



PROMOTION CEREMONY GUIDELINES

PERSONNEL ORDERS DIVISION INFORMATION

Friday, April 25th, 2025

FROM: PERSONNEL ORDERS DIVISION
 TO: COMMANDS CONCERNED
 SUBJECT: PROMOTION CEREMONY GUIDELINES - APRIL 25, 2025

THE POLICE COMMISSIONER WILL HOST A PROMOTION CEREMONY ON FRIDAY, APRIL 25, 2025. ACCORDINGLY, PERSONNEL BEING PROMOTED ARE DIRECTED TO REPORT AT 0730 HOURS WITH THEIR I.D. CARD TO POLICE HEADQUARTERS, ONE POLICE PLAZA, AUDITORIUM. THE CEREMONY WILL COMMENCE AT 1100 HOURS.

TO ENSURE THE CEREMONY REFLECTS THE PROFESSIONALISM AND DIGNITY OF THE OCCASION, GUESTS ARE EXPECTED TO CONDUCT THEMSELVES WITH APPROPRIATE DECORUM. WHILE CELEBRATING YOUR CO-WORKERS' ACHIEVEMENTS IS ENCOURAGED, CERTAIN BEHAVIORS, SUCH AS THE USE OF AIR HORNS, POSTERS, OR OTHER NOISE-MAKING DEVICES, CAN DISRUPT THE PROCEEDINGS, DELAY THE PROCESS, AND DETRACT FROM THE ACCOMPLISHMENTS OF OTHERS.

FOR THIS REASON, NOISE-MAKING DEVICES AND LARGE POSTERS WILL NOT BE PERMITTED IN THE AUDITORIUM. WE ASK THAT APPLAUSE AND CHEERS REMAIN BRIEF AND RESPECTFUL SO THE CEREMONY CAN PROCEED SMOOTHLY AND MAINTAIN A PROFESSIONAL TONE.

GUESTS WILL BE PERMITTED ENTRY BEGINNING AT 1000 HOURS AND MUST BE SEATED BY 1045 HOURS TO ENSURE THE TIMELINESS OF THE CEREMONY. ADDITIONALLY, DUE TO SEATING CONSTRAINTS, PROMOTEEES ARE ASKED TO LIMIT THE NUMBER OF GUESTS IN ATTENDANCE. ONCE ALL AVAILABLE SEATS IN THE AUDITORIUM ARE OCCUPIED, MEMBERS OF THE SERVICE WILL BE ASKED TO VIEW THE PROMOTION IN THE MULTIPURPOSE ROOM ADJACENT TO THE AUDITORIUM LOCATED ON THE 1ST FLOOR. 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, APRIL 25, 2025, ARE EXCUSED FROM ALL DUTY UNTIL 0700 HOURS, APRIL 26, 2025.

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, EQUITY AND INCLUSION 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:

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| 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



PROMOTION CEREMONY
PERSONNEL ORDERS DIVISION INFORMATION
Friday, April 25th, 2025

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 TO: COMMANDS CONCERNED
 SUBJECT: PROMOTION CEREMONY - APRIL 25, 2025

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

TO DEPUTY CHIEF:

BRUCE P CEPARANO	933682	CD OFF
COURTNEY B NILAN	935402	INT DIV
VINCENT J TAVALARO	937610	PBQN

TO INSPECTOR:

JOSEPH T KERSTING	901050	DB SIU
TAO CHEN	934627	PBMS
LAVONDA M WISE	933485	PBQN

TO DEPUTY INSPECTOR:

LUIGI CARRUBBA	925035	122 PCT
WAHEED AKHTER	936106	TD 23
ELTON D COHN	920135	PSA 3

TO PROBATIONARY CAPTAIN:

ANGEL L CRESPO	944472	040 PCT
PAWEL LACHOWSKI	940350	048 PCT
EDSON GLORAGILLE	936671	077 PCT
SASTRI K DRYSDALE	941684	090 PCT
JAEWON KIM	944701	108 PCT
JUNKAO ZHANG	937788	PSA 8
MUHAMMAD AHMED	939848	WTC CMD
LAIMUNDAS BRAZYS	937803	SRG 1

TO LIEUTENANT COMMANDER DETECTIVE SQUAD:

ALBERTO A PUENTE	939253	033 DET
DONALD G KUNST	933902	079 DET

TO LIEUTENANT SPECIAL ASSIGNMENT:

NICHOLAS M PERAGINE	935489	PBBS
ROBERT MURRAY	910670	MTN PCT
KIMBERLY M MALDONADO	942022	102 PCT
LATESHA S CALLAHAN	939963	PB CAD

TO PROBATIONARY LIEUTENANT:

SILDA KOKOMECEI	955020	IAB
LUIS ALICEA	951489	IAB
DARNELL S JONES	944685	IAB IU 10
ROBERT CIBOROWSKI	951613	ERMS PAS
THOMAS J DAY	940056	005 PCT
CARY M OLIVA	955272	023 PCT
RAY SORIANO	956275	043 PCT
DANNY LORA	950780	045 PCT
MICHELLE FIGUEROA	948964	061 PCT
MEGHAN A CABAN	952469	072 PCT
FAYAZ KHAN	952928	081 PCT
JORGE R POCASANGRE	953258	112 PCT
SEAN R CONIKER	940020	MS CRIME ANL
JASON LIN	955065	M COURT
ARTURO GOMEZ	954876	SRG 05
KEVIN C KELLY	950671	CRIME PREV
CARLOS A BARAHONA	938023	PBMN SCOOT
YENNY PEREZ	940569	PBBN
MATTHEW J JAGODA	948050	MTS DET
ROBERT B ORLANDO	942293	032 DET

TO SERGEANT SUPERVISOR DETECTIVE SQUAD:

STEVEN K SCOPINICH	946231	DBQS VIDEO
ALVIN RODRIGUEZ	933273	IAB
ARIANA E ESTEBAN	943213	IAB IU 21
BRIAN P GRIBBIN	945790	BN VICE
IAN S SCHEINBLUM	941140	DRUG ENF TF

TO SERGEANT SPECIAL ASSIGNMENT:

JASON C CRAWFORD	950246	INT CDU
GILBERT M VEGA	921832	P S B
MANUEL L MERCEDES	940469	TB MCTF
DARYA V HANLEY	936341	FISCAL AFF
RICHARD J JONES	923992	SRG 1

TO DETECTIVE FIRST GRADE:

ARNALDO A NUNEZ	904679	JTTF
MICHELLE MARTINEZ	935258	IAB
ERICA MADDEN	931343	111 DET
THOMAS A MOORE	942232	F S S

TO DETECTIVE SECOND GRADE:

KEVIN J MOCKEL	947261	PCO
ANNA R CARRASCO	943053	VGANG TF
JOSE M SANTIAGO	931970	JTTF
LYHEEM R OLIVER	947311	INT EPU
RICHARD ORTEGA	956991	INT EPU
PENELOPE C SEAMAN	916672	ESU
BRIAN P WARGO	926283	ESS 04
MARKIAN T KOPYSTIANSKYJ	936884	SCUBA UNIT
DENISE M MANFREDO	938927	108 DET
SASHA BRUGAL	942463	DB BXHM

SHELDON R SMITH	933584	DB BXHM
KARLINA CORTES	939840	DB MNHM
CARLOS M PAGAN	943642	DB MNHM
JAMES J ZOZZARO	942747	QS HOMICIDE
MICHELE M MAZZA	944783	SI HOMICIDE
VALERIE E MATTEO	950848	SI SVS

TO DETECTIVE INVESTIGATOR:

RACHEL C CORSO	945734	CAP UNIT
NICOLAS SAVITT	949629	INT DIV
DANIL DEMCHENKO	967478	INT OAS
WILSON VERNELLY	929308	INT OAS
KEVIN G NASH	957889	IAB
CHRISTINA M ROMERO	956219	IAB
SHENETTA D WALKER	949922	TARU
ABEL DUPRES	963498	041 DET
ALEXANDRA R MICHAELS	953107	041 DET
SHADMAN ALAM	969468	102 DET
CHRISTOPHER M CHACON	963446	AC ZONE I
VICENTE O MATIAS	965313	AC ZONE I
MARTIN C MCMANUS	937074	AC ZONE I
FELIX A RODRIGUEZ	952175	AC ZONE I
DIMITRIOS SOTIRIOU	949684	AC ZONE I
RYAN VALDEZ	966376	AC ZONE I
NADIA V ALVAREZ	954479	AC ZONE II
ASHLEY M HINES	965192	AC ZONE II
ZACHARY J LAVENDER	950732	AC ZONE II
REDMOND G MURPHY	956119	AC ZONE II
HALA M SALEM	962769	M SVS
RICHARD I VALDEZ	942563	BXROBSQ
JAMES D MIFSUD	961953	QN VICE
DAKOTA L MYER	969244	NARCBQN
BIANCA P GONZALEZ	965144	C SCENE
JAMES C FOWLER	967512	WARRSEC
KEVIN P GREANEY	966082	WARRSEC
MELODY K RAMIREZ	964718	WARRSEC
KOMIKO J CANDELARIOTOTH	936291	SI SVS
JEAN C GERMOSEN	963537	NARCB BX
NEFI R NAVARRO	965364	NARCB BX
ELON Z JAMESROBINSON	966116	NARC SI

TO DETECTIVE SPECIALIST:

DANIEL L TOSADO	949738	D C P I
DANIEL T DELPINO	948868	CSO
MARLEGGNI JOAQUINREYES	948226	TB ATU 1
DAJON S PANTON	959872	001 PCT
MICHAEL A VOLLARO	933461	024 PCT
MARIO E GUERRERO	951796	063 PCT
MANDEEP S CHEEMA	950196	102 PCT
IVAN R NUNEZ	957904	TD 4
ANTHONY S WILSON	945103	TD 33
EDWARD REYES	951128	BX CAS
JOSEPH F SAFATLE	951194	MS CAS
PIA J SMITHSANDS	939498	BX CAS
TAMIKA S WILBOURN	943952	HSG CAS
KATHERINE ABREU	954457	TB

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

TO ADMINISTRATIVE TRAFFIC ENFORCEMENT AGENT LEVEL M-II:

HARJINDER SINGH 337792 QS TRAFF ENF UNIT
(DESIGNATED DEPUTY DIRECTOR, FIELD OPERATIONS)

DESIGNATED OPERATIONS SUPERVISOR:

NICHOLAS D MARKATOS 348732 FLEET SERV DIV
(DESIGNATION OF DISTRICT SUPERVISOR IS DISCONTINUED)

TO ADMINISTRATIVE STAFF ANALYST (NON-MANAGERIAL) III:

MARINA ESTEVEZ 340615 SUPPORT SERV BUREAU
(DESIGNATED SUPERVISOR OF ADMINISTRATIVE OPERATIONS)

DESIGNATED DISTRICT SUPERVISOR:

BENJAMIN K ANATSUI 349298 FLEET SERV DIV

DESIGNATED DEPUTY DIRECTOR, PROPERTY CLERK DIVISION:

KONSTANTINA BANTOUNAS 326267 PROP CLERK DIV

TO PROBATIONARY ADMINISTRATIVE STAFF ANALYST (NON-MANAGERIAL) I:

SARAH B BARRANCA 373078 PRINTING SEC
(DESIGNATED EXECUTIVE ASSISTANT TO THE DEPUTY COMMISSIONER, SUPPORT
SERVICES BUREAU)

DESIGNATED SUPERVISOR, CIVILIAN HIRING UNIT:

JASON V. THOMAS 368438 STAFF ADMIN SECTION

TO CERTIFIED IT ADMINISTRATOR (LAN/WAN) LEVEL IV:

JANE P BANZON 359836 INFO TECH SERV DIV

TO NON-COMPETITIVE AGENCY ATTORNEY LEVEL IV:

LAURA BLACKHOLT	361937	LEGAL BUREAU
BRIAN M DERR	353576	LEGAL BUREAU
JESSIE A MURPHY	346320	LEGAL BUREAU

TO COMPUTER SPECIALIST (SOFTWARE) LEVEL II:

LUIS E TICONA	332529	INFO TECH SERV DIV
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TO CERTIFIED IT ADMINISTRATOR (LAN/WAN) LEVEL II:

STEVEN CHEUNG	368142	ITSD BODY-WORN CAMERA UNIT
GARY C CHEN	359637	INFO TECH SERV DIV
THOMAS SIMO	374435	INFO TECH SERV DIV

TO NON-COMPETITIVE CITY RESEARCH SCIENTIST LEVEL III:

JOAN A VARGAS	367473	SIB PROJ MGMT OFF
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TO NON-COMPETITIVE AGENCY ATTORNEY LEVEL II:

SCOTT M HIGGINS	372217	LEGAL BUREAU
STAVROULA KOUVARAS	374039	DC DEPT ADVOCATE
SPENCER R STRESING	378243	DC DEPT ADVOCATE

TO PRINCIPAL ADMINISTRATIVE ASSOCIATE LEVEL III:

LAURA J SALERNO	349367	123 PCT
RENEE L ATKINSON	326265	DBBS
SYDELL MACK	337508	HUMAN RES DIV
MELODY E NIEVES	324299	INFO TECH BUREAU
ADRIENNE A ALLEN	350210	CRIM JUST BUREAU

TO PRINCIPAL ADMINISTRATIVE ASSOCIATE LEVEL II:

MARLA D LONEY	327575	060 PCT
YOLANDA D KNIGHT	326841	072 PCT
THELMA BORDEN	326784	104 PCT

TO PROBATIONARY PRINCIPAL ADMINISTRATIVE ASSOCIATE LEVEL I:

WYTINA S JOHNSON	351118	069 PCT
CATHERINE F. ABDULLAH	350965	076 PCT
CHRISTY C AYALA	351708	EMPLOY RES SEC
ZADRIAN STEWART	350902	CAD

ASHLEY R HARRIS-ALSTON	352143	LIFE-SAFETY SYST DIV
SELENA T CHERRY	351150	PROF STANDARDS DIV
CHARISMA S WEATHERSPOON	351142	OPERATIONS DIV

TO PROBATIONARY ASSOCIATE TRAFFIC ENFORCEMENT AGENT LEVEL I:

MD M RASHED	371237	MS TRAFF ENF 2
KHONDOKAR A ABBAS	365877	MS TRAFF ENF 6
FAJLE E MIAH	362600	SO INTERSECTION CTRL

TO PROBATIONARY SENIOR POLICE ADMINISTRATIVE AIDE:

TRIQUEL M DAVIS	372126	MTN PCT
CRYSTAL J MITCHELL	372149	024 PCT
BRIANNA G RIOLLANO	372155	122 PCT
LOURDES B FLORES	359262	PSA 9
RHEA A MADERA	372301	MTN DET SQD
SHIKIMA R ATKINS	372110	ESU
ANNE LIN	371582	FORENSIC INV DIV

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