

**LOCAL LAWS
OF
THE CITY OF NEW YORK
FOR THE YEAR 2023**

No. 15

By Council Members Won, Restler, Hanif, Hudson, Sanchez, Louis, Gutiérrez, Velázquez, Narcisse, Menin, Brannan, Avilés, Cabán, Ossé, Rivera, Mealy and Gennaro.

A LOCAL LAW

To amend the administrative code of the city of New York, in relation to translation services for compliance materials

Be it enacted by the Council as follows:

Section 1. Paragraph 1 of subdivision a of section 23-1102 of the administrative code of the city of New York, as added by local law number 30 for the year 2017, is amended read as follows:

1. identifying and translating: *(a) those documents most commonly distributed to the public that contain or elicit important and necessary information regarding the provision of basic city services; and (b) those documents most commonly distributed to the public that contain or elicit important and necessary information regarding enforcement of the laws and rules enforced by such agency;*

§ 2. Paragraphs 7 and 8 of subdivision b of section 23-1102 of the administrative code of the city of New York, as added by local law number 30 for the year 2017, are amended to read as follows:

7. incorporate plain language principles for documents most commonly distributed to the public that contain or elicit important and necessary information regarding the provision of basic city services *and the enforcement of laws and rules*, and for other public communications, by using

plain language, where possible, in place of technical, legal, or specialized terms, and by using layout and design strategies to make such documents and communications easier to read, understand, and act upon;

8. incorporate the training of frontline workers and managers, *including inspectors and other enforcement staff*, on language access policies and procedures;

§ 3. This local law takes effect 120 days after it becomes law.

THE CITY OF NEW YORK, OFFICE OF THE CITY CLERK, s.s.:

I hereby certify that the foregoing is a true copy of a local law of The City of New York, passed by the Council on December 21, 2022 and returned unsigned by the Mayor on January 20, 2023.

MICHAEL M. McSWEENEY, City Clerk, Clerk of the Council.

CERTIFICATION OF CORPORATION COUNSEL

I hereby certify that the form of the enclosed local law (Local Law No. 15 of 2023, Council Int. No. 700-A of 2022) to be filed with the Secretary of State contains the correct text of the local law passed by the New York City Council, presented to the Mayor and neither approved nor disapproved within thirty days thereafter.

STEPHEN LOUIS, Acting Corporation Counsel.