

FORM 3 (AGENCY REPORT) (Due on or before July 31, 2022)

Agency:	Fire Department of the City of New York		
Agency Privacy Officer:	James N. Saunders, Esq.		
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Date of Report:	July 27, 2022		

1. Specify the type of identifying information collected or disclosed (check all that apply):	
<input checked="" type="checkbox"/> Name <input checked="" type="checkbox"/> Social security number (full or last 4 digits)* <input checked="" type="checkbox"/> Taxpayer ID number (full or last 4 digits)*	<p><u>Work-Related Information</u></p> <input checked="" type="checkbox"/> Employer information <input checked="" type="checkbox"/> Employment address
<p><u>Biometric Information</u></p> <input checked="" type="checkbox"/> Fingerprints <input checked="" type="checkbox"/> Photographs <input checked="" type="checkbox"/> Palm and handprints* <input type="checkbox"/> Retina and iris patterns* <input type="checkbox"/> Facial geometry* <input type="checkbox"/> Gait or movement patterns* <input checked="" type="checkbox"/> Voiceprints* <input type="checkbox"/> DNA sequences*	<p><u>Government Program Information</u></p> <input checked="" type="checkbox"/> Any scheduled appointments with any employee, contractor, or subcontractor <input checked="" type="checkbox"/> Any scheduled court appearances <input checked="" type="checkbox"/> Eligibility for or receipt of public assistance or City services <input checked="" type="checkbox"/> Income tax information <input checked="" type="checkbox"/> Motor vehicle information
<p><u>Contact Information</u></p> <input checked="" type="checkbox"/> Current and/or previous home addresses <input checked="" type="checkbox"/> Email address <input checked="" type="checkbox"/> Phone number	<p><u>Law Enforcement Information</u></p> <input checked="" type="checkbox"/> Arrest record or criminal conviction <input checked="" type="checkbox"/> Date and/or time of release from custody of ACS, DOC, or NYPD <input checked="" type="checkbox"/> Information obtained from any surveillance system operated by, for the benefit of, or at the direction of the NYPD
<p><u>Demographic Information</u></p> <input checked="" type="checkbox"/> Country of origin <input checked="" type="checkbox"/> Date of birth* <input checked="" type="checkbox"/> Gender identity <input checked="" type="checkbox"/> Languages spoken <input checked="" type="checkbox"/> Marital or partnership status <input checked="" type="checkbox"/> Nationality <input checked="" type="checkbox"/> Race <input checked="" type="checkbox"/> Religion <input checked="" type="checkbox"/> Sexual orientation	<p><u>Technology-Related Information</u></p> <input checked="" type="checkbox"/> Device identifier including media access control MAC address or Internet mobile equipment identity (IMEI)* <input checked="" type="checkbox"/> GPS-based location obtained or derived from a device that can be used to track or locate an individual* <input checked="" type="checkbox"/> Internet protocol (IP) address* <input checked="" type="checkbox"/> Social media account information
<p><u>Other Types of Identifying Information</u> (list below): Signature; Health Information; Agency Identification Numbers (e.g. Reference numbers, Shield Numbers, Badge Numbers).</p>	
<p>*Type of identifying information designated by the CPO (see CPO Policies & Protocols § 3.1.1).</p>	

2. Explain why the collection and retention of identifying information described in Question 1 furthers the purpose or mission of your agency.

The collection and retention of identifying information enables the Fire Department of the City of New York (hereinafter “FDNY”) to properly exercise the powers and authority granted to the FDNY to extinguish fires, preserve lives through the prevention of fires, investigate causes and origins of fires, provide general ambulance services, emergency medical services and other response services necessary to preserve public health, safety and welfare, and to enforce Fire laws. In fulfilling its duties, the FDNY only collects and retains the minimum amount of identifying information necessary to (1) comply with NY City, State and federal laws and mandates; and (2) to increase the effectiveness of FDNY’s duties through planning public education, prevention and emergency response preparedness.

3. Describe the following types of collections and disclosures: (1) pre-approved as routine, (2) pre-approved as routine by the APOs of two or more agencies, or (3) approved by the APO on a case-by-case basis. Appendix B of the Agency Guidance on the 2022 Biennial Compliance Process includes examples of routine and non-routine collections and disclosures.

Add additional rows as needed.

Describe the Collection or Disclosure	Classification Type
Please see attached document (“Form 3-Supplement-FDNY Routine Collections and Disclosures 2022 - Final.pdf”). The FDNY does not currently have collections classified as (2) pre-approved as routine by APOs of two or more agencies, or (3) approved by the APO on a case-by-case basis.	<input checked="" type="checkbox"/> Pre-approved as routine <input type="checkbox"/> Approve as routine by two or more agencies <input type="checkbox"/> Approved by APO on a case-by-case basis
	<input type="checkbox"/> Pre-approved as routine <input type="checkbox"/> Approve as routine by two or more agencies <input type="checkbox"/> Approved by APO on a case-by-case basis

N.Y.C. Admin. Code §23-1205(a)(1)(f)

4. If applicable, describe the types of collections and disclosures of identifying information involving your agency that have been approved by the Chief Privacy Officer as being in the best interests of the City.

Add additional rows as needed.

Describe Type of Collection or Disclosure
Not applicable.

N.Y.C. Admin. Code §23-1202(b)(2)(b); 23-1205(a)(1)(b)

5. Describe the agency’s current policies regarding requests for disclosures from other City agencies, local public authorities or local public benefit corporations, and third parties. Be as specific as possible.

NOTE: For questions 5 – 11, refer as necessary to the Model Citywide Protocol for Handling Third Party Requests for Information Held by City Agencies (on file with the Office of Information Privacy) and the Identifying Information Rider.

Policies specifically addressing Local Laws 245/247 have been developed. The FDNY currently ensures that all requests are vetted and meet existing privacy laws and policies including the FDNY’s HIPAA Privacy and Security Policies and Operating Procedures as well as the guidance from the Chief Privacy Officer.

6. Do the above policies address access to or use of identifying information by employees, contractors, and subcontractors? Yes No

7. If YES, do those policies specify that access to identifying information must be necessary to perform their duties? Yes No

8. Describe whether the policies are implemented in a manner that minimizes access to the greatest extent possible while furthering the purpose or mission of the agency. Yes, see applicable policies.

N.Y.C. Admin. Code §§23-1205(a)(1)(c)(1), and (4)

9. Describe the agency’s current policies for handling proposals for disclosures of identifying information to other City agencies, local public authorities or local public benefit corporations, and third parties. Be as specific as possible.

It is the policy of the Fire Department to preserve the confidentiality of identifying information and to use and disclose such information only for such purposes as are authorized by law and regulation. Below are the current policies, practices and procedures as described by each Bureau/unit:

FDNY Bureau/Unit	Policy/Procedure Description
Communications	When requested by FDNY Bureaus, tapes are made, logged in, and the party signs for them. No cameras are allowed in PSAC facilities. Tape procedures as previously described.
Emergency Medical Services	The following policies and procedures set forth the FDNY’s policy with respect to preserving the confidentiality of patient health information generated in connection with the provision of pre-hospital emergency medical treatment and transport in the New York City 911 system, and procedures for the authorized use and disclosure of such information: Confidentiality, Use and Disclosure of Patient Health Information (EMS OGP 113-05); Security Policies and Operating Procedures for the Protection of Electronic Protected Health Information (EMS OGP 113-10). Both policies are compliant with the requirements of NYS Public Health Law, HIPAA and HITECH including the HIPAA Privacy Regulations, HIPAA Security Regulations, and HIPAA Breach Notification Regulations.
Equal Employment Opportunity	EEO is required to provide DCAS with the name of the parties to a complaint. EEO enters the information directly into the DCAS database. In addition, EEO provided complaint information to the FDNY Internal Audit. The EEO Policy provides that the information provided to the EEO Office in the course of an investigation is

	confidential. Otherwise, the EEO does not have written policy.
Facilities	The Bureau's informal policy is that it does not release any information to external sources without prior consultation with the FDNY's Bureau of Legal Affairs and the Privacy Officer.
Fire Investigations	The Bureau may share information with the NYPD if a joint investigation is underway. The Bureau may share information with other Bureaus in the FDNY. The Bureau may consult with FDNY's Bureau of Legal Affairs and the Privacy Officer, if there are questions in regard to the release of information.
Fire Operations	Information is disclosed solely to support the operational needs of the FDNY. Most disclosures of information are to other employees within the organization and, usually, are made by those in high ranks.
Fire Prevention	The Bureau of Fire Prevention makes disclosures to members of the public upon request. Requesters need to provide an authorization letter or are otherwise referred to the FDNY's Bureau of Legal Affairs and the Privacy Officer in order to receive access to information. Persons requesting permit and/or account information are referred to the FDNY Public Records Unit. All records shared to other City Agencies are authorized by FDNY.
Government Affairs & Special Programs	The Bureau discloses identifying information in the course of trying to fulfill requests for service e.g. conducting an inspection or investigating a referral of a hazardous condition. This information is disclosed to FDNY employees or other city agencies that may be relevant to respond.
Health Services	Bureau of Health Services (BHS) and its Counselling Services Unit (CSU) follow the policies outlined in the Department policy related to the use and disclosure of the BHS records. For instance, patients must give written consent before their information is disclosed to any other party. In addition, WTC HP follows HIPAA Security and Privacy Policies. These Policies are compliant with the requirements of NYS Public Health Law, HIPAA and HITECH including the HIPAA Privacy Regulations, HIPAA Security Regulations, and HIPAA Breach Notification Regulations. Furthermore, WTC HP has BAAs and MOUs when sharing information as required by the Policies.
Human Resources	HR staff in all units must discuss disclosures with the Division Head and/or Assistant Commissioner when requests fall outside the common requests. Common requests would include verification of employment, disability, etc. These requests are submitted and responded to only with the employee's authorization/signature for release. Uncommon requests would include outreach by attorneys, subpoenas, politicians, etc. Such requests are referred to FDNY's Bureau of Legal Affairs and the Privacy Officer for guidance/response.
Internal Audit	Disclosures are made by the Executive Manager of the Bureau for the purposes of complaining of external audits and with the consultation from the Privacy Officer.
Investigations & Trials	Receipt of an official email request has to be obtained prior to disclosure. Personal Identifying information of members (other than name, work location, shield number etc.) are required to be redacted prior to dissemination of the information. Personal identifying patient information is required to be redacted, including the patient names, addresses, phone numbers and any other identifiers.
Legal Affairs	Disclosures must be court ordered (subpoenas, HIPAA release forms, etc.) and must be approved by the unit supervisor who may refer to FDNY disclosure policies (AUC 355/EMSC OGP 113-09, HIPAA Privacy Policies, and Operating Procedures) before release. Reports may be created used identifying information contained in various Legal Affairs databases. Once the information is verified, it may be shared with other units within the Department as well as other government agencies and the NYC Law

	Department.
Medical Affairs	As per FDNY policy, identifying information is public record but OMA is constrained from disclosing identifying information by HIPAA Compliance directives.
Public Information	Unit follows HIPAA and does not disclose personal information of patients and employees. Follows HIPAA Guidelines/Social Media Policy/Public Speaking and Press Policy AUC 332/OGP 101-06.
Recruitment & Retention	Disclosures are fulfilled as requested to the Court Monitor and/or FDNY Executive Staff members.
Revenue Management	FDNY discloses only to authorized recipients, and only the minimum amount of identifying information required pursuant to HIPAA for EMS records.
Safety & Inspection Command	No stated policy but try to take necessary steps to secure the information.
Support Services	No data is shared with any agency or vendor. Identifying information is solely used to identify members' Quartermaster account.
Strategic Planning & Program Evaluation	Any questions about the sensitivity of data are discussed with FDNY Legal Affairs Unit prior to disclosing.
Technical Services	Written request through the chain of command only within the Fire Department as required by policy.
Technology & Development Systems	Any release of information has to be approved by Bureau heads including owner of data, BTDS, Privacy Officer and Security Officer.
Training	Information is disclosed to State and Federal agencies as per their requirements for certifications. Information is disclosed to other FDNY members to comply with requests on forms. Other information is disclosed as directed and guided by FDNY Legal Affairs to other bureaus within the department.
Uniformed Personnel	Identifying information is shared with entities for the purpose of military leave.
N.Y.C. Admin. Code §23-1205(a)(1)(c)(2)	

10. Describe the agency's current policies regarding the classification of disclosures as necessitated by the existence of exigent circumstances or as routine. Be as specific as possible.

In exigent circumstances, the FDNY EMS follows the HIPAA standards of the Department of Health & Human Services' Office for Civil Rights (HHS OCR) which permits disclosures of information in the "facility directory" or in the case of a disaster, the OCR may suspend HIPAA rules and permit more detailed disclosures, without consent, to emergency aid agencies. During "exigent circumstances" and on a case-by-case basis, other Bureaus and Units may also disclose, without consent, other records containing personally identifiable information from records, to appropriate parties in connection with an emergency, if knowledge of that information is necessary to protect the health or safety of the individual or other individuals.

N.Y.C. Admin. Code §23-1205(a)(1)(c)(3)

11. Describe the agency's current policies regarding which divisions and categories of employees have been approved by the agency privacy officer to disclose identifying information. Be as specific as possible.

The FDNY currently does not have existing written policies specifically addressing which divisions and categories of employees within an agency can make disclosures of identifying information following the approval of the Privacy Officer. The FDNY generally ensures that only a restricted number of authorized people have access to identifying information and are able to disclose the minimum necessary amount of such information only if it is a requirement of their job function. See the table below for the categories of employees currently allowed to disclose identifying information as described by the Bureaus and Units listed herein:

FDNY Bureau/Unit	Employees authorized to make disclosures
Communications	Tape Unit Supervisor; Fire Alarm Dispatcher (with approval from Assistant Commissioner); Director or Deputy Director of Fire Dispatch; Deputy Assistant Chief of Fire; Deputy Chief of EMD; Assistant Commissioner
Equal Employment Opportunity	Staff Analyst; EEO Agency Attorney; Assistant Commissioner
Facilities	Assistant Commissioner; Senior Director; Deputy Director; Chief Architect; Supervisor of Mechanics; Energy Manager; Administrative Staff Analyst
Fire Investigations	Authorized employees vary according to the circumstances
Fire Operations	Division Staffing Coordinator; Assistant Chief; Deputy Assistant Chief; Battalion Chief; Captain
Fire Prevention	Fire Protection Inspector; Associate Fire Prevention Inspector levels I and II; Supervising Fire Inspector; Chief Inspector; Deputy Chief Inspector; Fire officers (Lieutenants, Captains, Battalion Chiefs; Deputy Chiefs, Deputy Assistant Chiefs, Assistant Chiefs); Associate Project Managers; Mechanical Engineers; Clerical Associate; Community Coordinator
Government Affairs & Special Programs	Intergovernmental Liaison; Urban Fellow; Director; Deputy Director; Senior Program Officer; Family Liaison; PSOB Specialist; Assistant Commissioner; Fire Officers (Captain, Lieutenant); Program Manager for the FDNY Exploring Program; Program Manager for the FDNY Youth EMS Academy; Program Manager for the FDNY High School; FDNY Youth Case Manager
Health Services	Medical Records Librarian; PBM Manager; Administrative Directors; Physicians; Nurses; X-Ray Techs; Claims Supervisor; Claims Processor
Human Resources	Assistant Commissioner; Investigator; EMS Captain; Clerical Associate; PAA; ASA; Procurement Analyst (L3); Public Records Officer; SA Trainee; Community Associate; Administrative Manager; Fingerprint Technician
Internal Audit	Deputy Director, Internal Audit Supervisor; CDA Audit Supervisor Inspector (Deputy Chief Inspector); Internal Auditor; Medical Necessity Auditor; DHS Grants Audit Specialist
Investigations & Trials	Assistant Commissioner; Deputy Director; Associate Disciplinary Counsel; Department Advocate; CCU Investigator; SIU Investigator
Legal Affairs	Deputy Commissioner; Assistant Commissioner; Agency Attorney; Privacy Officer/Health Care Compliance Officer; Deputy Health Care Compliance and Privacy Officer; Administrative Labor Relations Analyst (Deputy Director); Principal Administrative Associate (Administrative Assistant); Staff Analyst; PAA3; PAA2; Record Custodians; Records Access Officer; Director of Enforcement; Supervisor of OATH Affairs; Administrative Manager; City Agency Liaison; Unit supervisor
Medical Affairs	Chief Medical Officer; Deputy Medical Director; Fire Officers; Paramedics; OMA Administration
Public Information	Deputy Commissioner of Public Information; Director of Public Information; Press

	Secretary
Recruitment & Retention	Assistant Commissioner; Deputy Director; Director of Data Management
Revenue Management	Director; Deputy Director; Supervisors; Research Analyst
Safety & Inspection Command	Chief of Safety; Administrative Manager; Paramedic (detailed)/PAA; Administrative Project Manager; Administrative Staff Analyst; Fire Captain (detailed); EMS Lieutenant (detailed); Fire Lieutenants (assigned to R&D); Fire Officers (Battalion Chiefs, Captains, Lieutenants)
Support Services	Administrative Staff Analyst; PAA II; Quartermaster employees (varying titles)
Strategic Planning & Program Evaluation	Commanding Officer of Unit
Technical Services	Titles in the Supervisor level
Technology & Development Systems	Director; Deputy Director; Supervising Radio Mechanic; Administrative Aide; Business Analyst; Programmers; Architects
Training	Chief in Charge of Probationary Firefighter School; Administrative Officer of Probationary Firefighter School; Chief of the Fire Academy; Executive Officer to the Chief of the Fire Academy; Chief of Training; Executive Officer to the Chief of Training; Administrative Assistant to the Chief of Training; Administrative Assistant to the Chief of the Fire Academy; Officer in Charge of Chauffeur School
Uniformed Personnel	Fire Officers (Lieutenants, Captains, Battalion Chiefs; Deputy Chiefs, Deputy Assistant Chiefs, Assistant Chiefs)

N.Y.C. Admin. Code §23-1205(a)(1)(c)(4)

12. Describe whether the agency has considered or implemented, where applicable, any alternative policies since 2020 that minimize the collection, retention, and disclosure of identifying information to the greatest extent possible while furthering the agency's purpose or mission.

The FDNY continues to operate under the guidelines of the General New York Business Law (Section 380). The current FDNY disclosure policies include AUC 355/EMSC OGP 113-09 and associated HIPAA Privacy Policies, and Operating Procedures.

N.Y.C. Admin. Code §23-1205(a)(4)

13. Describe the agency's use of agreements for any use or disclosure of identifying information.

Business associate agreements: The FDNY uses business associate agreements when hiring subcontractors to create or maintain applications for the collection, retention or disclosure of protected health information, to ensure that the information is appropriately protected. Business associate agreements are required under HIPAA. It requires the business associate to secure such protected information and to report the occurrence of a breach of confidentiality of protected health information to the FDNY.

Data sharing agreement: The FDNY uses data sharing agreements for non-City agency entities using FDNY information to conduct research.

Inter-Agency Data Exchange Agreement: Data exchanges between city agency information management systems are in accordance with the Citywide Data Integration Agreement of 2015, and Executive Order Number 114 of 2008 issued by the Mayor of the City of New York.

Memorandum of Understanding: The FDNY uses MOU for exchange of data with third parties and to conduct research.

Identifying Information Rider: FDNY has incorporated the Identifying Information Rider into applicable contracts.

N.Y.C. Admin. Code §23-1205(a)(1)(d)

14. Using the table below, describe the types of entities requesting the disclosure of identifying information or proposals for disclosures of identifying information. For each entity, describe (1) why the agency discloses identifying information to the entity, and (2) why any disclosures further the purpose or mission of the agency.

Add additional rows as needed.

Type of Entity	Description of Reason for Disclosure	Description of how disclosure furthers the agency's purpose or mission
New York City Mayor's Office	<i>Government Affairs & Special Programs:</i> On occasion information is disclosed in order to facilitate constituent service.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Department of Investigation (DOI)	<p><i>Equal Employment Opportunity:</i> Employee information is disclosed as part equal employment opportunity complaints.</p> <p><i>Fire Investigations:</i> May disclose employee data as it relates to investigations.</p> <p><i>Investigations and Trials:</i> Employee information is disclosed as part of disciplinary hearings.</p> <p><i>Fire Prevention:</i> May disclose employee data as it relates to investigations.</p> <p><i>Human Resources:</i> May disclose employee data as it relates to investigations.</p> <p><i>Patient information:</i> May be disclosed pursuant to an administrative request subject to HIPAA.</p> <p><i>Fiscal:</i> May disclose personally identifying information as it relates to investigations.</p>	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department and for pursuant to administrate function of the City.
New York City Department of Technology & Innovation (OTI)	The FDNY discloses information on several collaborative projects including the 9-1-1 call handling system. FDNY has a Business Associate Agreement and disclose information pursuant to that agreement.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Department of Citywide Administrative Services (DCAS)	<p><i>Equal Employment Opportunity (EEO):</i> Required to provide DCAS with the names of parties to complaints.</p> <p><i>Safety and Inspectional Command:</i> Required to report accident information to DCAS for claims, revenue, etc. DCAS requires information from several FDNY databases including Fleet Services, Equal Employment Opportunity (EEO), Facilities and Human Resources.</p> <p><i>Fiscal:</i> Information is shared for the purpose of</p>	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.

	oversight.	
New York City Department of Design and Construction (NYC DDC)	<i>Facilities:</i> Identifying Information is disclosed to DDC in order to assist with their installation of underground copper and fiber wires across the City.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Federal Emergency Management Agency (FEMA)	<i>Facilities:</i> Identifying information is disclosed in order to be reimbursed for FEMA projects that the FDNY is involved in. <i>Grants:</i> Identifying information is disclosed in order to be reimbursed for FEMA projects that the FDNY is involved in.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Office of Management and Budgets (OMB)	Makes disclosures as they relate to reviews of capital projects and general use of the Department’s budget. <i>Grants:</i> Identifying information is disclosed in order to be reimbursed from OMB projects that the FDNY is involved in. <i>Fiscal:</i> Information is shared for the purpose of hiring and collective bargaining. <i>Facilities:</i> Identifying information is disclosed in order to be reimbursed for OMB projects that the FDNY is involved in.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Department of Transportation (DOT)	<i>Facilities:</i> May disclose personal identifying information of members who assist DOT on projects <i>Fire Operations:</i> May disclose personal identifying information of members who assist DOT on projects <i>Fire Prevention:</i> May disclose personal identifying information of members for parking.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
National Fire Protection Association (NFPA)	<i>Fire Operations:</i> Disclosures may be made to ensure that the Department meet’s the association’s codes and standards for safety in the firefighting profession.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Department of Buildings (DOB)	<i>Fire Prevention:</i> The FDNY conducts inspections that examine buildings, structures, facilities, vehicles and other locations in New York City. In the course of these inspections, disclosures may be made to DOB.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York Police Department (NYPD)	<i>Fire Investigations:</i> The Bureau may share information with the NYPD if conducting a joint investigation.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.

NYC Department of Homeless Service (DHS)	<i>Health Information:</i> FDNY Shares CAD data with DHS.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
NYS Department of Health (DOH)	<i>Health Information:</i> FDNY shares information with DOH regarding patient care as required by law.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
NYC Department of Health and Mental Hygiene (DOHMH)	<i>Health Information:</i> FDNY shares information with DOHMH regarding patient care as required by law.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Department of Education (NYC DOE)	<i>Fire Prevention:</i> May disclose personally identifying information as it relates to inspections <i>Health Information:</i> FDNY Shares CAD data with DOE for applicable investigations.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
National Institute for Occupational Safety & Health (NIOSH)	<i>Health Services:</i> FDNY WTC Program shares personally identifying information for claims purposes for WTC related conditions.	Disclosures are required by the contract between NIOSH and FDNY. As such, these disclosures are necessary for the continued operation of the WTC program.
General Public	<i>FOIL/Public Records Unit:</i> May disclose personally identifying information as it relates to fulfilling record production. <i>Court Desk:</i> May disclose personally identifying information in compliance with subpoenas and orders.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Housing Authority (NYCHA)	<i>Fire Prevention:</i> May disclose personally identifying information as it relates to inspections	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
NYC Department of Finance (NYCDOF)	<i>Fire Prevention:</i> May disclose personally identifying information as it relates to inspections	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Small Business Services (NYCSBS)	<i>Fire Prevention:</i> May disclose personally identifying information as it relates to inspections	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Department of Environmental Protection (NYCDEP)	<i>Fire Prevention:</i> DEP oversees the use and storage of hazardous substances that pose a threat to public health and environment in the city. The Bureau works with DEP in order to facilitate that.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Department	<i>Fire Prevention:</i> May disclose personally identifying	Disclosures are either required by law and/or policies and

of Environmental Conservation	information as it relates to inspections	procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Department of Consumer Affairs	<i>Fire Prevention:</i> May disclose personally identifying information as it relates to inspections.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Liquor License Authority	<i>Fire Prevention:</i> May disclose personally identifying information as it relates to inspections.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Law Department	<i>Communications:</i> 911 Recordings, Fire and EMS Incident Histories etc. may be disclosed if the agency is a party to litigation or other legal proceedings. <i>Health Services:</i> Workers Compensation Claims. <i>Human Resources:</i> Employee information is disclosed <i>Legal Affairs—Legal Enforcement Unit</i> <i>General Law:</i> May disclose personally identifying information as it relates to legal representation. <i>Fiscal:</i> May disclose personally identifying information as it relates to legal representation.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Civil Service Commission (CSC)	Information is disclosed during disciplinary hearing appeals and if the CSC conducts reviews and studies of FDNY personnel administration.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Financial Information Services Agency (FISA)/ New York City Office of Payroll Administration (NYC OPA)	<i>Human Resources:</i> Employee information is disclosed <i>Fiscal:</i> Information is shared for the purpose of oversight.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Employees' Retirement System (NYCERS)	<i>Human Resources:</i> Employee information is disclosed for the purposes of pension filings. <i>Health Services:</i> Employee information is disclosed for the purposes of pension filings. <i>Fiscal:</i> Information is shared for the purposes of pension payments.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Comptroller's Office	<i>Internal Audit:</i> Information may be disclosed as part of audits.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Office of Labor Relations (OLR)	<i>Legal Affairs:</i> Information may be disclosed for various purposes.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the

		continued operation of the Department.
Department of Labor	On the occasion of workplace/line of duty injury, the Department (<i>Safety & Inspection and Legal Affairs Bureaus</i>) may disclose identifying information as it relates to the incident.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Office of the Chief Medical Examiner	<i>Legal Affairs—Public records:</i> Records such as Ambulance Call Reports/Pre-Hospital Care Reports, Fire Incident Reports and Violation Reports may be disclosed.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Transit	<i>Legal Affairs—Public records:</i> Records such as Ambulance Call Reports/Pre-Hospital Care Reports, Fire Incident Reports and Violation Reports may be disclosed.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York State Department of Corrections and Community Supervision (NYSDOCCS)	<i>Legal Affairs—Public records:</i> Records such as Ambulance Call Reports/Pre-Hospital Care Reports, Fire Incident Reports and Violation Reports may be issued.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Health and Hospitals Corporation—Legal Affairs Unit	<i>Legal Affairs—Public records:</i> Records such as Ambulance Call Reports/Pre-Hospital Care Reports, Fire Incident Reports and Violation Reports may be issued.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Department of Records (DORIS)	<i>Freedom of Information Law Unit:</i> The Unit discloses information for its inclusion in the DORIS OpenRecords portal. It follows the necessary guidelines to ensure particular types of identifying information are protected.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York City Community Boards	<i>Government Affairs & Special Programs:</i> On occasion information is disclosed in order to facilitate constituent service.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York State Developmental Disabilities Services Office (NYS DDSO)	<i>Training:</i> The employee information and email contact of members who participate in certain Department trainings are disclosed (Disability Awareness Training).	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Triborough Bridge and Tunnel Authority (TBTA)	<i>Legal Affairs:</i> Records such as Ambulance Call Reports/Pre-Hospital Care Reports, Fire Incident Reports and Violation Reports may be issued.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
New York State Department of Health (DOH)	<i>Investigations & Trials:</i> Discloses any violations of NYS DOH Part 800.21Q <i>Fire Prevention</i> <i>Legal Affairs—Legal Enforcement Unit</i>	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.

	<i>Legal Affairs:</i> FDNY shares information with DOH regarding patient care as required by law.	
New York City Department of Health and Mental Hygiene (DOHMH)	<i>Fire Prevention:</i> Records such as Ambulance Call Reports/Pre-Hospital Care Reports may be issued. <i>Legal Affairs:</i> FDNY shares information with DOHMH regarding patient care as required by law.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Civilian Complaint Review Board (CCRB)	Information is disclosed as needed for CCRB investigations	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Public Defenders/Private Attorneys	<i>Investigation and Trials:</i> Employee information is disclosed as part of disciplinary hearings. <i>Legal Affairs:</i> Records such as Ambulance Call Reports/Pre-Hospital Care Reports, Fire Incident Reports and Violation Reports may be issued.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Fire, EMS and Civilian union Representatives (Uniformed Firefighter Association Local 94, Uniformed Fire Officer Association, DC 37 Locals 2507 and 3621)	<i>Investigation and Trials:</i> Employee information is disclosed as part of disciplinary hearings.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Human Resources Administration (HRA)	<i>Human Resources:</i> Employee information is disclosed.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Office of Administrative Trials and Hearing (OATH)	<i>Investigation and Trials:</i> Employee information is disclosed as part of disciplinary hearings. <i>Legal Affairs/Legal Affairs—Legal Enforcement Unit</i>	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Conflicts of Interest Board (COIB)	<i>Training:</i> The employee information and email contact of members who participate in certain Department trainings are disclosed. <i>Legal Affairs:</i> Employee information is disclosed for the purposes of obtaining a waiver.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Mayor’s Office for Domestic Violence	<i>Training:</i> The employee information and email contact of members who participate in certain Department trainings are disclosed (Sexual Harassment Training).	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
United States Secret Service	<i>Fire Operations/EMS Operations:</i> The Bureau coordinates with the Secret Service for dignitary	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the

	protection.	continued operation of the Department.
Quest Diagnostics	<i>Investigations & Trials:</i> Quest Diagnostics is the laboratory that conducts substance testing of FDNY employees. <i>Health Services:</i> health information is shared for the purposes of treatment and duty determination.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Airlines (Delta, United, etc.)	<i>Safety & Inspection Command:</i> To coordinate travel reservations to work-related conferences, training, etc., the employee's identifying information (name, date of birth, and contact information) is disclosed.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Banks (JP Morgan Chase; etc.)	<i>Human Resources:</i> The Bureau discloses employee information to enroll the employee in direct deposit.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
Department of Homeland Security	<i>Uniformed Personnel:</i> Employee information for deployed members is disclosed.	Disclosures are either required by law and/or policies and procedures. As such, these disclosures are necessary for the continued operation of the Department.
N.Y.C. Admin. Code §23-1205(a)(1)(e)		

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15. Describe the impact of the Identifying Information Law and other local, state, or federal laws upon your agency's practices in relation to collecting, retaining, and disclosing identifying information (i.e., if such practices would differ in the absence of these laws).

The Identifying Information Law has not had any significant impact on the FDNY's practices as the Department currently has sufficient policies, procedures, and practices in place. The Privacy Office has augmented FDNY's policies and procedure with the Local Law requirements.

N.Y.C. Admin. Code §23-1205(a)(2)

16. Describe the impact of the privacy policies and protocols issued by the Chief Privacy Officer, or by the Citywide Privacy Protection Committee, as applicable, upon your agency's practices in relation to collecting, retaining, and disclosing identifying information (i.e., if they have affected such practices).

The Privacy Office has augmented FDNY's current policies and procedure with the Local Law requirements outlined in the Policies issued by the Chief Privacy Officer.

N.Y.C. Admin. Code §23-1205(a)(3)

APPROVAL SIGNATURE FOR AGENCY REPORT

Preparer of Agency Report:			
Name:	James N. Saunders, Esq.		
Title:	Agency Privacy Officer		
Email:	James.Saunders@fdny.nyc.gov	Phone:	(718) 999-0691

ELECTRONIC SIGNATURE OF AGENCY HEAD OR DESIGNEE REQUIRED BELOW

Agency Head (or designee):			
Name:	Terryl Brown, Esq.		
Title:	Deputy Commissioner, Legal Affairs and Administration		
Email:	Terryl.Brown@fdny.nyc.gov	Phone:	(718) 999-8167
Electronic Signature:	Terryl L. Brown	Date:	28-July-2022

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