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Dept Msg #: DM2013-4891

Sent By: HDQTRSOP

Date: 9/24/2013 11:41 AM

Code: MONLE

Subject: DERELICT VEHICLE OPERATIONS

Derelict vehicles create litter conditions, health problems and community complaints.

All field Officers are to tag all derelict vehicles in accordance with the guidelines outlined in appendix 1 (DS 12).

Make sure the vehicle meets the criteria for inclusion into the derelict vehicle program.

Do not tag any vehicle with a license plate!

Every caption on the DS 463 must be filled out!

Derelict vehicles must be entered into the scan system on

shift vehicle was tagged. Vehicles tagged prior to lunch (regardless of

shift) should be entered into Scan System as soon as possible. The

Supervisor or Clerk entering the vehicle will print their initials on

the top portion of the DS 463 after entering. District Superintendent is

responsible for compliance with this order.

Field Supervisors must communicate with Police precincts that store confiscated vehicles on City Streets for long periods of time. Have them relocated or have their custodial people clean around them.

District Officers will also verify within a 48 hour period the status of any derelict vehicles that were reported as not on location (N.O.L.) or owner claimed (O.C.) by DVO contractors.

Cleaning and Collection crews are to be instructed to report derelict vehicles and drop-offs along their routes to their immediate Supervisors.

Remember for every derelict vehicle you remove, you gain 35 feet of curb access that the mechanical broom sweeps.

At the next weekly District Superintendents meeting, held by the Borough Staff, discuss the contents of this message.

At the next weekly Supervisor meeting held by the District Superintendent, a Borough Staff Member should be present and the contents of this message is to be discussed.

All Supervisors, District Superintendents and Borough Managers will read this directive and sign the daily blotter attesting that they have read and understand it.

Bernard J. Sullivan
First Deputy Commissioner



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