



Environmental Protection

Carter H. Strickland, Jr.
Commissioner

Kevin T. McBride
Deputy Commissioner
Bureau of Police & Security
kmcbride@dep.nyc.gov

59-17 Junction Boulevard
Flushing, NY 11373

December 7, 2012

Dear Facility Owner:

In order to assist you in complying with the New York City Community Right-to-Know Laws and Regulations, the Department of Environmental Protection is holding a series of workshops on how to use their Online Tier II Filing System. With this system you can submit your filing electronically, attach your Material Safety Data Sheet(s) and pay using either a credit card, debit card or e-check.

Please refer to the table below for workshop schedules.

BOROUGH	LOCATION	DATE	TIME
Bronx	Casita Maria Center for Arts & Education 928 Simpson Street – 6 th fl Bronx, NY 10459	1/29/2013	6:00 – 7:30 pm
Manhattan	Pace University 3 Spruce Street – (Michael Schimmel Theatre entrance) Multipurpose Room	1/24/2013	10:00 – 11:30 am
Queens	NYC Department of Environmental Protection 59-17 Junction Blvd Flushing, NY 11373	1/17/2013** 2/5/2013* 2/12/2013*	10:00 – 11:30 am 4:00 – 5:30 pm 10:00 – 11:30 am
Brooklyn	Amico Senior Center 5901 13 th Ave (3rd fl Cafeteria) Brooklyn, NY 11219	1/31/2013	6:30 – 8:00 pm
Staten Island	Sea View Hospital Rehabilitation Center & Home Community Board 2 – Lou Caravone Community Service Bldg 460 Brielle Ave Staten Island, NY 10314	2/7/2013	10:30 – 12 noon

Due to space limitations, you must RSVP in order to guarantee attendance at these workshops. To reserve space, please email us at edu@dep.nyc.gov or call 718-595-4436. We look forward to seeing you at these workshops.

Sincerely,

Gregory Hoag
Executive Director, Division of Emergency
Response & Technical Assessment

***3rd Floor Cafeteria ** 6th floor Lecture Room**