FIRE DEPARTMENT • CITY OF NEW YORK

Department Order No. 10

February 3, 2010

Edited Online Edition

1.1 With regret, the Department announces the death of retired Captain *William M. O'Keefe* appointed September 24, 1943, retired January 2, 1975, formerly of E-264, residing in Albrightsville, PA, which occurred on December 17, 2009.

1.2 With regret, the Department announces the death of retired Deputy Chief *Sherwood Landerer* appointed December 17, 1945, retired July 6, 1982, formerly of D-7, residing in New Hyde Park, NY, which occurred on December 18, 2009.

1.3 With regret, the Department announces the death of retired Deputy Chief *Robert Radtke* appointed November 1, 1952, retired December 18, 1979, formerly of D-1, residing in Summerfield, FL, which occurred on December 18, 2009.

1.4 With regret, the Department announces the death of retired Firefighter *Joseph F. Higgins* appointed December 19, 1959, retired August 30, 1986, formerly of L-29, residing in Chester, NY, which occurred on December 19, 2009.

2.1 THANKS TO MEMBERS FOR BLOOD DONATIONS

The Department would like to extend its sincerest thanks to all 489 members who donated blood with the New York Blood Center during the Critical Days program this December and January. During that same time period last year, only 11 blood, platelet and red cell donations were made using the FDNY group number. Because of your generous donations, $4,890 was donated to three FDNY-related charities: the New York City Bravest Scholarship Fund, the New York Police and Fire Widows' and Children's Benefit Fund and the Paramedic Carlos R. Lillo Memorial Scholarship Fund. With your donations, you not only gave the gift of life, you helped support FDNY families. These gifts are in the greatest traditions of the Department and we are grateful for your selflessness.

2.2 CDA COORDINATOR POSITION

The Bureau of Operations is seeking a qualified Captain or Battalion Chief for the position of Construction, Demolition and Abatement (CDA) Coordinator. The CDA Coordinator is responsible for all CDA correspondence, buckslips, issues or BIN problems. Selected candidate will be detailed to the Bureau of Operations at 9 Metrotech. Computer experience is not required. If selected, a 12 month commitment to this detail would be required. This challenging position offers a flexible work schedule and vacation, and the opportunity to work administrative overtime or comp time. Interested members should contact DAC Edward Baggott at (718) 999-0288 or via email to Baggote@fdny.nyc.gov.

2.3 PAYROLL AND CHECKS

The Bi-Weekly Payroll of February 5, 2010, includes:

- Payment of overtime for the period of *January 10, 2010* through *January 23, 2010*.
- Payment of Holiday Pay for the period July 1, 2009 - December 31, 2009. Payment includes:
  1. Six days Holiday Pay for Wipers and UFA members hired before April 1, 2007.
  2. Five days Holiday Pay for UFOA and MEBA members.
  3. Three days Holiday Pay for UFA members hired on or after April 1, 2007.

Inquiries may be submitted to the Bureau of Payroll in written form only.

2.4 DUPLICATE W-2 AND 1127 FORMS ARE NOW AVAILABLE THROUGH NYCAPS

2009 Duplicate W-2 and 1127 forms are now available through NYCAPS Employee Self Service, www.nyc.gov/ESS. To obtain a duplicate W-2 or 1127 form through the NYCAPS Employee self service, follow these simple steps.

1. Log into NYCAPS Employee Self-Service, www.nyc.gov/ESS
2. Under the Payroll and Compensation folder, click the Tax Summary (W-2 & 1127).
3. Select tax year, view details and print tax form.

If an Employee Self Service password reset is required, please contact the NYCAPS helpdesk at 212-487-0500.

2.5 COMMUNICATIONS MANUAL

Communications Manual, Chapter 3; titled *Alternative Dispatching Systems Voice Alarm and Telephone* dated January 1, 1997, is **revoked**.

Communications Manual, Chapter 3; titled *Alternative Dispatching Systems Voice Alarm and Telephone* dated February 3, 2010, is **issued** and forwarded to all Bureaus and Divisions for equal distribution to all units under their command, one to each unit.

2.6 COMMUNICATIONS MANUAL

Communications Manual, Chapter 8, titled *Radio Communications*, dated July 8, 2008, is **amended** as follows:

Under 10-76 / 2nd Alarm Notification of a Fire in a High-Rise Building

Insert: New last paragraph, to read:

When a Second Alarm is transmitted for a fire in a High-Rise building prior to the transmission of a 10-76, the Incident Commander will receive the balance of the 10-76 assignment in addition to the Second Alarm assignment.

Under 10-77 Notification of a Fire in a High-Rise Multiple Dwelling

Insert: New last paragraph, to read:

When a Second Alarm is transmitted for a fire in a High-Rise Multiple Dwelling prior to the transmission of a 10-77, the Incident Commander will receive the balance of the 10-77 assignment in addition to the Second Alarm assignment.

Affected pages 15-18 (Rev. 02/03/10) reflecting these changes have been **issued** and forwarded to all Bureaus and Divisions for equal distribution to all units under their command, one to each unit.

2.7 FIREFIGHTING PROCEDURES

Firefighting Procedures, Multiple Dwelling Fires, dated June 9, 2009 is **amended** as follows:

Insert: New Section 6.1.6 G, to read:

When a Second Alarm is transmitted for a fire in a High-Rise Multiple Dwelling prior to the transmission of a 10-77, the Incident Commander will receive the balance of the 10-77 assignment in addition to the Second Alarm assignment.

Affected pages 41-42 (Rev. 02/03/10) reflecting this change has been issued and forwarded to all Bureaus and Divisions for equal distribution to all units under their command, one to each unit.

Firefighting Procedures, High-Rise Office Buildings, dated May 14, 2008 is **amended** as follows:

Insert: New Section 5.2.2 D, to read:

When a Second Alarm is transmitted for a fire in a High-Rise building prior to the transmission of a 10-76, the Incident Commander will receive the balance of the 10-76 assignment in addition to the Second Alarm assignment.

Affected pages 15-16 (Rev. 02/03/10) reflecting this change has been **issued** and forwarded to all Bureaus and Divisions for equal distribution to all units under their command, one to each unit.

2.8 MILITARY ACTIVATION AND RETURN

The following member has been activated and returned from military duty at 0900 hours on the dates indicated.

Firefighter	Unit	Activation Date	Return from Activation
David Pagona	L-158	05-01-09	02-16-10

2.9 COMPLETION OF PROBATION

Captain *Martin J. Lindquist*, D-13, promoted on Department Order No. 96, Supplement No. 71, dated November 6, 2008, has completed his probationary period and is granted tenure effective January 9, 2010.

By Order of: **Salvatore J. Cassano**, *Fire Commissioner*
Edward S. Kilduff, *Chief of Department*