

Torres Rojas, Genara

FOIA#14187

From:
Sent: Tuesday, August 06, 2013 7:55 PM
To: Duffy, Daniel
Cc: Torres Rojas, Genara; Van Duyne, Sheree; Qureshi, Ann
Subject: Freedom of Information Online Request Form

Information:

First Name: Marc
Last Name: Galati
Company: PATH
Mailing Address 1:
Mailing Address 2:
City:
State:
Zip Code:
Email Address:
Phone:
Required copies of the records: No

List of specific record(s):

I request a copy of the Port Authoritys policies/procedures regarding the requirement if any of the PA to store or maintain a copy of the job description for every PA job title. More specifically under PATH.

FOI Administrator

August 22, 2013

Mr. Marc Galati

Re: Freedom of Information Reference No. 14187

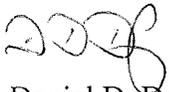
Dear Mr. Galati:

This is a response to your August 6, 2013 request, which has been processed under the Port Authority's Freedom of Information Code (the "Code") for a copy of the Port Authority policies/procedures regarding the requirement if any of the PA to store or maintain a copy of the job description for every PA job title, more specifically under PATH.

Material responsive to your request and available under the Code can be found on the Port Authority's website at <http://www.panynj.gov/corporate-information/foi/14187-O.pdf>. Paper copies of the available records are available upon request.

Please refer to the above FOI reference number in any future correspondence relating to your request.

Very truly yours,



Daniel D. Duffy
FOI Administrator

The Port Authority Trans-Hudson Corporation GENERAL RETENTION SCHEDULE

I - INDUSTRIAL RELATIONS

DESCRIPTION	ALL LOCATIONS RETENTION PERIOD
<p>JOBS</p> <p>Specifications</p>	<p>Permanent</p>