



PROMOTION CEREMONY GUIDELINES

PERSONNEL ORDERS DIVISION INFORMATION

Friday, June 28th, 2024

FROM: PERSONNEL ORDERS DIVISION

TO: COMMANDS CONCERNED

SUBJECT: PROMOTION CEREMONY GUIDELINES - JUNE 28, 2024

THE POLICE COMMISSIONER IS HOSTING A PROMOTION CEREMONY ON FRIDAY, JUNE 28TH, 2024. ACCORDINGLY, PERSONNEL BEING PROMOTED ARE DIRECTED TO REPORT AT 0730 HOURS WITH THEIR I.D. CARD TO THE POLICE ACADEMY, LOCATED AT 130-30 28TH AVENUE, FLUSHING, NY, 2ND FLOOR, GYMNASIUM. THE CEREMONY WILL COMMENCE AT 1100 HOURS.

GUESTS WILL NOT BE PERMITTED TO ENTER UNTIL 1000 HOURS AND MUST BE SEATED BY 1045 HOURS TO ENSURE THE TIMELINESS OF THE CEREMONY. ADDITIONALLY, DUE TO SEATING AVAILABILITY CONSTRAINTS, IT IS REQUESTED THAT PROMOTEEES LIMIT THE NUMBER OF GUESTS ATTENDING. CARPOOLING IS ALSO ENCOURAGED DUE TO LIMITED AVAILABLE PARKING.

PARENT COMMANDS ARE DIRECTED TO ENSURE THEIR SUBORDINATE UNITS ARE MADE AWARE OF THIS MESSAGE AS SOON AS POSSIBLE. DESK OFFICERS OR OTHER DESIGNATED PERSONNEL MONITORING DEPARTMENT EMAIL ARE DIRECTED TO DISTRIBUTE THIS MESSAGE AND ENSURE THAT PROMOTEEES ARE APPROPRIATELY NOTIFIED.

THERE WILL BE NO EXCUSALS EXCEPT FOR MEMBERS THAT ARE ON SCHEDULED ANNUAL VACATION, ON SICK REPORT, OR ASSIGNED TO M.E.L.D.

COMMANDING OFFICERS ARE DIRECTED TO NOTIFY THE UNIFORM PROMOTIONS UNIT AT (646) 610-6888 FOR ANY PROMOTEEES WHO ARE EITHER ON SICK REPORT, RESTRICTED DUTY, LIMITED CAPACITY, AUTHORIZED LEAVE, OR NOT ON FULL DUTY STATUS. IF THE OFFICE IS CLOSED, THE NOTIFICATION WILL BE MADE AT 0800 HOURS THE FOLLOWING DAY. MEMBERS OF THE SERVICE WILL STILL BE PROMOTED IF THEY ARE UNABLE TO ATTEND THE CEREMONY.

PLEASE NOTE, MEMBERS PROMOTED AS OF 1600 HOURS, JUNE 28, 2024, ARE EXCUSED FROM ALL DUTY UNTIL 0700 HOURS, JUNE 29, 2024.

NOTE: PROPER UNIFORM AND APPEARANCE WILL INCLUDE:

1. REGULATION BLACK, HIGH-GLOSS SHOES/LACE-TYPE OXFORD MUST BE WORN
2. SUMMER BLOUSE, PROPERLY FITTED
3. REGULATION EIGHT (8) POINT CAP (IN GOOD CONDITION)
4. REGULATION LONG SLEEVE SHIRT, PROPERLY FITTED
5. COMMAND INSIGNIA OR DESIGNATED RANK (COLLAR BRASS) ON THE UNIFORM SHIRT AND SUMMER BLOUSE
6. REGULATION TIE
7. REGULATION DRESS TROUSERS PROPERLY FITTED (NO DUTY TROUSERS)
8. WHITE GLOVES
9. HAIR TO BE PROPERLY CUT, TRIMMED, WORN OFF THE COLLAR AND PLACED UNDER UNIFORM CAP WITHOUT VISIBLE BULK
10. NO EARRINGS
11. NO PERSONAL ADORNMENT OR UNAUTHORIZED MODIFICATION OF UNIFORM (I.E. FRATERNAL PINS, ETC.)
12. PERSONNEL ASSIGNED TO HIGHWAY AND MOUNTED UNITS ARE PERMITTED TO WEAR BOOTS AND BRITCHES

13. UNIFORMED MEMBERS OF THE SERVICE, AND CIVILIAN MEMBERS OF THE SERVICE ASSIGNED TO THE TRAFFIC ENFORCEMENT DISTRICT AND SCHOOL SAFETY DIVISION WHO ARE AUTHORIZED TO WEAR A UNIFORM ARE **PROHIBITED TO GROW FACIAL HAIR, EXCEPT** UNDER THE FOLLOWING CIRCUMSTANCES:

1. WHEN REQUIRED BECAUSE OF MEDICAL CONDITION, AND WITH THE WRITTEN APPROVAL OF THE CHIEF SURGEON.
2. WRITTEN APPROVAL OF THE DEPUTY COMMISSIONER, EQUAL EMPLOYMENT OPPORTUNITY WHEN REQUIRED BECAUSE OF RELIGIOUS ACCOMMODATION.

NOTE: CIVILIAN PERSONNEL MUST APPEAR IN APPROPRIATE BUSINESS ATTIRE:

1. JEANS ARE NOT TO BE WORN
2. I.D. CARD MUST BE WORN AND DISPLAYED ON THE OUTERMOST GARMENT

NOTE: UNIFORM FOR TRAFFIC ENFORCEMENT AGENTS WILL INCLUDE:

1. HAT - WHITE EIGHT (8) POINT (IN GOOD CONDITION)
2. SHIRT - POWDER BLUE
3. SHOES - BLACK LEATHER, PLAIN TOE, LACE-UP
4. WHITE GLOVES
5. TROUSERS - NAVY BLUE WITH 1/4" NAVY BLUE BRAID
6. TIE - NAVY BLUE (IN GOOD CONDITION)
7. JACKET - NAVY UNIFORM BLAZER (SUMMER BLOUSE) WITH TWO NYPD/TRAFFIC ROCKER PATCHES (SERVICE STRIPS ARE NOT AUTHORIZED)

IN ALL CASES, THE PROMOTEE'S APPEARANCE IS TO BE EXEMPLARY. MEMBERS OF THE SERVICE BEING PROMOTED WILL NOT CHANGE INSIGNIA OR UNIFORM OF RANK UNTIL COMPLETION OF PROMOTION CEREMONY.

NOTE: STRICT ADHERENCE TO THE UNIFORM/APPEARANCE STANDARDS LISTED ON THE UNIFORM PROMOTION CHECKLIST IS REQUIRED. ANY MEMBER IMPROPERLY GROOMED OR ATTIRED ACCORDING TO DEPARTMENT REGULATION WILL NOT BE ALLOWED TO PARTICIPATE IN THE PROMOTION CEREMONY. UNIFORM INSPECTION OF MEMBERS CONDUCTED AT THE UNIT/COMMAND LEVEL WILL BE SUBJECT TO REVIEW.

IT IS THE MEMBER'S RESPONSIBILITY TO MAINTAIN THEIR DRESS UNIFORM IN A PROPERLY FITTED, HIGH-CONDITION STATE AT ALL TIMES. ADDITIONALLY, SUPERVISORS ARE RESPONSIBLE TO ENSURE THAT A POTENTIAL PROMOTEE IS IN FULL COMPLIANCE WITH ALL APPEARANCE GUIDELINES. TO ENSURE OBSERVANCE OF UNIFORM REGULATIONS AT PROMOTION CEREMONIES, THE PROMOTEE'S CURRENT COMMANDING OFFICER/DESIGNATED SUPERVISOR WILL INSPECT PROMOTEE PRIOR TO THE PROMOTION CEREMONY. THE RESULTS OF THIS INSPECTION WILL BE RECORDED ON A "UNIFORM PROMOTION CHECKLIST". ALL UNIFORMED MEMBERS BEING PROMOTED MUST APPEAR AT PROMOTION CEREMONY WITH A COMPLETED UNIFORM PROMOTION CHECKLIST AS DESCRIBED IN THE FOLLOWING PROCEDURES:

ADMINISTRATIVE GUIDE PROCEDURES:

304-07 PERSONAL APPEARANCE.
 304-08 FACIAL HAIR POLICY.
 305-01 GENERAL UNIFORM REGULATIONS.
 305-02 UNIFORM CLASSIFICATIONS.
 305-03 UNIFORMS.
 319-03 CIVILIAN MEMBER-UNIFORMS/EQUIPMENT.

CIVILIAN EMPLOYEE REFERENCE MANUAL:

CHAPTER 3 GUIDELINES FOR DRESS CODE.

AUTHORITY: CHIEF OF PERSONNEL
 OPER: LT ZALESKI



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U N I F O R M P R O M O T I O N S

TO DEPUTY CHIEF:

VICTORIA C PERRY	933837	CAB
LUIS A COLON	897216	CJB
FRANK DIGIACOMO	903803	PBMS
CHUNGYOON C HUH	921432	PBQN

TO INSPECTOR:

JONATHAN K CERMELI	929866	LEADER TRN
THERESA PORTALATIN	931899	IAB ADMIN

TO DEPUTY INSPECTOR:

JASON S ZEIKEL	945129	006 PCT
ERIC S SANDSETH	931140	TD 2
JOE A PULGARIN	942914	TD 4
CHARLES E PERRY	937277	INT CIS
PATRICK J MALARKEY	920542	ITSD

TO PROBATIONARY CAPTAIN:

CHRISTINE J STCLAIRE	932009	032 PCT
Yael J MAGORI	942099	078 PCT
SACHI G SINGH	948915	104 PCT
JOSE M GAUTREAUX	938542	INT FIO PRG
RAVI SINGH	949670	ITSD
ALEKSANDR KOVALENKO	944709	IAB

TO LIEUTENANT SPECIAL ASSIGNMENT:

ANA M ARBOLEDA	947891	LIAIS UNIT
SHELDON R ARRINDELL	944335	069 PCT
ERIK J DEPASQUALE	936471	TB

TO PROBATIONARY LIEUTENANT:

MICHAEL T BROSNAN	948697	BX SAT
STEVEN R BUFFIT	948463	TRANSIT SAT

RAQUEL A DUARTE	942130	SSD YRT
DENIS FITZGERALD	952735	CW TRAF TF
SEAN A PALLONE	952086	020 PCT
DIRAN S BUCCELLATO	950120	046 PCT
MELANIE Y WEINSTEIN	955656	060 PCT
JASWANT K DYAL	932588	TD 32
ANN M MALONEY	950813	CCCS
PATRICK S MARSTELLER	955128	FTS
CHRISTOPHER U HASSAN	944638	CMD LVL TRN
JARED M FOX	947000	IAB
JEFFREY LAU	950731	IAB
JUANCARLOS PALACIOS	952084	IAB
CHRISTOPHER L BRUTTING	950117	BX COURT
SONGBO ZHENG	953603	M COURT
JARED B PETRASSI	956164	PBMN
CHRISTOPHER J HARRIS	954542	DCCP

TO SERGEANT SUPERVISOR DETECTIVE SQUAD:

RAYMOND SZE	949712	INT DIV
MICHAEL J SYKORA	926188	INT CIS
JOHN M TOSCANO	937645	INT OAS
VINCENT KONG	931768	013 DET
STEPHEN J API	942958	DET BUR
EUNHA KIM	942006	BK SVS
BREANNE M BARRETT	954523	DRUG ENF TF
ANDRY J DUARTE	946957	NARCBMN

TO SERGEANT SPECIAL ASSIGNMENT:

WILLIAM J COYLE	918895	PB CAD
MICHAEL J BARATTA	950046	062 PCT
CAROLINA ORTEGA	946675	LB PALS
MICHAEL A VENDITTI	952318	BS SU CRT

TO PROBATIONARY SERGEANT:

WILLIAM KWOK	952957	CAB COD
PETER J SMITH	966348	001 PCT
MANKO CHEUNG	950197	005 PCT
FEI DONG	967487	005 PCT
JAMES R ROBINSON	961180	019 PCT
YVONNE SIERRA	965526	019 PCT
BERLINDA J ACEVEDO	941549	025 PCT
GARRETT L TAVERNA	959289	033 PCT
LEWELLYN ALVAREZ	949996	042 PCT
NICHOLAS W DALIA	958466	043 PCT
MOHAMMAD S ISLAM	957703	043 PCT
JOSEPH W DIAZ	941005	050 PCT
ANDY FERREIRA	960535	066 PCT
ZLADIMIR MARDY	954095	066 PCT
LOREN C ORELLANA	965381	067 PCT
RADHA RANA	960087	070 PCT
JAMES J CARAVELLO	965967	072 PCT
PETER P CIAPPA	959552	072 PCT
DEBRA A PARTYKA	935468	075 PCT
JAMES J WARD	958163	078 PCT
KHALIL A ELMENIAWY	962376	083 PCT
JUSTIN O MATEO	959798	084 PCT
ADAM R HEAPHY	960650	090 PCT
DAVID P LOSTAGLIO	966676	100 PCT
MAHBUBUR RAHMAN	966289	100 PCT
JOANNA MARTINEZ	956065	103 PCT
GREGORY E TETI	958115	104 PCT
SEZGIN S CAGIRICI	960305	109 PCT
THOMAS M DOHERTY	959605	109 PCT
TESSA M PITEO	965418	113 PCT

RICHARD M DIPRESSO	950331	114 PCT
JOHN C FISHER	957590	120 PCT
MARIANGELA GRAFFAGNINO	960613	120 PCT
MARVIN VALDEZ	958136	123 PCT
CHRISTOPHER R LAURENCE	954049	TD 20
CHRISTOPHER S AUGER	966448	TD 34
GUSEIN GUSEINZADE	964033	PSA 2
SHARI L WASHINGTON	958164	PSA 3
ANDREW A BOLES	959496	PSA 4
TANISHA N HUSSEY	951835	PSA 4
STEVEN L GRICE	961796	PSA 5
JOSHUA QUINTANA	959908	PSA 8
MANUEL BONILLA	943011	PSA 9
ANTONINO T COSTA	950239	OPS EM PREP
MARIBEL A CRUZ	945600	INT FIO PRG
MANUEL J SANCHEZ	955441	STD
MAX BERMUDEZ	944360	FTS
THOMAS C ROSSI	961205	FTS
HUBERT G CHROSTOWSKI	948782	CAD RECRUIT
EVENS PIERRELOUIS	934064	BK COURT
FABIAN YEPES	962882	SIL
RACHEL S ZAMORA	956345	CO RESPONSE
JOSE J AGUDELO	961596	AVIATION
DAVID CARDONA	960324	SRG 04
TERRY S BRAXTON	965669	SSD YRT
DANIEL A DELACRUZ	961724	PBMN SCOOT
NAWAZUL HAQUE	957658	PBBN
DAVID R MATUOZZI	960903	MS BID
HUASCAR B MORELL	953139	005 DET
DEREK C CAPPONI	958366	017 DET
CHRISTOPHER J LAYTON	963110	044 DET
SAMUEL B MERCADO	957851	046 DET
JOHN L ERRICO	960502	069 DET
JIMMY M ROMERO	962062	088 DET
OMEGA K WALKER	952333	102 DET
MATTHEW P PERULLO	952110	106 DET
DEBRA J MATTEO	957823	120 DET
ANDREW V CIMMINO	965991	122 DET
CHRISTOPHER L BENSON	947897	DB CEIS
BRIAN P MAHON	955116	NARCBMN
ANTONIO ZORRILLA	961480	NBBN MAJOR
RICHARD HODA	945823	WARRSEC
ANDREW J SCAMPOLI	955454	WARRSEC
DIANA KRAVETS	958777	BK CHILD
JOSE M REYNA	942422	NARCBX

TO DETECTIVE FIRST GRADE:

NICHOLAS A MASON	935262	INT PSS
ROBERT M CARTER	942792	INT MSS
JESSICA ROMANCE	941641	POL ACAD
SCOTT W MATEYASCHUK	925908	ESU K9
PARASTOO ROUHI	947442	PBMN

TO DETECTIVE SECOND GRADE:

BRIAN A FESTO	953857	1ST D C
NAHANTARA GONZALEZ	941951	CD OFF
KATRINA L SELKIRK	943804	COD DVU
JAMES M GIAMBOI	947957	BOMB SQ
NICOLE E LEE	936955	ITSD
CHRISTOPHER M VERNAM	942667	TARU
JARRIN L BARKSDALE	956413	CAB
STEPHEN AGOSTA	889483	BS CAS
JAMEL C CRAWFORD	926759	007 DET
RONNIE RIVERA	955385	067 DET
ARGELIS RODRIGUEZ	944943	079 DET
KRISTOPHER L SPERO	940761	114 DET

TATYANA N KRALA	947890	LAB FIREARMS
FERNANDO RODRIGUEZ	954282	NARCBMN
DENISE ENMANUEL	938434	BX CHILD
KONTI MARKVUKAJ	956883	NARCB BX
ELIAS ROBINSON	947409	NARCB BX
DIA Y ALLEN	937966	NBMS MAJOR

TO DETECTIVE INVESTIGATOR:

MICHAEL B KENNEDY	958750	061 DET
KRISTIN A MCDERMOTT	963151	DB LPS
CESAR A ALVAREZ	946741	M SVS
LYTZAIRA LOPEZ	950128	M SVS
EDUARDO E PEREZROMERO	940571	M SVS
MARK R POLAK	967263	M SVS
WILFREDO R RODRIGUEZ	965477	BX SVS
IVAN A TEJADA	953473	TRANSIT SVS
RAMI ALBAHRI	963736	BK SVS
DESTINY I DAVILA	966017	BK SVS
ALEXANDRA FLORIDA	956651	BK SVS
BRITTANY J LORMEL	955095	BK SVS
NICOLE D MURRAY	935379	BK SVS
ANGELA M MARRIOTT	965789	Q SVS
ALICIA P RAMOUTAR	966295	Q SVS
DOMINIQUE D EVEILLARD	966561	BK CHILD
GINA MARTINEZ	964143	BK CHILD
SULHAI E PATRONE	963201	BK CHILD
RHEA TIWARY	942616	BK CHILD
MARLENY ESTEVEZ	962389	BX CHILD

TO DETECTIVE SPECIALIST:

DOMINIQUE DINGMAN	960514	PB
OMARRI L ALLEN	968222	PB COT
MOSHE GINSBERG	962434	TB ATU 3
CHRISTOPHER S TANSEY	942597	048 PCT
DUDNAUTH MOHABIR	952024	INT UOU
ALEX A CONTRERAS	938257	ITSD
JAMAL K JOHNSON	973876	DC TRIALS
CARLTON S CHOTALAL	952582	U-VISA UNIT
KENNETH B CONLAN	941583	AVIATION
DEREK A GHEE	936663	MOUNTED
CHRISTOPHER KU	964101	CAB
NICOLAOS IORDANOU	941043	MS CAS
STACYANN V KENNEDY	957733	BX CAS
SANTIAGO A PERALTA	946532	CRIME PREV
DAMIR KOZARAC	971511	PSB CRT
MICHAEL J MANLEY	944766	HWY 5

C I V I L I A N
P R O M O T I O N S

TO NON-COMPETITIVE EXECUTIVE AGENCY COUNSEL LEVEL M-II:

ALEXIS L LEIST 364053 LEGAL BUREAU
(DESIGNATION OF DIRECTOR, INTELLIGENCE MATTERS CONTINUED)

TO NON-COMPETITIVE CRIMINALIST (DEPUTY DIRECTOR OF LABORATORY) LEVEL M-III:

JEFFREY R SUCKOW 355342 POLICE LAB

(DESIGNATED DEPUTY DIRECTOR, POLICE LABORATORY)

TO PROBATIONARY COMPUTER SYSTEMS MANAGER (NON-MANAGERIAL) :

JAYMIN R SHAH	348679	INFO TECH SERV DIV
SALLY B ROSENBERG	361171	INFO TECH SERV DIV

TO CERTIFIED IT ADMINISTRATOR (DATABASE) LEVEL III:

ZHISHENG HUI	373828	INFO TECH SERV DIV
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TO PROVISIONAL SUPERVISOR OF RADIO REPAIR OPERATIONS:

PAUL S LUCIDO	347701	LSSD PUBLIC SAFETY BB & RADIO SEC
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TO CERTIFIED IT ADMINISTRATOR (LAN/WAN) LEVEL II:

MICHAEL SALERNO	359838	INFO TECH SERV DIV
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TO PRINCIPAL POLICE COMMUNICATIONS TECHNICIAN LEVEL III:

MELISSA L BROWN	339286	COMM SEC
AVERY D RASCOE	339292	COMM SEC

TO NON-COMPETITIVE CRIMINALIST LEVEL III:

MALVINA B ILIEV	367192	POLICE LAB
BENJAMIN C TORRES	367479	POLICE LAB

TO NON-COMPETITIVE CRIMINALIST LEVEL II:

REYEL L BASEA	374950	POLICE LAB
GENESIS S RIVAS	374952	POLICE LAB
KAYLEIGH R ROBERTSON	373613	POLICE LAB

TO STAFF ANALYST LEVEL II:

KARMA LHENDUP	375632	TRAINING BUREAU
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TO PRINCIPAL ADMINISTRATIVE ASSOCIATE LEVEL III:

JANET E CHANG	329641	TD 30
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TO PRINCIPAL ADMINISTRATIVE ASSOCIATE LEVEL II:

TABITHA E BROWN	341062	DC LABOR RELATIONS
JENNIFER M PASCUCCI	344306	COMM AFF BUREAU

TO ASSOCIATE INVESTIGATOR LEVEL II:

MELANIE A BRABHAM	337840	CHARACTER ASMNT SEC
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TO PROVISIONAL MOTOR VEHICLE SUPERVISOR LEVEL II:

ELLEN BARRINGTON	362415	BX CT SEC
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TO NON-COMPETITIVE COMMUNITY COORDINATOR:

JULIAN O OVALLES GARCIA	370910	COMMUNITY OUTREACH DIV
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TO BOOKKEEPER LEVEL III:

JOHN D MYERS	372189	PATROL SERV BUREAU
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TO PROBATIONARY SUPERVISING POLICE COMMUNICATIONS TECHNICIAN:

CARINA RAMIREZ	363707	COMM SEC
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TO PROBATIONARY SENIOR POLICE ADMINISTRATIVE AIDE:

GERALDINE E ST JOHN	364595	043 PCT
QIXIA ZHAO	362499	060 PCT
JUDITH A ANDERSON	365751	072 PCT
ANGELA DIMARCO	365157	CJB COURT MONITORING UNIT 1 (MAN/BX/SI)

TO PROVISIONAL ASSOCIATE FINGERPRINT TECHNICIAN LEVEL I:

STEVEN R CRISCOLA	374673	IDENT UNIT
JAMIE C JORDAN	374687	IDENT UNIT
STEPHEN M SIMON	374529	IDENT UNIT

DESIGNATED GROUP LEADER:

JENAY M GARNER	349212	PBBN SS
SHEREESE H MILLER	349242	PBBN SS
ERICA N WHITE	349797	PBQS SS
ROSE M DELVALLE-MOTA	349668	PBSI SS

ILIANA ARROYO	340139	SSD
DREA M BROASTER	349639	SSD
TIARA C BYRDSO	355765	SSD
EDWARD RIVERA	362792	SSD

PARENT COMMANDS CONCERNED MUST ACKNOWLEDGE RECEIPT OF THIS
MESSAGE VIA PER1 OR CALL 646-610-8310

PARENT COMMANDS SHALL MAKE CERTAIN THAT ALL SUBORDINATE
UNITS AFFECTED BY THIS MESSAGE ARE NOTIFIED AS SOON AS POSSIBLE.

AUTHORITY: CHIEF OF PERSONNEL
OPER: LT ZALESKI