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IMPORTANT NOTICE FOR

NEW YORK CITY GOVERNMENT AGENCIES

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NEW YORK CITY MUNICIPAL CONTRACTORS

Re: Social Security Numbers on Certified Payrolls

The Bureau of Labor Law ("Bureau") is sensitive to concerns regarding the potential for inadvertent disclosure and misuse of social security numbers. Identity theft is a growing problem and we are sympathetic to agency, contractor and worker concerns with regard to inclusion of this information on certified payroll records.

For this reason, we will now accept the use of the last four digits of social security numbers on the certified payrolls submitted to contracting agencies on City public work projects.

Please note, however, that this change does not affect the Bureau's ability to request and receive entire social security numbers from employers during the course of its labor law investigations. Therefore, both contractors and subcontractors must maintain the full social security number for each of their covered workers.