

Redaction Reason	Description
Attorney-Client Privilege	Internal communications between clients that reflect matters about which the client intends to seek legal advice, or to gather information for attorney or convey attorney/client communications is exempt. RCW 42.56.070(1); RCW 5.60.060(2)(a); RCW 42.56.290; CR 26; See Hangartner v. City of Seattle, 151 Wn.2d 439, 90 P.3d 26 (2003)
Employee and Volunteer Personal Information	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, payroll deductions including the amount and identification of the deduction, 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. Credit card numbers, debit card numbers, electronic check numbers, card expiration dates, or bank or other financial information as defined in RCW 9.35.005 including social security numbers. RCW 42.56.230(5); 42.56.250(1)(d); RCW 42.56.250(1)(h); 8 USC §1324a(b)(5); RCW42.56.230(3); RCW50.13.020; RCW 42.56.410; 42 USC § 12112(d)(3); RCW 42.56.360(1)(j); RCW42.56.330(5)
Employee Payroll Deductions	Payroll deductions, including the amount and identification of the deduction, are exempt under RCW 42.56.250(4), such as Voluntary and involuntary deductions, Pension deductions, Worker's compensation payments, Charitable deductions
Employee Performance Review/Evaluation	Excluding the superintendent, employee's performance evaluations with no discussion of specific incidents of misconduct is presumed to be highly offensive and of no legitimate concern to the public and the disclosure would violate their right to privacy. Professional growth plans (PGPs) in educator license renewals submitted through the eCert system are exempt. RCW 42.56.050; RCW 42.56.230(3); RCW 42.56.250(1)(c);
Employee Personal Information	This is employee personal information and is subject to redaction. RCW 42.56. 230(3) exempts personal information of employees, appointees, and elected officials to the extent that disclosure would violate their right to privacy.
Employee Personnel File	Employee personnel file information, such as applications for public employment and materials submitted with respect to an applicant, including resumes, references, letters of recommendation, and pre-employment polygraph results (RCW 42.56.250(2); home addresses; home and cell phone; personal e-mail addresses; driver's license numbers; social security numbers (RCW 42.56.250(4); routine performance evaluations which do not discuss specific instances of misconduct; medical information (Ch. 70.02 RCW applies to medical information from health care providers); industrial insurance (workers' compensation) claim files and records (RCW 51.28.070)
Employee Right to Privacy	Personal information maintained for employee, appointee, elected official to the extent disclosure violates right to privacy. A person's "right to privacy," "right of privacy," "privacy," or "personal privacy," is invaded or violated only if disclosure of information about the person: (1) Would be highly offensive to a reasonable person, and (2) is not of legitimate concern to the public. RCW 42.56.230(3); RCW 42.56.050
Employee Unsubstantiated Allegation of Misconduct	The employee identity and identifiers in unsubstantiated allegations of sexual misconduct are exempt from production to protect the employee's right to privacy. RCW 42.56.230(3); RCW 42.56.050
Financial Information	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. RCW 42.56.070(1); RCW 42.56.230(5); RCW 9.35.005; 5 USC §552(a); RCW 42.56.050
On-going Investigation of Harrassment	On-going investigations of harassment in employment, RCW 42.56.250(6), which does not specifically exempt the name of the accused, it only protects the name of the complainant, accuser, and witness (whether the allegation is substantiated or unsubstantiated).
Student Personal Information	Personal information in any files maintained for students in public schools are exempt from disclosure, including correspondence.. Federal law also prohibits disclosure of personally identifiable information from education records without the consent of the student. RCW 42.56.230(1); RCW 42.56.230(2)(a)(iii); RCW 42.56.070(1); 20 U.S.C. § 1232g; 34 CFR §99.3; 34 CFR §99.30; 34 CFR §99.31