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Int. No. 260

By Council Member Rosenthal and the Public Advocate (Mr. Williams) (by request of the Queens Borough President)

A Local Law to amend the administrative code of the city of New York, in relation to New York City agencies policies 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;

(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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