



# INFORMATION ANNOUNCEMENT

Andrew M. Cuomo  
Governor

RoAnn M. Destito  
Commissioner

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## Business Services Center Human Resources Operations New Location

As the Office of General Services continues to expand the State's new Business Services Center (BSC), we will be expanding the footprint of the BSC. Effective Wednesday, April 17, 2013, the Human Resources (HR) side of the BSC operation will move to 540 Broadway in downtown Albany.

For you, nothing will change and you will not need to do anything differently. The hours of operation (8:30 a.m. to 5:00 p.m.) will remain the same, as will the services provided. Our phone number and contact information will also remain the same. You can reach us by phone at (518) 457-4272, or by fax at (518) 486-9166. All correspondence should continue to be addressed to our current HR mailing address as follows: BSC-HR Unit, Corning Tower, 32nd Floor, Albany, NY 12242.

Good customer service is one of the cornerstones of the BSC, and we look forward to working together to ensure that we are providing the best customer service possible. We thank you for your continued cooperation. If you have any questions, or suggestions, please submit them to the BSC at [BSC@ogs.ny.gov](mailto:BSC@ogs.ny.gov). We also encourage you to visit the BSC's website, <https://bsc.ogs.ny.gov>, for important information and updates.

*For more information visit the BSC website or contact the BSC today!*

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Email: [bsc@ogs.ny.gov](mailto:bsc@ogs.ny.gov)  
Website: <https://bsc.ogs.ny.gov>

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