

MANAGING DIRECTOR'S DIRECTIVE NO. 49

ILLEGAL PARKING OF CITY VEHICLES

Pursuant to Executive Order No. 6-89, dated November 26, 1989, and the City/SEPTA Transit First Policy and the Policy of the Director of Finance, the following directive is promulgated:

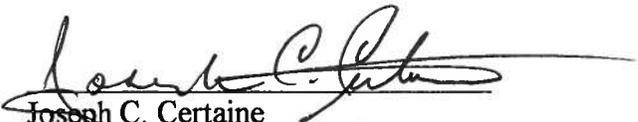
Government vehicles and personal vehicles used for official business shall be parked in a legal manner.

Tickets for traffic violations issued against these vehicles shall be paid by the employee. Requests to the Bureau of Administrative Adjudication for the administrative review of violations shall be signed by the Department Commissioner, Agency Head or designated deputy on the respective department or agency letterhead in the format provided by the Bureau. The request shall include the ticket itself, a time card or sign-in sheet for the date of violation and an explanation of the circumstances necessitating the review.

If parking regulations for a specific department have been relaxed by the Mayor, the Managing Director or the Streets Department, a copy of such order shall be forwarded to the Bureau of Administrative Adjudication with the request for review. Cabinet Officers, Commissioners and Agency heads may submit their requests directly under their own signature.

Obstruction of traffic and other safety violations, including but not limited to parking at fire hydrants, in fire lanes, at/on crosswalks, on sidewalks, in handicapped zones or double-parking, will not qualify for dismissal under this program. Municipal vehicles with flashing lights will not automatically be considered emergency vehicles. Police and Fire vehicles responding to emergencies are exempt from this Directive.

Included with this Directive is a form to be adapted by each Department for use in review requests.


Joseph C. Certaine
Managing Director

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Date

Dominic M. Cermele, Director
Bureau of Administrative Adjudication
City of Philadelphia
909 Filbert Street
Philadelphia, PA 19107

Re: Vehicle Registration #:
City Property #:
Vehicle Owner:
(if other than city)

Dear Director Cermele:

This employee _____, employee # _____,
of the City of Philadelphia, Department of _____, Office of
_____, received a parking citation.

On the date and time indicated, _____ was
conducting official departmental business in the area of _____ on
the date of _____ at approximately _____ A.M. P.M.

During this period, the enclosed parking violations citation # _____ was
issued to the vehicle used by this employee in the discharge of his/her duties. Please schedule
an administrative review of this citation.

Sincerely,

Signature

Title



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If parking regulations for a specific department have been relaxed by the Mayor, the Managing Director or the Streets Department, a copy of such order shall be forwarded to the Bureau of Administrative Adjudication with the request for review. Cabinet Officers, Commissioners and Agency heads may submit their requests directly under their own signature.

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DAVID H. PINGREE
Managing Director



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Signature

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OFFICE OF THE MANAGING DIRECTOR

ISSUED: JUNE 21, 1990

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Pursuant to Executive Order No. 6-89, dated November 26, 1989, and the City/SEPTA Transit First Policy, the following directive is promulgated:

In order to ensure compliance and set a good example for the general public, it is necessary to ensure that all city employees driving city vehicles comply with all applicable laws. Tickets for traffic violations which are issued to city employees driving city vehicles shall be paid by the employees, who also shall be held accountable for such violations. Exceptions and requests for waivers of tickets by Traffic Court must be reviewed and signed personally by the department commissioner or agency head. The prior practice of supervisors requesting such waivers is hereby discontinued.

Examples of violations for which city employees shall be responsible include, but are not limited to, parking too close to or in front of fire hydrants and stopping or parking in bus or trolley corner clearance zones, loading zones and posted no parking areas.

This directive is effective immediately.



DAVID H. PINGREE
Managing Director



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