

The New York City Council

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agencies polices regarding work-related communications during non-work hours

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Attachments: 1. Summary of Int. No. 1605, 2. Int. No. 1605, 3. May 10, 2017 - Stated Meeting Agenda with Links to

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Int. No. 1605

By Council Members Richards, Espinal, Vacca, Levin, Rosenthal, Koslowitz and Gentile

A Local Law to amend the administrative code of the city of New York, in relation to New York City agencies polices regarding work-related communications during non-work hours

Be it enacted by the Council as follows:

Section 1. Chapter 1 of title 12 of the administrative code of the city of New York is hereby amended to add a new section 12-140 to read as follows:

§ 12-140. Work-related communications during non-work hours. a. Within 90 days of the enactment of this local law, each agency of the city of New York shall generate a policy regarding the off-hour work-related usage of electronic communications, including but not limited to, mobile phones and electronic mail. Such policy may contain:

(a) Guidelines for usage by such agency's employees of city-owned mobile phones during non-work hours;

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- (b) guidelines for such agency's employees accessing of city electronic mail accounts during non-work hours;
- (c) guidelines for such agency's employees usage of other forms of communication in connection with their employment during non-work hours;
- (d) clear differentiation, if necessary, if any elements of the policy are different for managerial and non-managerial employees; and
 - (e) exceptions, if any, to such policy.
- b. Within 120 days of the enactment of this local law, each agency shall transmit its policy regarding work-related communications during non-work hours to the mayor.
 - § 2. This local law shall take effect immediately.

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