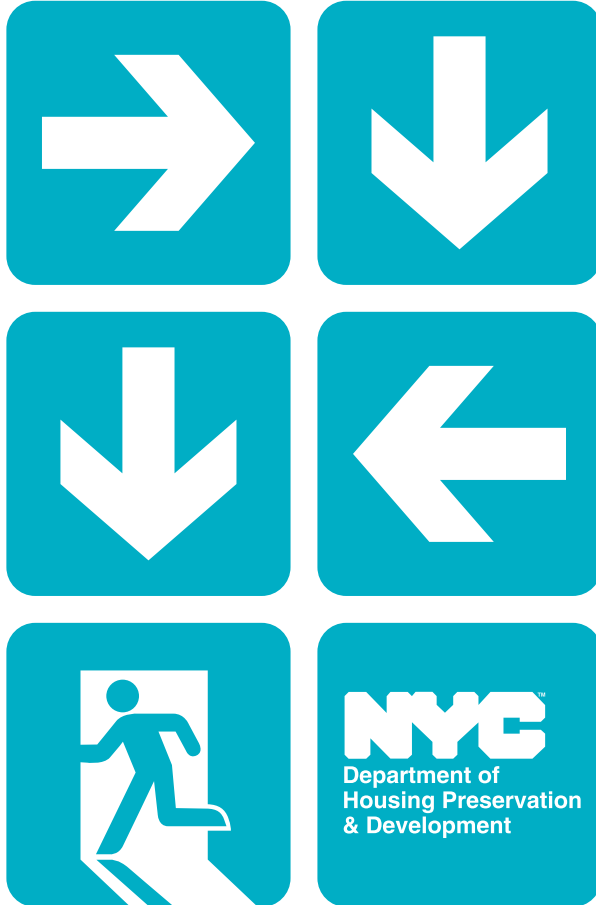


HPD EMERGENCY CONTINGENCY PLAN



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.

Outside the Agency Only

WWW.HPDNYC.ORG is available for HPD employee online services from home or anywhere outside the agency.

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, we recommend that staff login or check emergency numbers periodically for updates on the event 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 plans aim 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 106th Street - Parking lot at 107th and Park Avenue
94 Old Broadway - Across the street on West 133rd 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

Notify NYC
Register for emergency notifications by visiting NYC.gov, calling 311, downloading the mobile app at NYC.gov/notifynycapp or following @NotifyNYC on Twitter.

NYC Community Emergency Response Team (CERT) Program
NYC.gov/CERT

NYC Citizen Corps Council
NYC.gov/citizencorps

Federal Emergency Management Agency (FEMA)
www.ready.gov
www.fema.gov

National Weather Service
www.weather.gov

New York State Division of Homeland Security and Emergency Services
www.dhses.ny.gov

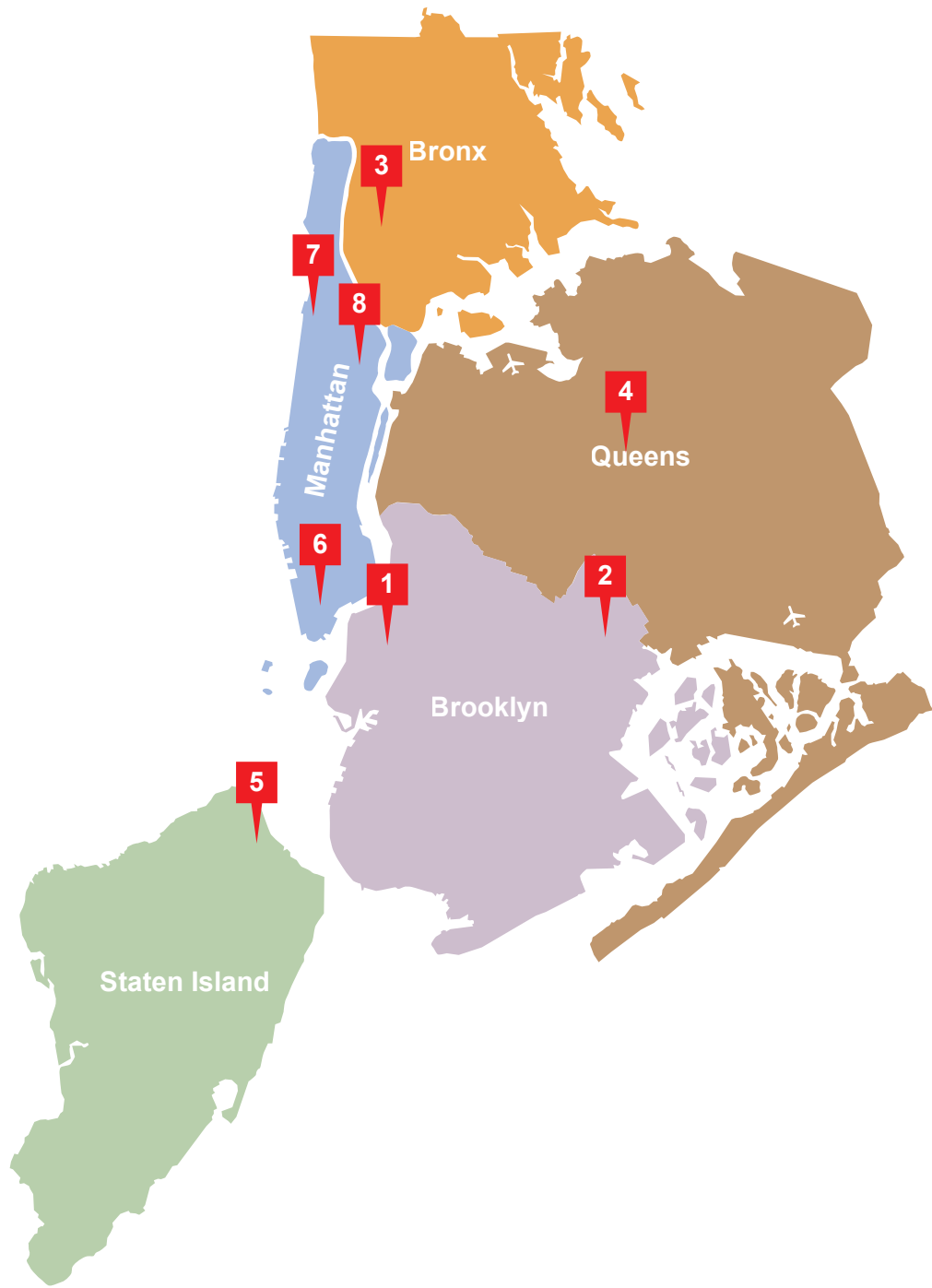
NYC Service
NYC.gov/volunteer

American Red Cross in Great New York
www.nyredcross.org
1-800-RED-CROSS (733-2767)

New York Cares
www.nycares.org
212-228-5000

The Salvation Army of New York
www.salvationarmy-newyork.org
212-337-7200

New York Blood Center
www.nybloodcenter.org
800-933-2566



HPD LOCATIONS

3 Bronx

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

2 5
174th Street

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

1 Brooklyn

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

2 3 4 5
Borough Hall

4 Queens

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

E F
Kew Gardens - Union Turnpike

7 Manhattan

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

1
125th Street

2 Brooklyn

Code Enforcement
(212) 863-6570
Neighborhood Preservation
(212) 863-6750
701 Euclid Avenue, Brooklyn, NY 11208

A C
Euclid Avenue

5 Staten Island

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

S74 bus
Bay Street - Borough Place

8 Manhattan

Division of Maintenance
(212) 863-5527 | (212) 863-5493
105 East 106th Street, New York, NY 10029

6
103rd Street