MEMORANDUM HR17-18

TO: Agency Administrators

FROM: Carolyn Horwich, Esq., Director of Human Resources

THROUGH: Rip Colvin, Executive Director

SUBJECT: Privacy Indicator Questionnaire

DATE: June 21, 2018

The Florida Legislature made several changes to Ch. 119, F.S., during the 2018 legislative session. Consequently, the Justice Administrative Commission (“JAC”) has revised its Privacy Indicator Questionnaire to reflect the statutory changes. Although agencies administratively served by the JAC process their employees’ Privacy Indicator Questionnaires in People First, we wanted to share with you JAC’s revised form as an example.

As a reminder, the purpose of the Questionnaire is to determine which, if any, of the available privacy flag boxes to check in People First at the employee’s Personal Information page. Examples of which type of employee might fall within each option are shown below in red:

Please do not hesitate to contact JAC staff should you have any questions.

Thank you.