

Special Regulation 1.05. A Ranking Command Officer when used in these rules shall mean a Lieutenant or higher in the Police **[Bureau] Department** or a Battalion Chief or higher in the Fire **[Bureau] Department**.

Special Regulation 1.06. Administrative Suspension when used in these rules shall mean a suspension of an employee, placed in effect only by the Chief of the Police **[Bureau] Department** or the Chief of the Fire **[Bureau] Department** and predicated upon fact or facts involving an infraction of order, regulation or directive, or a breach of discipline coming to his attention subsequent to commission of the infraction.

Special Regulation 1.07. Order, Regulation and Directive when used in these rules shall mean any Order, Regulation or Directive issued verbally or in writing to members of the Police or Fire **[Bureau]** by the Chief of the **[Bureau] Department**.

Special Regulation 2.01. Public announcement of proposed tests and acceptance of applications for employment in the Fire and Police **[Bureaus] Departments** shall be posted on a bulletin board easily accessible to the general public in the Office of Personnel.

Special Regulation 2.02. Announcement of an opening or openings in the Fire and Police **[Bureaus] Departments** shall be posted on the Office of Personnel bulletin board for at least five working days prior to the holding of the entrance examination administered by the Office of Personnel.

Special Regulation 2.03. All appointments made to the Fire and Police **[Bureaus] Departments** **[of the Department of Public Safety]** shall be made from qualified applicants, and all applicants for employment in the Police **[Bureau] Department** must not be less than twenty-one years of age, and shall not have reached their thirty-sixth birthday at the time of their appointment, except as to police cadets, whose ages shall be between eighteen and twenty-one years of age, and all applicants for employment in the Fire **[Bureau] Department** must not be less than twenty years of age and shall not have reached their thirty-sixth birthday at the time of their appointment.

Special Regulation 2.04. All applicants for employment in the Police and Fire **[Bureaus] Departments** must pass a physical examination before a physician or physicians appointed by the **[Director of Public Safety] Chief of the respective department** and approved by the Administrative Officer. The applicant must be certified by the examining physician or physicians as being capable of meeting the physical, medical and mental requirements established by the **[Director of Public Safety] respective department**.

Special Regulation 2.05. All applicants for appointment to the Police and Fire **[Bureaus] Departments** shall be proven by investigation to be of good reputation, character and morals.

Special Regulation 2.06. Applicants for employment in the Police and Fire **[Bureaus] Departments** must pass an entrance examination administered by the Office of Personnel and must achieve a minimum passing grade to be established by the Director of Personnel and the **[Director of Public Safety] Chief of the respective department**.

Special Regulation 2.07. The Director of Personnel shall prepare an eligible list of applicants who have successfully completed the written examination and the required investigations as to reputation, character and morals. The general average rating shall determine the order of relative standing of the applicant on the eligible list. No eligible appli-