5 which is the Vehicle type code for a Truck Trailer
- A. NV
 - B. TR
 - C. TL
 - D. None of the above
73. According to PAP 2001-02 which color is a valid color that the SCAN SYSTEM will accept when entering color type on a DS 463.
- A. Pink
 - B. Saddle
 - C. Teal
 - D. None of the Above
74. According to PAP 2001-02 is it necessary to enter remarks in the SCAN System when entering a Non-Vehicle into the DVO program.
- A. True
 - B. False
75. All requests by NYC Department of Parks and Recreation to remove derelict vehicles on Parks department's property must go through:
- A. Section office
 - B. District superintendent
 - C. Directly to DVO headquarters
 - D. Parks removes their own derelict vehicles with their contractor
 - E. None of the above

Answer sheet

- 1 D D.M ON WASTE LIGHT BUI
- 2 E D.M ON WASTE LIGHT BUI
- 3 D D.M ON WASTE LIGHT BUI
- 4 A
- 5 A
- 6 A
- 7 C
- 8 B
- 9 D
- 10 B
- 11 C
- 12 C
- 13 C
- 14 D
- 15 B
- 16 A
- 17 D
- 18 D
- 19 D
- 20 B
- 21 E
- 22 A
- 23 E
- 24 C
- 25 D
- 26 C
- 27 C
- 28 C
- 29 D
- 30 A
- 31 D
- 32 E
- 33 E
- 34 E
- 35 C
- 36 B
- 37 C
- 38 D PROPER RADIO PROCEDURES
- 39 D RADIO CODES
- 40 B RADIO CODES
- 41 A RADIO CODES
- 42 A VEHICLE SECURITY/EQUIP. KEYS
- 43 A VEHICLE SECURITY/EQUIP. KEYS
- 44 A VEHICLE REFUELING
- 45 E TRAVELING OUT OF CITY LIMITS
- 46 B CONSERVATION OF FUEL
- 47 B CONSERVATION OF FUEL
- 48 A FEL PRE & POST INSPECTION
- 49 A FEL PRE & POST INSPECTION
- 50 B FEL OPERATING GUIDELINES
- 51 B MONTHLY CLEANING MESSAGE
- 52 D MONTHLY CLEANING MESSAGE
- 53 D MONTHLY CLEANING MESSAGE
- 54 E MONTHLY CLEANING MESSAGE
- 55 D MONTHLY CLEANING MESSAGE
- 56 C
- 57 C
- 58 C
- 59 C
- 60 D
- 61 C
- 62 B
- 63 C
- 64 D
- 65 D
- 66 A
- 67 A
- 68 B
- 69 B
- 70 B
- 71 B
- 72 C
- 73 A
- 74 A
- 75 C DERELICT VEHICLES ON PARKS DEPT PROPERTY

