

Quarterly Report of the Chief Privacy Officer on Agency Collections and Disclosures Made Under Exigent Circumstances or in Violation of the Identifying Information Law*

Reporting Period: September 16, 2023 through December 31, 2023

*This report is compiled in accordance with the requirements of Section 23-1202 of the New York City Administrative Code, which requires the Chief Privacy Officer to submit a quarterly report containing an anonymized compilation or summary of agency collections and disclosures of identifying information made under exigent circumstances or in violation of the Identifying Information Law to the Speaker of the City Council.

| Description | Total |
|--|-------|
| Total number of collections and disclosures of identifying information reported by agencies made under exigent circumstances: (N.Y.C. Admin. Code § 23-1202(d)) | 0 |
| Total number of disclosures of identifying information reported by agencies made in violation of the Identifying Information Law: (N.Y.C. Admin. Code § 23-1202(c)(4)) | 28 |

For the reporting period September 16, 2023 through December 31, 2023, City agencies and offices have reported collections and disclosures made under exigent circumstances or in violation of the Identifying Information Law as summarized below.

| Type of disclosure reported | Summary description |
|--|--|
| Disclosure in Violation of the Identifying Information Law | Employee inadvertently emailed a document containing identifying information to opposing counsel and member of the public. |
| Disclosure in Violation of the Identifying Information Law (4) | In four instances, agency contractors experienced security incidents involving identifying information. |
| Disclosure in Violation of the Identifying Information Law | Employee inadvertently emailed a form containing a client’s identifying information to a member of the public. |
| Disclosure in Violation of the Identifying Information Law | Employee accessed agency records and improperly disclosed identifying information. |
| Disclosure in Violation of the Identifying Information Law | Employee inadvertently emailed client identifying information to another client. |
| Disclosure in Violation of the Identifying Information Law | Employee inadvertently emailed employee identifying information to agency employees. |
| Disclosure in Violation of the Identifying Information Law | Contractor inadvertently emailed client identifying information to another City contractor. |
| Disclosure in Violation of the Identifying Information Law | Employee inadvertently emailed client identifying information to a member of the public. |
| Disclosure in Violation of the Identifying Information Law | Employee improperly disclosed client identifying information to another agency. |

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| Disclosure in Violation of the Identifying Information Law (2) | In two instances, employees inadvertently mailed identifying information to members of the public. |
| Disclosure in Violation of the Identifying Information Law (11) | In 11 instances, employees used agency databases to conduct unauthorized searches and disclosed identifying information to unauthorized parties. |
| Disclosure in Violation of the Identifying Information Law (3) | In three instances, employees improperly disclosed identifying information to a member of the public. |

Submitted by: *Michael Fitzpatrick*
Michael Fitzpatrick
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Date: Jan 26, 2024