

Office of Administrative Hearings (OAH)

Transmittal
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Procedures Transmittal

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Distribution:

ALB OAH Staff [X]	UPS ALJs/ [X]	Upstate LDSS [X]	Subject: Suffolk County DSS Adjournments
	SUP ALJs [X]	(Suff. Co. Only)	
NYC OAH Staff [X]	NYC ALJs/ []	NYC Agencies []	
	SUP ALJs []		

Effective immediately, all adjournments processed for cases scheduled in Suffolk County should be made to alternate Wednesday calendars, as follows: Until the calendar is filled, intake staff should adjourn cases to March 18, 1998, and then begin adjourning to March 25, 1998. Thereafter, adjournment calendars will be alternate weeks from March 25, 1998.

This only pertains to office adjournments, not those processed at the time of the hearing by the Administrative Law Judge. A calendar has been provided in the Communications Intake Unit which should be consulted and noted appropriately upon granting an adjournment in Suffolk County. Any questions can be directed to your supervisor or to Sue Fiehl at (518) 473-4779 or via e-mail 90j029.

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Mark Lacivita, Director of Administration
Office of Administrative Hearings