

EXHIBIT 'A'

RE: Melina Cardona **EIN:** 1105078

TITLE: Special Officer

RC: DHS Police Operations

LOCATION: PATH Family Intake Shelter, 151 E. 151st Street, Bronx, NY 10451

ADDRESS OF RECORD: [REDACTED]

SPECIFICATION I:

On or about July 14, 2017, following complaints from PATH staff that there were vehicles blocking the loading dock, it was discovered that your personal vehicle, license [REDACTED], was one of those vehicles. It was further discovered that you had displayed a fraudulent parking placard with the NYC Health and Hospitals Corporation (H+H) Police insignia, "Police Vehicle ID No. 8127," to park your personal vehicle in an unauthorized parking zone near your work site.

On or about July 19, 2017, during an interview with Lieutenant [REDACTED], you admitted to obtaining this fraudulent placard from Peace Officer [REDACTED], who you stated had offered it to you in approximately June 2017, and which you accepted without questioning where he had obtained it. It was thereby ascertained that you had improperly used this fraudulent parking placard from approximately June 2017 to on or about July 14, 2017.

This matter was subsequently referred to the NYC Department of Investigation (DOI). During an interview with DOI, on or about August 3, 2017, you admitted that you had displayed the H+H Police placard on your dash board in order to park by the loading dock where there was a "no standing" parking restriction. You further admitted that PO [REDACTED] had obtained the placard from his friend at H+H for you.

Your behavior and actions, described above, violated the following DHS rules:

- I:** You violated the DHS Code of Conduct, Chapter I, Section 1.1, which states: "Employees shall comply with all of the provisions of this Code of Conduct."
- II:** You violated the DHS Code of Conduct, Chapter I, *Standards of Conduct*, Section 1.2, which provides in relevant part that, "Employees are expected to conduct themselves in a manner which will reflect favorably upon them, upon the Agency and the City. Employees are not to conduct themselves in a manner prejudicial to good order and discipline. Conduct prejudicial to good order and discipline includes, but is not limited to: (e) Engaging in conduct disruptive to the operations of the Department; (g) violations of any of the applicable ethical rules of conduct for City employees contained in Chapter 68 of the New York City Charter; or (j) Any conduct that would reflect poorly on the Department or tend to bring the City or the Department into disrepute."

- III:** You violated the DHS Code of Conduct, Chapter II, Section 2.8, which provides that, “Employees shall not solicit, accept, or agree to accept any benefit from another person upon agreement or understanding that that such employee’s actions, decisions, judgement, opinion or exercise of discretion as an employee will thereby be influenced. (c) *Official Misconduct*: A public servant is guilty of official misconduct when, with intent to obtain a benefit or injure or deprive another person of a benefit: (i) He or she commits an act relating to his or her office but constituting an unauthorized exercise of his or her official functions, knowing that such an act is unauthorized; (ii) He or she knowingly refrains from performing a duty that is imposed on him or her by law or is clearly inherent in the nature of his or her office. (See Penal Law section 195.00)”
- IV:** You violated the DHS Code of Conduct, Chapter IV, Section 2.10, *Lawful and Ethical Conduct*, which states: “Employees shall immediately report all instances of corruption, criminality, or conflict of interest to COIB or DOI.”
- V:** You violated the DHS Code of Conduct, Chapter IV, Section 2.2, *Lawful and Ethical Conduct*, which states: “Employees shall not knowingly make any false entry upon or alter any record of the City or Agency nor shall any employee submit, or cause to be submitted, any false document.”
- VI:** You violated the DHS Code of Conduct, Chapter IV, Section 4.1, *Performance of Duties*, which states: “Each employee shall perform all duties which are specified by the employee’s Tasks and Standards. Employees are expected to carry out all work assignments given to them by their Supervisor as accurately and efficiently as possible.”
- VII:** You violated the DHS Peace Officer Guide, Procedure No. 105-04, *General Regulations- Prohibited Conduct*, which states that DHS Peace Officers are prohibited from, (6) “Using agency or police logo for any reason (including the production of business cards, parking permits, plaques, stickers or any items of clothing) unless authorized by the Deputy Commissioner in writing.”
- VIII:** You violated the DHS Peace Officer Guide, Procedure No. 105-04, *General Regulations- Prohibited Conduct*, which states that DHS Peace Officers are prohibited from, (8) “Displaying any agency or police logo, patch, plaque, sticker, card or item of clothing in a private vehicle or any other location for any reason.”
- IX:** You violated the DHS Peace Officer Guide, Procedure No. 105-04, *General Regulations- Prohibited Conduct*, which states that DHS Peace Officers are prohibited from, (17) “Engaging in conduct prejudicial to good order, efficiency, or discipline of the agency.”
- X:** You violated the DHS Peace Officer Guide, Procedure No. 105-04, *General Regulations- Prohibited Conduct*, which states that DHS Peace Officers are prohibited from, (21) “Possessing or displaying police shield or identification card

or similar object, except for official duty authorized by the Deputy Commissioner in writing.”

XI: You violated the DHS Peace Officer Guide, Procedure No. 105-04, *General Regulations- Prohibited Conduct*, which states that DHS Peace Officers are prohibited from, (26) “Knowingly associate with any person or organization (d) reasonably believed to be engaged in, likely to engage in, or have engaged in criminal activities.”

XII: You violated Chapter 68 of the City Charter, Section 2604(b)(3), which states, “No public servant shall use or attempt to use his or her position as a public servant to obtain financial gain, contract, license, privilege or other private or personal advantage direct or indirect, for the public servant or any person or firm associated with the public servant.”