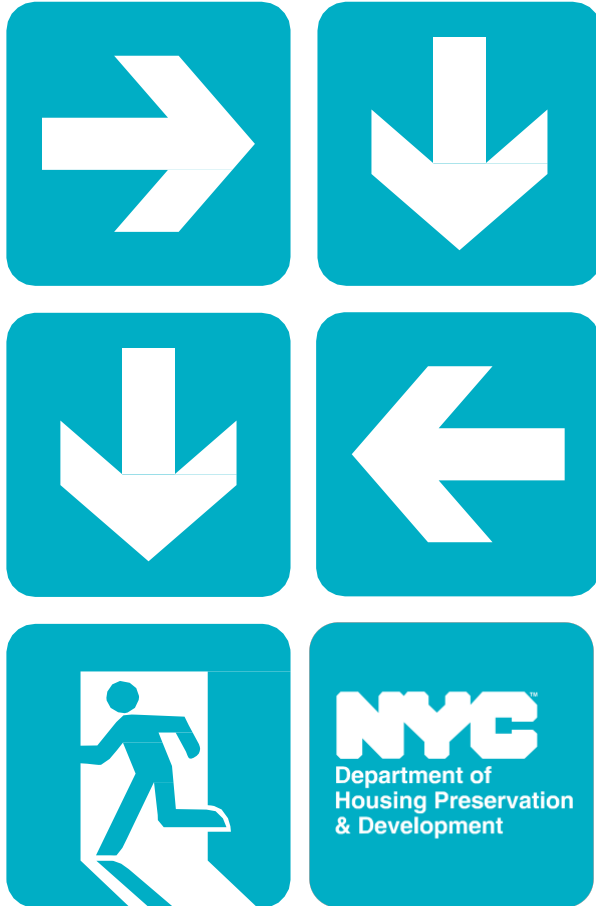


# HPD EMERGENCY CONTINGENCY PLAN



We suggest that you print this message and keep a copy at home.

## HPD Emergency Event Contact Phone Numbers (For Employees)

Primary: (212) 863-5900  
Backup: (646) 879-5816

In the event of an emergency please call the primary number for a recorded announcement and instructions. In case the primary number is not functioning, please use the backup number.

## From Outside the Agency Only

[WWW.HPDNYC.ORG](http://WWW.HPDNYC.ORG) is available for HPD employee online services from home or anywhere outside the agency.

[WWW.HPDNYC.ORG](http://WWW.HPDNYC.ORG) should be functional during most types of emergencies, as well as be available anytime for normal daily use from your home PC or laptop. You may use it to get to your HPD email while away from the office.

Following an emergency, staff should login or check emergency numbers periodically for updates on the incident status and directions from agency senior staff.

## Senior Staff Communication Plan

Each office has a communication plan to reach their employees.

Please make sure your personal contact information is up to date. You may login to ESS to do so.

Our contingency plan aims to preserve our computer systems, key functions, and office locations.

## Evacuation Information

If you are asked to evacuate any one of HPD's buildings, please do so. Each office has a re-assembly point that you should go to post-evacuation.

### Re-Assembly Points:

100 Gold Street - Drumgoole Plaza

105 East 106<sup>th</sup> Street - Parking lot at 107<sup>th</sup> and Park Avenue

94 Old Broadway - Across the street on West 133<sup>rd</sup> Street

1932 Arthur Avenue - Tremont Park

120-55 Queens Boulevard - Park area at rear of building

701 Euclid Ave - Cyprus Hills Playground

210 Joralemon Street - Columbus Park

10 Richmond Terrace - St. George ferry terminal

## More Resources

**New York City Emergency Management**  
[NYC.gov/oem](http://NYC.gov/oem)

### Notify NYC

Register for emergency notifications by visiting [NYC.gov](http://NYC.gov), calling 311, downloading the mobile app at [NYC.gov/notifynycapp](http://NYC.gov/notifynycapp), or following @NotifyNYC on Twitter.

**NYC Community Emergency Response Team (CERT) Program**  
[NYC.gov/CERT](http://NYC.gov/CERT)

**NYC Citizen Corps Council**  
[NYC.gov/citizencorps](http://NYC.gov/citizencorps)

**Federal Emergency Management Agency (FEMA)**  
[www.ready.gov](http://www.ready.gov)  
[www.fema.gov](http://www.fema.gov)

**National Weather Service**  
[www.weather.gov](http://www.weather.gov)

**New York State Division of Homeland Security and Emergency Services**  
[www.dhses.ny.gov](http://www.dhses.ny.gov)

**NYC Service**  
[NYC.gov/volunteer](http://NYC.gov/volunteer)

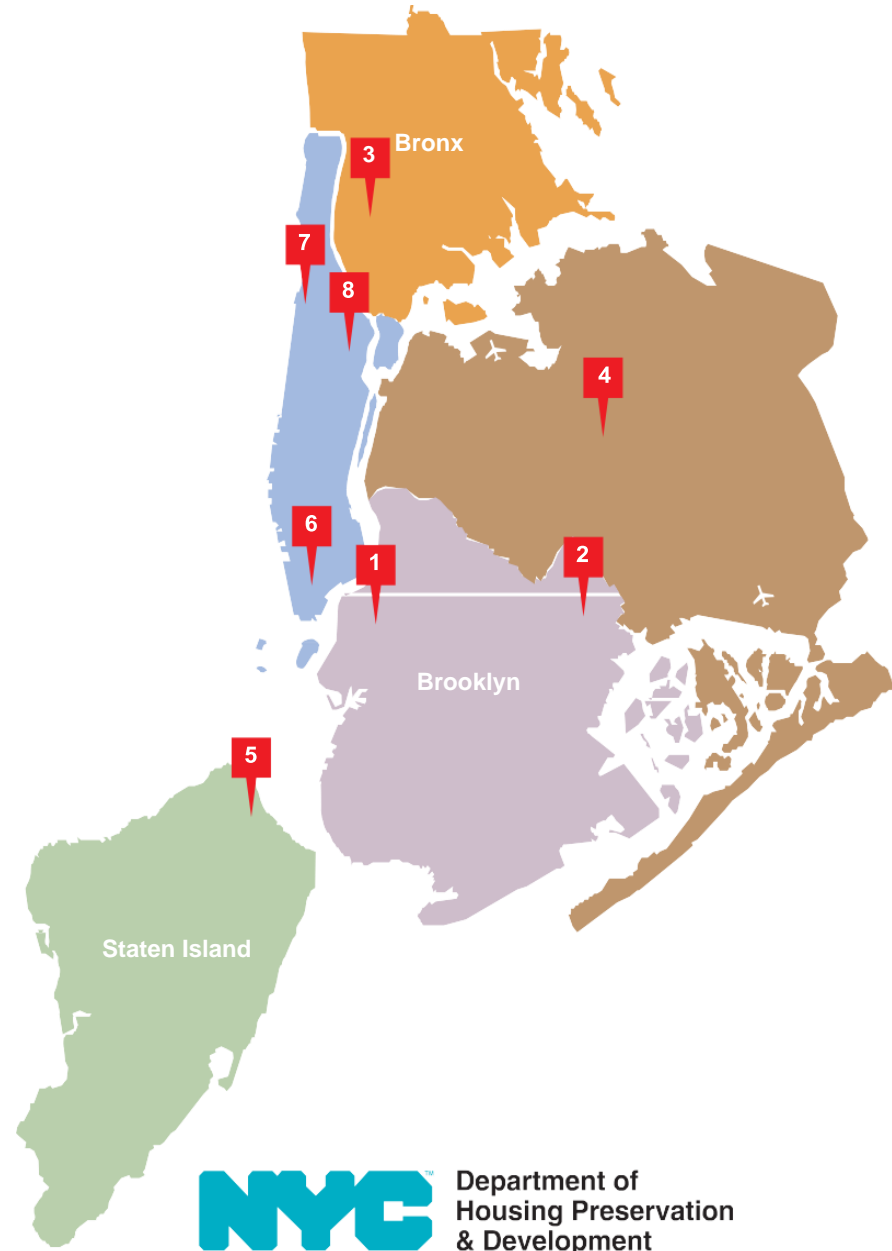
**American Red Cross in Greater New York**  
[www.nyredcross.org](http://www.nyredcross.org)  
1-800-RED-CROSS (733-2767)

**New York Cares**  
[www.nycares.org](http://www.nycares.org)  
212-228-5000

**The Salvation Army of New York**  
[www.salvationarmy-newyork.org](http://www.salvationarmy-newyork.org)  
212-337-7200

**New York Blood Center**  
[www.nybloodcenter.org](http://www.nybloodcenter.org)  
800-933-2566

# HPD LOCATIONS



**NYC** Department of Housing Preservation & Development

**1 Brooklyn**

**Code Enforcement**  
(212) 863-8060  
**Neighborhood Preservation**  
(212) 863-5180  
210 Joralemon Street, Brooklyn, NY 11201

2 3 4 5  
Borough Hall

**2 Brooklyn**

**Code Enforcement**  
(212) 863-6570  
701 Euclid Avenue, Brooklyn, NY 11208

A C  
Euclid Av

**3 Bronx**

**Code Enforcement**  
(212) 863-7050  
**Neighborhood Preservation**  
(212) 863-7100  
1932 Arthur Avenue, Bronx, NY 10457

2 5  
174<sup>th</sup> Street

**4 Queens**

**Code Enforcement**  
(212) 863-5990  
120-55 Queens Blvd, Queens, NY 11424

E F  
Kew Gardens - Union Turnpike

**5 Staten Island**

**Code Enforcement**  
(212) 863-8100  
Staten Island Borough Hall  
Staten Island, NY 10301

S74 bus  
Bay Street - Borough Place

**6 Manhattan**

**NYC Department of Housing Preservation & Development**  
(212) 863-5900  
(718) 286-2735  
100 Gold Street, New York, NY 10038

A C J 2 3 4 5  
Fulton Street

**7 Manhattan**

**Code Enforcement**  
(212) 863-5030  
94 Old Broadway, New York, NY 10027

1  
125th Street

**8 Manhattan**

**Emergency Operations Division**  
(212) 863-5527 | (212) 863-5493  
105 East 106th Street, New York, NY 10029

6  
103rd Street