

SAO
Master Redaction Code Listing
(Not All Codes Used For Every Request)

Code	Brief Explanatory Description	Statue/Rule/Case
Personal Information:		
[1]	<p>Bank Account Information - Credit card numbers, debit card numbers, electronic check numbers, card expiration dates, or bank or other financial account numbers, except when disclosure is expressly required by or governed by other law.</p> <p>The redacted information is a bank account number.</p>	42.56.230(5)
[2]	<p>Social Security Number of persons who are not public employees or public clients. The Privacy Act of 1974 evinces Congress' intent that social security numbers are a private concern.</p> <p>The redacted information is a social security number.</p>	5 U.S.C. sec. 552(a); RCW 42.56.070(1); RCW 42.56.250(3)
Employee Information:		
[3]	<p>Employee Social Security Number. The Privacy Act of 1974 evinces Congress' intent that social security numbers are a private concern.</p> <p>The following information held by any public agency in personnel records, public employment related records, volunteer rosters, or included in any mailing list of employees or volunteers of any public agency: Residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, driver's license numbers, identicard numbers, and emergency contact information of employees ... of a public agency, and the names, dates of birth, residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, and emergency contact information of dependents of employees ... of a public agency.</p> <p>The redacted item is an employee social security number.</p>	5 U.S.C. sec. 552(a); RCW 42.56.070(1); RCW 42.56.250(3)
[4]	<p>Employee Residential Address</p> <p>The following information held by any public agency in personnel records, public employment related records, volunteer rosters, or included in any mailing list of employees or volunteers of any public agency: Residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, driver's license numbers, identicard numbers, and emergency contact information of employees ... of a public agency, and the names, dates of birth, residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, and emergency contact information of dependents of employees ... of a public agency.</p> <p>The redacted information is an employee address.</p>	42.56.250(3)

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[5]	<p>Employee Personal Wireless Telephone Numbers</p> <p>The following information held by any public agency in personnel records, public employment related records, volunteer rosters, or included in any mailing list of employees or volunteers of any public agency: Residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, driver's license numbers, identicard numbers, and emergency contact information of employees ... of a public agency, and the names, dates of birth, residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, and emergency contact information of dependents of employees ... of a public agency.</p> <p>The redacted information is an employee wireless telephone number.</p>	42.56.250(3)
[6]	<p>Employee Birth Date</p> <p>The following information held by any public agency in personnel records, public employment related records, volunteer rosters, or included in any mailing list of employees or volunteers of any public agency: Residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, driver's license numbers, identicard numbers, and emergency contact information of employees ... of a public agency, and the names, dates of birth, residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, and emergency contact information of dependents of employees ... of a public agency.</p> <p>The redacted information is an employee birth date.</p>	42.56.250(3)
[7]	<p>Employee Personal Email Address</p> <p>The following information held by any public agency in personnel records, public employment related records, volunteer rosters, or included in any mailing list of employees or volunteers of any public agency: Residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, driver's license numbers, identicard numbers, and emergency contact information of employees ... of a public agency, and the names, dates of birth, residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, and emergency contact information of dependents of employees ... of a public agency.</p> <p>The redacted information is an employee email address.</p>	42.56.250(3)

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<p>[8]</p>	<p>Employee Driver License Number The following information held by any public agency in personnel records, public employment related records, volunteer rosters, or included in any mailing list of employees or volunteers of any public agency: Residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, driver's license numbers, identicard numbers, and emergency contact information of employees ... of a public agency, and the names, dates of birth, residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, and emergency contact information of dependents of employees ... of a public agency.</p> <p>The redacted information is an employee driver license number.</p>	<p>42.56.230(3)</p>
<p>[9]</p>	<p>Employee Dependent (children or spouse) Names The following information held by any public agency in personnel records, public employment related records, volunteer rosters, or included in any mailing list of employees or volunteers of any public agency: Residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, driver's license numbers, identicard numbers, and emergency contact information of employees ... of a public agency, and the names, dates of birth, residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, and emergency contact information of dependents of employees ... of a public agency.</p> <p>The redacted information is the name of a dependent child or spouse of employee.</p>	<p>42.56.250(3)</p>
<p>[10]</p>	<p>Employee Dependent (children or spouse) Address The following information held by any public agency in personnel records, public employment related records, volunteer rosters, or included in any mailing list of employees or volunteers of any public agency: Residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, driver's license numbers, identicard numbers, and emergency contact information of employees ... of a public agency, and the names, dates of birth, residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, and emergency contact information of dependents of employees ... of a public agency.</p> <p>The redacted information is an employee dependent address.</p>	<p>42.56.250(3)</p>

SAO
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Security:		
[11]	<p>Information regarding the infrastructure and security of computer and telecommunications networks.</p> <p>Information may include security passwords, security access codes and programs, access codes for secure software applications, security and service recovery plans, security risk assessments, and security test results to the extent that they identify specific system vulnerabilities, and other such information the release of which may increase risk to the confidentiality, integrity, or availability of agency security, information technology infrastructure, or assets.</p> <p>The redacted information contains a user name or password to an SAO account [or other security information as reflected in the record].</p>	42.56.420(4)
Applicant Information:		
[12]	<p>Employment Applicant's Name - Applications for public employment, including names of applicants, resumes and other related materials submitted with respect to an applicant are exempt from disclosure.</p> <p>The redacted information is the applicant's name.</p>	RCW 42.56.250(2) and RCW 42.56.050.
[13]	<p>Employment Applicant's Telephone Number - Applications for public employment, including names of applicants, resumes and other related materials submitted with respect to an applicant are exempt from disclosure.</p> <p>The redacted information is the applicant's personal telephone number.</p>	RCW 42.56.250(2) and RCW 42.56.050.
[14]	<p>Employment Applicant's Date of Birth - Applications for public employment, including names of applicants, resumes and other related materials submitted with respect to an applicant are exempt from disclosure.</p> <p>The redacted information is the date of birth.</p>	RCW 42.56.250(2) and RCW 42.56.050.
PUD Records:		
[15]	<p>Public Utility & Transportation Exemptions</p> <p>Residential addresses and phone numbers in public utility records.</p> <p>The information redacted is either a residential address or phone number of a PUD client.</p>	42.56.330(2)

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Student Information:		
[16]	<p>Student Name Personal information in any files maintained for students in public schools, patients or clients of public institutions or public health agencies, or welfare recipients;[RCW 42.56.230(1)]</p> <p>20 U.S.Code 1232g(b)(1), states in part: No funds shall be made available under any applicable program to any education agency or institution which has a policy or practice of permitting the release of education records (...) of students without the written consent of their parents to any individual, agency, or organization, other ...</p> <p>The redacted information is the student's name.</p>	<p>See RCW 42.56.070(1); RCW 42.56.050; RCW 42.56.230(1); and 20 U.S.C. § 1232g Family education and privacy rights.</p>
[17]	<p>Student ID/Identifier Personal information in any files maintained for students in public schools, patients or clients of public institutions or public health agencies, or welfare recipients;[RCW 42.56.230(1)]</p> <p>20 U.S.Code 1232g(b)(1), states in part: No funds shall be made available under any applicable program to any education agency or institution which has a policy or practice of permitting the release of education records (...) of students without the written consent of their parents to any individual, agency, or organization, other ...</p> <p>The redacted information is the student ID number or other number identifier.</p>	<p>See RCW 42.56.070(1); RCW 42.56.050; RCW 42.56.230(1); and 20 U.S.C. § 1232g Family education and privacy rights.</p>
[18]	<p>Student Birth Date/Age Personal information in any files maintained for students in public schools, patients or clients of public institutions or public health agencies, or welfare recipients;[RCW 42.56.230(1)]</p> <p>20 U.S.Code 1232g(b)(1), states in part: No funds shall be made available under any applicable program to any education agency or institution which has a policy or practice of permitting the release of education records (...) of students without the written consent of their parents to any individual, agency, or organization, other ...</p> <p>The redacted information is the student's birthdate or age.</p>	<p>See RCW 42.56.070(1); RCW 42.56.050; RCW 42.56.230(1); and 20 U.S.C. § 1232g Family education and privacy rights.</p>

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<p>[19]</p>	<p>Student Gender Personal information in any files maintained for students in public schools, patients or clients of public institutions or public health agencies, or welfare recipients;[RCW 42.56.230(1)]</p> <p>20 U.S.Code 1232g(b)(1), states in part:</p> <p>No funds shall be made available under any applicable program to any education agency or institution which has a policy or practice of permitting the release of education records (...) of students without the written consent of their parents to any individual, agency, or organization, other ...</p> <p>The redacted information is the student's gender.</p>	<p>See RCW 42.56.070(1); RCW 42.56.050; RCW 42.56.230(1); and 20 U.S.C. § 1232g Family education and privacy rights.</p>
<p>[20]</p>	<p>Student Grade Personal information in any files maintained for students in public schools, patients or clients of public institutions or public health agencies, or welfare recipients;[RCW 42.56.230(1)]</p> <p>20 U.S.Code 1232g(b)(1), states in part:</p> <p>No funds shall be made available under any applicable program to any education agency or institution which has a policy or practice of permitting the release of education records (...) of students without the written consent of their parents to any individual, agency, or organization, other ...</p> <p>The redacted information is the student's grade.</p>	<p>See RCW 42.56.070(1); RCW 42.56.050; RCW 42.56.230(1); and 20 U.S.C. § 1232g Family education and privacy rights.</p>
<p>[21]</p>	<p>Student Address Personal information in any files maintained for students in public schools, patients or clients of public institutions or public health agencies, or welfare recipients;[RCW 42.56.230(1)]</p> <p>20 U.S.Code 1232g(b)(1), states in part:</p> <p>No funds shall be made available under any applicable program to any education agency or institution which has a policy or practice of permitting the release of education records (...) of students without the written consent of their parents to any individual, agency, or organization, other ...</p> <p>The redacted information is the student's home address.</p>	<p>See RCW 42.56.070(1); RCW 42.56.050; RCW 42.56.230(1); and 20 U.S.C. § 1232g Family education and privacy rights.</p>

SAO
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Taxpayer Information:		
[22]	<p>Tax Information - RCW 82.32.330 Disclosure of return or tax information, states in part:</p> <p>(1)(c) "Tax Information" states in part, "nothing in this chapter requires any person possessing data, material, or documents made confidential and privileged by this section to deleted information from such data, material, or documents so as to permit its disclosure[.]"</p> <p>(1)(e) "Taxpayer identity: means the taxpayer's name, . . . or any other information disclosing the identity of the taxpayer; (2) Returns and tax information are confidential and privileged, and except as authorized by this section, neither the department of revenue nor any other person may disclose any return or tax information;</p> <p>The redacted information is information that would identify the taxpayer and is therefore exempt from disclosure.</p>	RCW 82.32.330; RCW 42.56.070(1)
Whistleblower Information:		
[23]	<p>Local Whistleblower Identity</p> <p>The identity of a reporting employee shall be kept confidential to the extent possible under law.</p> <p>The redacted information contains identifying information such as name, position, location, and email address.</p>	RCW 42.41.030(7); RCW 42.56.240(2); and RCW 42.56.070(1)
[24]	<p>Whistleblower Information. RCW 42.40.040(2), states in part:</p> <p>Subject to subsection (5)(c) of this section, the identity or identifying characteristics of a whistleblower is confidential at all times unless the whistleblower consents to disclosure by written waiver or by acknowledging his or her identity in a claim against the state for retaliation.</p> <p>The redacted information contains the name, phone number, address or email address, position and or state agency name that would reveal the identity of the whistleblower.</p>	RCW 42.40.040(2); RCW 42.56.070(1)
[25]	<p>Whistleblower Information. RCW 42.40.040(2), states in part:</p> <p>Subject to subsection (5)(c) of this section, the identity or identifying characteristics of a whistleblower is confidential at all times unless the whistleblower consents to disclosure by written waiver or by acknowledging his or her identity in a claim against the state for retaliation.</p> <p>The redacted information contains information that is specific enough to reveal the identity of the whistleblower.</p>	RCW 42.40.040(2); RCW 42.56.070(1)

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<p>[26]</p>	<p>Witness Information. RCW 42.40.040(2), states in part: In addition, the identity or identifying characteristics of any person who in good faith provides information in an investigation under this section is confidential at all times, unless the person consents to disclosure by written waiver or by acknowledging his or her identity as a witness who provides information in an investigation.</p> <p>The redacted information contains the name, phone number, address or email address, position and or state agency name that would reveal the identity of a witness.</p>	<p>RCW 42.40.040(2); RCW 42.56.070(1)</p>
<p>[27]</p>	<p>Witness Information. RCW 42.40.040(2), states in part: In addition, the identity or identifying characteristics of any person who in good faith provides information in an investigation under this section is confidential at all times, unless the person consents to disclosure by written waiver or by acknowledging his or her identity as a witness who provides information in an investigation.</p> <p>The redacted information contains information that is specific enough to reveal the identity of the witness.</p>	<p>RCW 42.40.040(2); RCW 42.56.070(1)</p>