

**LOCAL LAWS
OF
THE CITY OF NEW YORK
FOR THE YEAR 2019**

No. 135

Introduced by Council Members Powers, Lander, the Public Advocate (Mr. Williams), Rosenthal, Rivera, Dromm, Chin, Kallos, Levin and Ayala.

A LOCAL LAW

To amend the administrative code of the city of New York, in relation to 311 complaints made by incarcerated individuals and informing incarcerated individuals of the protections against retaliation for filing a grievance

Be it enacted by the Council as follows:

Section 1. Section 9-136 of the administrative code of the city of New York is amended by adding a new subdivision e to read as follows:

e. Complaints and requests made by or on behalf of an incarcerated individual to 311 and forwarded to the department shall be addressed by the office of constituent and grievance services.

§ 2. Section 9-139 of the administrative code of the city of New York is amended by adding new subdivisions g and h to read as follows:

g. The department shall inform all incarcerated individuals in writing, using plain and simple language, of the protections against retaliation for filing a grievance, complaint, or request. The department shall also inform all incarcerated individuals in writing and in plain and simple language upon the filing of a grievance, complaint, or request, about which complaints are not subject to the grievance process; the process for resolving such complaints; and the protections against retaliation for filing such grievance, complaint, or request. Grievable complaints made through 311, to the board of correction, by email, by attorneys or other advocates, public officials,

or other third parties on behalf of an incarcerated individual and over the phone shall be addressed by the office of constituent and grievance services.

h. The department shall include on all grievance forms instructions on how to appeal resolutions and post such forms on the department's website.

§ 3. This local law takes effect on the same date that a local law for the year 2019 amending the administrative code of the city of New York, relating to the grievance process for incarcerated individuals, takes effect.

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 June 13, 2019 and returned unsigned by the Mayor on July 18, 2019.

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. 135 of 2019, Council Int. No. 1370-A of 2019) 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.

STEVEN LOUIS, Acting Corporation Counsel.