

**VANCOUVER PUBLIC SCHOOLS  
PUBLIC RECORDS EXEMPTION KEY**



*Imagine what you can learn!*

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| <b>Attorney-Client Privilege</b> |   |  |
| <b>1A-1D</b>                     | <b>RCW 42.56.070(1); RCW 5.60.060(2)(a).</b> Communication between client and attorney for the purpose of obtaining or providing legal advice is exempt.  | <b>1A:</b> Communication between client and attorney to obtain or provide legal advice<br><b>1B:</b> Communication between attorney and client regarding litigation<br><b>1C:</b> Communication between attorneys regarding litigation<br><b>1D:</b> Communication between attorneys regarding client advice |
| <b>1E</b>                        | <b>RCW 42.56.070(1); RCW 5.60.060(2)(a).</b> Communication between members of client agency for purpose of gathering information to obtain legal advice or convey attorney/client communications is exempt.   | Communications between clients to gather information for attorney  |
| <b>Attorney Work Product</b>     |   |  |
| <b>2A-2B</b>                     | <b>RCW 42.56.070(1); RCW 5.60.060(2)(a); RCW 42.56.290.</b> Communications between attorney and client that reveals opinions/impressions of attorney or information prepared/collected/assembled in litigation or anticipation of litigation or related to client advice is exempt. | <b>2A:</b> Attorney work product – communications between attorney and client<br><b>2B:</b> Attorney work product - communication between attorney<br><i>[Provide name of specific litigation, if possible]</i>  |
| <b>2C</b>                        | <b>RCW 42.56.070(1); RCW 5.60.060(2)(a); RCW 42.56.290.</b> Drafts/notes/memoranda, research regarding opinions/impressions of attorney or attorney’s agent prepared, collected, assembled in litigation or in anticipation of litigation or related to client advice is exempt.    | Attorney work product – records that reveal attorney’s mental impressions and thought processes in connection with completed, existing, or anticipated litigation<br><i>[Provide name of specific litigation, if possible]</i>   |

| Code  | Applicable Exemption   | The cited exemption applies because the redacted/withheld information includes the following:   |
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| 2D  | <p><b>RCW 42.56.070(1); RCW 5.60.060(2)(a); RCW 42.56.290.</b> Communications between attorneys who have a common interest or a joint defense agreement that reveals opinions or mental impressions of attorney, or information prepared, collected, or assembled in litigation or in anticipation of litigation is exempt. See also <i>Kittitas County v. Allphin</i>, 195 Wn.App 355, 381 P.3d 1201 (2016), review granted in part, 187 Wn.2d 1001 (2017).</p> | <p>Attorney work product – common interest or joint defense protection<br/> <i>[Provide name of specific litigation, if possible]</i></p>   |
| <b>Computer and Telecommunication Network Information</b> |  |   |
| 3A-3G   | <p><b>RCW 42.56.420(4).</b> Information regarding the infrastructure and security of computer and telecommunications networks, consisting of 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.</p>  | <p><b>Computer networks:</b><br/> <b>3A:</b> Security passwords<br/> <b>3B:</b> Security access codes<br/> <b>3C:</b> security access programs<br/> <b>3D:</b> Access codes for secure software applications<br/> <b>3E:</b> Security and service recovery plans<br/> <b>3F:</b> Security risk assessments<br/> <b>3G:</b> Security test results to the extent that they identify specific system vulnerabilities</p>                               |
| 4A-4G   | <p><b>RCW 42.56.420(4).</b> Information regarding the infrastructure and security of computer and telecommunications networks, consisting of 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.</p>  | <p><b>Telecommunications networks:</b><br/> <b>4A:</b> Security passwords<br/> <b>4B:</b> Security access codes<br/> <b>4C:</b> Security access programs<br/> <b>4D:</b> Access codes for secure software applications<br/> <b>4E:</b> Security and service recovery plans<br/> <b>4F:</b> Security risk assessments<br/> <b>4G:</b> Security test results to the extent that they identify specific system vulnerabilities</p>                     |
| <b>Confidential Informants</b>                            |  |   |
| 5A-5B   | <p><b>RCW 42.56.240(1), RCW 42.56.050.</b> Specific intelligence information and records compiled by investigative, law enforcement, penology agencies, and state agencies vested with the responsibility to discipline members of any profession, the nondisclosure of which is essential to effective law enforcement or the protection of any person’s right to privacy.</p>  | <p><b>Identifying information of a confidential informant where nondisclosure is:</b><br/> <b>5A:</b> Essential to effective law enforcement because to release the identity or information about the confidential informant would compromise this and/or future and past investigations where this confidential informant may have been involved<br/> <b>5B:</b> Essential for the protection of the confidential informant’s right to privacy</p> |

| Code   | Applicable Exemption  | The cited exemption applies because the redacted/withheld information includes the following:  |
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| <b>Copyright and Trade Secrets Information</b>                       |   |  |
| 6A   | <b>RCW 42.56.070(1); Federal Copyright Act, 17 USC § 102, 301 and 106(1).</b> Reproduction of records prohibited under copyright law.   | Copyrighted material   |
| 6B   | <b>RCW 42.56.070(1); RCW 19.108 et seq.</b> Information that derives independent economic value from not being generally known and is the subject of efforts that are reasonable under the circumstances to maintain its secrecy.   | Trade secret information   |
| <b>Credit Card, Debit Card, Bank and Other Financial Information</b> |   |  |
| 7A-7I  | <b>RCW 42.56.230(5); RCW 9.35.005.</b> Credit card numbers, debit card numbers, electronic check numbers, credit expiration dates, bank/other financial information as defined in RCW 9.35.005 including social security numbers are exempt except when disclosure is expressly required by or governed by other law. | <b>7A:</b> Credit card number<br><b>7B:</b> Debit card number<br><b>7C:</b> Electronic check number<br><b>7D:</b> Credit card expiration dates<br><b>7E:</b> Bank/other financial account numbers and balances<br><b>7F:</b> Bank/other financial account codes and passwords<br><b>7G:</b> Tax identification number<br><b>7H:</b> Driver's license or driver's permit numbers<br><b>7I:</b> State identicard numbers issued by the Department of Licensing |
| <b>Criminal Records Privacy Act and Background Checks</b>            |   |  |
| 8  | <b>RCW 42.56.070(1); RCW 10.97.030, RCW 10.97.050, RCW 10.97.080.</b> Non-conviction data may be looked at by members of the public, but copies may not be released.  | Non-conviction data  |
| 9  | <b>RCW 42.56.070(1); RCW 43.43.834(5).</b> Criminal history background records obtained by a business or organization cannot be disclosed to the public.  | Criminal history background check obtained by the agency   |
| <b>Deliberative Process</b>  |   |  |
| 10   | <b>RCW 42.56.280.</b> Preliminary drafts, notes, recommendations, intra-agency memos in which opinions are expressed, policies formulated or recommended are exempt, except that a specific record is not exempt when publicly cited by agency in connection with agency action.                                      | Records that relate to a deliberative process that is still on-going; disclosure would injure the deliberative or consultative function of the process; disclosure would inhibit the flow of recommendations, observations, and opinions; <b>AND</b> the records reflect policy recommendations and opinions, not facts  |

| Code                              | Applicable Exemption   | The cited exemption applies because the redacted/withheld information includes the following:  |
|-----------------------------------|--|--|
| <b>Employee/Volunteer Records</b> |  |  |
| <b>11A-11H</b>                    | <b>RCW 42.56.250(4).</b> 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 or volunteers 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 or volunteers of a public agency. | <b>Personal information of employee:</b><br><b>11A:</b> Residential address<br><b>11B:</b> Residential telephone number<br><b>11C:</b> Personal wireless telephone number<br><b>11D:</b> Personal electronic mail address<br><b>11E:</b> Social security number<br><b>11F:</b> Driver's license number<br><b>11G:</b> Identicard number<br><b>11H:</b> Emergency contact information |
| <b>12A-12H</b>                    | <b>RCW 42.56.250(4).</b> 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 or volunteers 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 or volunteers of a public agency. | <b>Personal information of dependents:</b><br><b>12A:</b> Names<br><b>12B:</b> Dates of birth<br><b>12C:</b> Residential address<br><b>12D:</b> Residential telephone number<br><b>12E:</b> Personal wireless telephone number<br><b>12F:</b> Personal electronic mail address<br><b>12G:</b> Social security number<br><b>12H:</b> Emergency contact information                    |
| <b>13</b>                         | <b>Article I, Section 7, Washington State Constitution.</b> Employee full name and corresponding birthdate is exempt. See also <i>Washington Public Employees Assoc., et. al. v. WA State Center for Childhood Deafness &amp; Hearing Loss, 1 Wash. App. 2d 225 (2017).</i>  | Employee full name associated with their corresponding birthdate   |
| <b>14</b>                         | <b>RCW 42.56.360(1)(j).</b> All documents, including completed forms, received pursuant to an employee wellness program under RCW 41.04.362 are exempt.  | Records received for participation in an employee wellness program   |
| <b>15</b>                         | <b>RCW 42.56.230(3); RCW 42.56.050.</b> Personal information maintained for employee, appointee, elected official to the extent disclosure violates right to privacy.  | Information regarding an employee's benefits selections  |
| <b>16</b>                         | <b>RCW 42.56.330(5):</b> Personally identifying information of employees who acquire and use transit passes or other fare payment media is exempt.   | Personally identifying information of an employee who uses transit passes  |
| <b>17A-17B</b>                    | <b>RCW 42.56.250(9).</b> Photographs and month and year of birth in the personnel files of employees and workers of criminal justice agencies are exempt, unless the requestor is a member of the news media.  | <b>17A:</b> Photograph of a criminal justice agency employee<br><b>17B:</b> Birthdate (month and year) of a criminal justice agency employee   |

| Code                                  | Applicable Exemption   | The cited exemption applies because the redacted/withheld information includes the following:   |
|---------------------------------------|--|---|
| 18                                    | <b>RCW 42.56.240(13)</b> . The global positioning system data that would indicate the location of the residence of an employee or worker of a criminal justice agency is exempt.   | GPS data that shows the location of the residence of an employee or worker of a criminal justice agency   |
| 19                                    | <b>RCW 42.56.250(10)</b> . The global positioning system data that would indicate the location of the residence of a public employee or volunteer using the global positioning system recording device is exempt.  | GPS data that indicates the location of the residence of a public employee or volunteer   |
| 20                                    | <b>RCW 42.56.230(3); RCW 42.56.050</b> . Personal information maintained for employee, appointee, elected official to the extent disclosure violates right to privacy. See also <i>Dawson v. Daly</i> , 120 Wn.2d 782, 845 P.2d 995 (1993).  | Employee performance evaluations that do not discuss specific instances of misconduct   |
| 21                                    | <b>RCW 51.28.070</b> . Information contained in worker's compensation claim files and records of injured workers are confidential (other than to public employees in the performance of their official duties).  | Worker's compensation records   |
| <b>Employment Records</b>             |  |   |
| 22                                    | <b>RCW 42.56.250(2)</b> . Applications for public employment, including name, resume, other related materials submitted by or with respect to applicant.   | Public employee application materials, including the name of the applicant and materials submitted to the agency by or with respect to the applicant  |
| 23A-23C                               | <b>RCW 42.56.250(1)</b> . Test questions, scoring keys, and other examination data used to administer an employment examination are exempt.  | <b>23A:</b> Test questions used for an employment examination<br><b>23B:</b> Test scoring keys used for an employment examination<br><b>23C:</b> Examination data (other than questions or scoring keys) used for an employment examination |
| <b>Internal Investigation Records</b> |  |   |
| 24                                    | <b>RCW 42.56.230(3); RCW 42.56.050</b> . Personal information in files maintained for employees, appointees, or elected officials of any public agency to the extent that disclosure would violate their right to privacy. See also <i>City of Tacoma v. Tacoma News, Inc.</i> 65 Wn.App 140, 145, 827 P.2d 1094 (1992); <i>Bellevue John Does 1-11 v. Bellevue Sch. Dist. #405</i> , 164 Wn.2d 199, 217, 189 P.3d 139 (2008); <i>Bainbridge Island Police Guild v. City of Puyallup</i> , 172 Wn.2d 398, 412, 259 P.3d 190 (2016) | Identity of employee subject to an <i>unsustained</i> internal investigation of misconduct, release of which violate the employee's right to privacy due to the highly offensive nature of the allegations                                  |
| 25                                    | <b>RCW 42.56.250(6)</b> . Investigative records compiled by an employing agency conducting an active and ongoing investigation of a possible unfair practice under Washington Law Against Discrimination (chapter 49.60 RCW) or a possible violation of other federal, state, or local laws prohibiting discrimination in employment are exempt.   | Investigative records related to an active, on-going investigation of a violation of a law against discrimination in employment. This investigation is active and on-going and involves an allegation of employment discrimination.         |

| Code  | Applicable Exemption  | The cited exemption applies because the redacted/withheld information includes the following:  |
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| 26  | <b>RCW 42.56.070(1); RCW 42.41.030(7).</b> The identity of a reporting employee shall be kept confidential to the extent possible under law, unless the employee authorizes the disclosure of his or her identity in writing.   | Identifying information of a whistleblower   |
| <b>Investigative Records and Intelligence Information</b> |   |  |
| 27A   | <b>RCW 42.56.240(1), RCW 42.56.050.</b> Specific intelligence information and specific investigative records compiled by investigative, law enforcement, penology agencies, and state agencies vested with the responsibility to discipline members of any profession, the nondisclosure of which is essential to effective law enforcement or the protection of any person’s right to privacy. | Records contained in an active, on-going criminal investigation – this is a “categorical” exemption, meaning the records are exempt as a whole in their entirety   |
| 27B   | <b>RCW 42.56.240(1), RCW 42.56.050.</b> Specific intelligence information and specific investigative records compiled by investigative, law enforcement, penology agencies, and state agencies vested with the responsibility to discipline members of any profession, the nondisclosure of which is essential to effective law enforcement or the protection of any person’s right to privacy. | Specific intelligence information compiled by law enforcement, the nondisclosure of which is essential to effective law enforcement because to release the information would reveal law enforcement techniques, capabilities, limitations, and the extent of law enforcement knowledge which would jeopardize investigations/prosecutions and/or assist individuals in criminal activity   |
| 27C-27D   | <b>RCW 42.56.240(1), RCW 42.56.050.</b> Specific intelligence information and records compiled by investigative, law enforcement, penology agencies, and state agencies vested with the responsibility to discipline members of any profession, the nondisclosure of which is essential to effective law enforcement or the protection of any person’s right to privacy.                        | Specific investigative records compiled by law enforcement, in an investigation that has already been referred to the Prosecuting Attorney, the nondisclosure of which is:<br><br><b>27C:</b> The nondisclosure of which is essential to effective law enforcement because to release the information would compromise the investigative or prosecution process<br><b>27D:</b> For the protection of a person’s right to privacy |
| 27E   | <b>RCW 42.56.240(1).</b> General results of polygraph administered as part of criminal investigation may be released with appropriate redaction, but specific questions/answers/charts may be withheld as specific intelligence information, the nondisclosure of which is essential to effective law enforcement.  | Questions, answers, and charts of a polygraph conducted in a law enforcement investigation   |
| 27F   | <b>RCW 42.56.240(1), RCW 42.56.050.</b> Specific intelligence information and records compiled by investigative, law enforcement, penology agencies, and state agencies vested with the responsibility to discipline members of any profession, the nondisclosure of which is essential to effective law enforcement or the protection of any person’s right to privacy.                        | Photograph of victim or witness that shows injury, or would otherwise violate a privacy interest personal to the individual  |

| Code    | Applicable Exemption   | The cited exemption applies because the redacted/withheld information includes the following:   |
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| 27G     | <b>RCW 42.56.240(1), RCW 42.56.050.</b> Specific intelligence information and records compiled by investigative, law enforcement, penology agencies, and state agencies vested with the responsibility to discipline members of any profession, the nondisclosure of which is essential to effective law enforcement or the protection of any person's right to privacy. | Decedent's photograph or would otherwise violate a privacy interest that belongs to the decedent's loved ones   |
| 28A-28C | <b>RCW 42.56.240(2).</b> Information revealing the identity of persons who are witnesses to or victims of crime or who file complaints with any investigative, law enforcement, or penology agencies, if disclosure would endanger any person's life, physical safety, or property, or they indicate a desire for anonymity at the time of initial contact.              | Identity of a <i>victim</i> of a crime where disclosure would endanger any person's:<br><br><b>28A:</b> Life<br><b>28B:</b> Physical safety<br><b>28C:</b> Property   |
| 28D-28F | <b>RCW 42.56.240(2).</b> Information revealing the identity of persons who are witnesses to or victims of crime or who file complaints with any investigative, law enforcement, or penology agencies, if disclosure would endanger any person's life, physical safety, or property, or they indicate a desire for anonymity at the time of initial contact.              | Identity of a <i>witness</i> to a crime where disclosure would endanger any person's:<br><br><b>28D:</b> Life<br><b>25E:</b> Physical safety<br><b>25F:</b> Property  |
| 28G     | <b>RCW 42.56.240(2).</b> Information revealing the identity of persons who are witnesses to or victims of crime or who file complaints with any investigative, law enforcement, or penology agencies, if disclosure would endanger any person's life, physical safety, or property, or they indicate a desire for anonymity at the time of initial contact.              | Identity of a <i>victim</i> of a crime where victim requested anonymity at time of initial contact with law enforcement   |
| 28H     | <b>RCW 42.56.240(2).</b> Information revealing the identity of persons who are witnesses to or victims of crime or who file complaints with any investigative, law enforcement, or penology agencies, if disclosure would endanger any person's life, physical safety, or property, or they indicate a desire for anonymity at the time of initial contact.              | Identity of a <i>witness</i> to a crime where witness requested anonymity at time of initial contact with law enforcement   |
| 28I-28K | <b>RCW 42.56.240(2).</b> Information revealing the identity of persons who are witnesses to or victims of crime or who file complaints with any investigative, law enforcement, or penology agencies, if disclosure would endanger any person's life, physical safety, or property, or they indicate a desire for anonymity at the time of initial contact.              | Identity of a <i>victim</i> who filed a complaint with an investigative, law enforcement, or penology agency where disclosure would endanger any person's:<br><br><b>28I:</b> Life<br><b>28J:</b> Physical safety<br><b>28K:</b> Property |

| Code                    | Applicable Exemption  | The cited exemption applies because the redacted/withheld information includes the following:  |
|-------------------------|---|--|
| <b>28L-28N</b>          | <b>RCW 42.56.240(2)</b> . Information revealing the identity of persons who are witnesses to or victims of crime or who file complaints with any investigative, law enforcement, or penology agencies, if disclosure would endanger any person’s life, physical safety, or property, or they indicate a desire for anonymity at the time of initial contact.                                      | Identity of a <i>witness</i> who filed a complaint with an investigative, law enforcement, or penology agency where disclosure would endanger any person’s:<br><br><b>28L:</b> Life<br><b>28M:</b> Physical safety<br><b>28N:</b> Property |
| <b>28O</b>              | <b>RCW 42.56.240(2)</b> . Information revealing the identity of persons who are witnesses to or victims of crime or who file complaints with any investigative, law enforcement, or penology agencies, if disclosure would endanger any person’s life, physical safety, or property, or they indicate a desire for anonymity at the time of initial contact.                                      | Identity of a <i>victim</i> who filed a complaint with an investigative, law enforcement, or penology agency crime where witness requested anonymity at time of initial contact with law enforcement                                       |
| <b>28P</b>              | <b>RCW 42.56.240(2)</b> . Information revealing the identity of persons who are witnesses to or victims of crime or who file complaints with any investigative, law enforcement, or penology agencies, if disclosure would endanger any person’s life, physical safety, or property, or they indicate a desire for anonymity at the time of initial contact.                                      | Identity of a <i>witness</i> who filed a complaint with an investigative, law enforcement, or penology agency crime where victim requested anonymity at time of initial contact with law enforcement                                       |
| <b>29A</b>              | <b>RCW 42.56.070(1); RCW 7.69A.030(4)</b> . Name/address/photos of living child victim/witness shall not be disclosed by law enforcement, prosecutors, state agency without permission of victim/witness/parents/guardians except to entity providing services to child.  | Identifying information of living <i>child victim</i> of a crime   |
| <b>29B</b>              | <b>RCW 42.56.070(1); RCW 7.69A.030(4)</b> . Name/address/photos of living child victim/witness shall not be disclosed by law enforcement, prosecutors, state agency without permission of victim/witness/parents/guardians except to entity providing services to child.  | Identifying information of a living <i>child witness</i> to a crime  |
| <b>30</b>               | <b>RCW 42.56.070(1); RCW 42.56.240(5), RCW 10.97.130</b> . Information revealing the identity of child victims of sexual assault who are under age 18 are exempt – including name, address, location, photograph, and in cases in which the child victim is a relative or stepchild of the alleged perpetrator, identification of the relationship between the child and the alleged perpetrator. | Identifying information of a child victim of sexual assault  |
| <b>Juvenile Records</b> |   |  |
| <b>31</b>               | <b>RCW 42.56.070(1); RCW 13.50.050</b> . All records other than the official juvenile court file are confidential and may be released only as provided in RCW 13.50.050, RCW 13.50.010, RCW 13.40.215, RCW 4.24.550.  | Records related to a juvenile related to the commission of a criminal offense  |
| <b>32</b>               | <b>RCW 42.56.070(1); RCW 13.50.100</b> . Records covered by RCW 13.50.100 shall be confidential and shall be released only pursuant to that section and RCW 13.50.010.  | Records related to a juvenile which do not relate to the commission of a criminal offense  |
| <b>Medical Records</b>  |   |  |

| Code  | Applicable Exemption   | The cited exemption applies because the redacted/withheld information includes the following:   |
|---|--|---|
| 33  | <b>RCW 42.56.070(1); HIPAA, 45 CFR Part 160, 164; RCW 70.02.020; RCW 70.02.005(4).</b> Disclosure of health care information without the patient's consent is prohibited. Disclosure is only allowed with the patient's written authorization, a court order, or in connection with certain discovery requests.  | Health care provider records  |
| <b>Motor Vehicle and Driver Information</b>                           |  |   |
| 34  | <b>RCW 42.56.070(1); 18 USC §§2721, 2725(3).</b> Personal information including photograph, social security number, driver identification number, name, address (not zip code), telephone number, and medical or disability information may not be disclosed by a government agency who received such information from the Department of Licensing, except in particular instances defined in 18 USC § 2721(b).  | Personal information provided to the agency by the Department of Licensing for the purpose of carrying out the agency's governmental functions  |
| 35  | <b>RCW 42.56.070(1); RCW 46.52.130(3).</b> The agency may not release an abstract driving record to a third party. A request for such a record must be directed to the Department of Licensing at <a href="http://www.dol.wa.gov/driverslicense/requestyourrecord.html">http://www.dol.wa.gov/driverslicense/requestyourrecord.html</a>  | Abstract Driving Record   |
| 36  | <b>RCW 42.56.070(1); RCW 46.12.635.</b> Name/address of individual vehicle owner shall not be released. RCW 46.12.635 allows certain individuals and entities access to this information. A request for access must be directed to the Department of Licensing at <a href="http://www.dol.wa.gov/forms/224003.pdf">http://www.dol.wa.gov/forms/224003.pdf</a>  | Vehicle Registration - name/address of owner  |
| 37  | <b>RCW 42.56.070(1); RCW 46.52.080.</b> Traffic collision reports required by officers to be prepared by drivers or passengers of vehicles involved in accidents are confidential and may only be released to specific individuals in specific circumstances. To request a report, visit the following Washington State Patrol website: <a href="http://www.wsp.wa.gov/publications/collision.htm">http://www.wsp.wa.gov/publications/collision.htm</a>        | Traffic collision reports prepared by drivers or passengers   |
| <b>Passport Number</b>  |  |   |
| 38  | <b>RCW 42.56.070(1); 5 USC §552(a); RCW 42.56.050.</b> The Privacy Act of 1974 evinces Congress' intent that passport numbers are a private concern  | Passport number   |
| <b>Records Related to Real Estate Acquisition or Sale of Property</b> |  |   |
| 39A   | <b>RCW 42.56.260(1)(a).</b> The contents of real estate appraisals, made for or by any agency relative to the acquisition or sale of property. Pursuant to RCW 42.56.260(2), the exemption does not apply when disclosure is mandated by another statute or after the project or prospective project is abandoned or all properties that are part of the project have been purchased, sold, or leased. No appraisal may be withheld for more than three years. | Real estate appraisal related to the acquisition or sale of property by the agency. The project has not been abandoned, all properties related to the project have not been purchases, sold, or leased, and the appraisal is less than three years old. |

| Code            | Applicable Exemption  | The cited exemption applies because the redacted/withheld information includes the following:  |
|-----------------|---|--|
| 39B             | <p><b>RCW 42.56.260(1)(b).</b> Documents prepared for the purpose of considering the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price, including records prepared for executive session pursuant to RCW 42.13.110(1)(b). Pursuant to RCW 42.56.260(2), the exemption does not apply when disclosure is mandated by another statute or after the project or prospective project is abandoned or all properties that are part of the project have been purchased, sold, or leased. No appraisal may be withheld for more than three years.</p>   | <p>Documents prepared for the purpose of considering selection of a site or acquisition of real estate. Public knowledge would cause a likelihood of increased price. The project has not been abandoned, all properties related to the project have not been purchases, sold, or leased, and the appraisal is less than three years old.</p>  |
| 39C             | <p><b>RCW 42.56.260(1)(c).</b> Documents prepared for the purpose of considering the minimum price of real estate that will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price, including records prepares for executive session pursuant to RCW 42.30.110(1)(c). Pursuant to RCW 42.56.260(2), the exemption does not apply when disclosure is mandated by another statute or after the project or prospective project is abandoned or all properties that are part of the project have been purchased, sold, or leased. No appraisal may be withheld for more than three years.</p>  | <p>Documents prepared for the purpose of considering the minimum price of real estate that will be offered by the agency for sale or lease. Public knowledge regarding such consideration would cause a likelihood of decreased price. The project has not been abandoned, all properties related to the project have not been purchases, sold, or leased, and the appraisal is less than three years old.</p> |
| <b>Security</b> |   |  |
| 40A             | <p><b>RCW 42.56.420(1).</b> Those portions of records assembled, prepared, or maintained to prevent, mitigate, or respond to criminal terrorist acts, which are acts that significantly disrupt the conduct of government or of the general civilian population; the public disclosure of which would have a substantial likelihood of threatening public safety, consisting of:</p> <p>(a) Specific and unique vulnerability assessments or specific and unique response or deployment plans, including compiled underlying data collected in preparation of or essential to the assessments, or to the response or deployment plans; and</p> <p>(b) Records not subject to public disclosure under federal law that are shared by federal or international agencies, and information prepared from national security briefings provided to state or local government officials related to domestic preparedness for acts of terrorism</p> | <p>Specific and unique vulnerability assessments or specific and unique response or deployment plans related to the prevention, mitigation, or response to criminal terrorist acts where disclosure would have a substantial likelihood of threatening public safety</p>   |

| Code                          | Applicable Exemption  | The cited exemption applies because the redacted/withheld information includes the following:  |
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| 40B                           | <p><b>RCW 42.56.420(1)</b>. Those portions of records assembled, prepared, or maintained to prevent, mitigate, or respond to criminal terrorist acts, which are acts that significantly disrupt the conduct of government or of the general civilian population; the public disclosure of which would have a substantial likelihood of threatening public safety, consisting of:</p> <p>(a) Specific and unique vulnerability assessments or specific and unique response or deployment plans, including compiled underlying data collected in preparation of or essential to the assessments, or to the response or deployment plans; and</p> <p>(b) Records not subject to public disclosure under federal law that are shared by federal or international agencies, and information prepared from national security briefings provided to state or local government officials related to domestic preparedness for acts of terrorism</p> | Records not subject to public disclosure under federal law that are shared by the federal or international agencies, and information prepared from national security briefings provided to state or local government officials related to domestic preparedness for acts of terrorism, the public disclosure of which would have a substantial likelihood of threatening public safety |
| <b>Social Security Number</b> |   |  |
| 41                            | <p><b>RCW 42.56.070(1); 5 USC §552(a); RCW 42.56.050; RCW 42.56.230(5)</b>. The Privacy Act of 1974 evinces Congress' intent that social security numbers are a private concern. RCW 42.56.230(5). Credit card numbers, debit card numbers, electronic check numbers, credit expiration dates, bank/other financial information as defined in RCW 9.35.005 including social security numbers are exempt except when disclosure is expressly required by or governed by other law</p>  | Social Security Number   |
| <b>Taxpayer Information</b>   |   |  |
| 42                            | <p><b>RCW 42.56.230(3); RCW 42.56.230(4); RCW 42.56.070(1); RCW 82.32.330; 26 USC 6103(a)</b>. Taxpayer information shall be kept confidential and may not be disclosed – includes a taxpayer's identity, the nature, source, or amount of the taxpayer's income, payments, receipts, deductions, exemptions, credits, assets, liabilities, net worth, tax liability deficiencies, over-assessments, or tax payments</p>  | Taxpayer information   |
| 43                            | <p><b>RCW 42.56.230(4); RCW 42.56.070(1); RCW 84.08.210</b>. Property taxpayer information is confidential and may not be disclosed</p>   | Taxpayer information provided to determine property tax  |
| <b>Utility Customers</b>      |   |  |
| 44                            | <p><b>RCW 42.56.330(2)</b>. The addresses, telephone numbers, electronic contact information, and customer-specific utility usage and billing information in increments less than a billing cycle of the customers of a public utility contained in the records or lists held by the public utility of which they are customers is exempt</p>   | Utility customer's contact information and utility usage in increments less than a billing cycle   |
| <b>Miscellaneous</b>          |   |  |

| Code | Applicable Exemption  | The cited exemption applies because the redacted/withheld information includes the following:   |
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| 45   | <b>RCW 42.56.070(1); RCW 68.50.105; RCW 11.02.005.</b> Reports and records of autopsies or postmortems shall be confidential  | Autopsy records related to a postmortem investigation are confidential except to the following individuals: personal representative of decedent, any family member, the attending physician or nurse practitioner, prosecuting attorney or law enforcement agencies having jurisdiction, public health officials, L&I or DSHS in some circumstances |
| 46   | <b>RCW 42.56.240(1).</b> Specific intelligence information and specific investigative records compiled by investigative, law enforcement, and penology agencies, and state agencies vested with the responsibility to discipline members of any profession, the non-disclosure of which is essential for the protection of any person's right to privacy (privacy extends to the family of the deceased). See also <i>Comarato v. Pierce County Medical Examiner's Office</i> , 111 Wn.App. 69, 43 P.3d 539 (2002).   | Suicide note  |
| 47   | <b>RCW 42.56.240(4); RCW 42.56.070(1); RCW 9.41.129.</b> The Department of Licensing may keep copies or records of applications for concealed pistol licenses provided for in RCW 9.41.070, copies or records of applications for alien firearm licenses, copies or records of applications to purchase pistols provided for in RCW 9.41.090, and copies or records of pistol transfers provided for in RCW 9.41.110. The copies and records shall not be disclosed except as provided in RCW 42.56.240(4). 42.56.240(4) License applications under RCW 9.41.070; copies of license applications or information on the applications may be released to law enforcement or corrections agencies. | Concealed pistol license application  |
| 48   | <b>RCW 42.56.070(1); RCW 9.73.090(1)(c).</b> No sound or video recording made under this subsection may be duplicated and made available to the public by a law enforcement agency subject to this section until final disposition of any criminal or civil litigation which arises from the event(s) which were recorded.  | Dash camera video of an event that is still the subject of active, pending criminal or civil litigation   |

| Code | Applicable Exemption  | The cited exemption applies because the redacted/withheld information includes the following:  |
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| 49   | <b>RCW 42.56.240(14).</b> Body worn camera records are presumed to be highly offensive to a reasonable person if it depicts certain areas, activities, or people.   | 49A: Areas of a medical facility, counseling or therapeutic program office involving a patient and treatment; or health care information is shared with patients, families or a care team<br>49B: Protected information under HIPAA<br>49C: Interior of a residence where a person has a reasonable expectation of privacy<br>49D: An intimate image<br>49E: A minor<br>49F: The body of a deceased person<br>49G: The identity of or communications from a victim or witness or an incident involving domestic violence or sexual assault or disclosure of intimate images<br>49H: The identifiable location information of a community-based domestic violence programs or emergency shelter |
| 50   | <b>RCW 42.56.600.</b> Records of mediation communications that are privileged under chapter 7.07 RCW are exempt from disclosure under this chapter.   | Mediation communications that are privileged under chapter 7.07 RCW.   |
| 51   | <b>RCW 42.56.230(2).</b> Personal information of a child enrolled in parks and recreation program, youth development program, or after-school program is exempt.  | Personal information of a child in a parks and recreation, youth development, or after-school program  |
| 52   | <b>Family Educational Rights and Privacy Act (FERPA)</b>  | Records withheld include student identifiable information, as well as all educational records protected from disclosure, with the exception of directory information.  |
| 53   | <b>RCW 42.56.235 Religious Affiliation.</b> “All Records that relate to or contain personally identifying information about an individual’s religious beliefs, practices or affiliation are exempt from disclosure under this chapter.” | Prohibits state or local agencies from providing personally identifiable information that could be used to create a federal religious affiliation, national origin, or ethnicity registry for law enforcement or immigration purposes. Examples include, records withheld due to self-identification of an employee through time off requests, accommodation to wear religious attire, public comments, etc.   |