



THE CITY OF NEW YORK
MAYOR'S OFFICE OF MEDIA & ENTERTAINMENT

Mayor's Office of Media and Entertainment (MOME)

Freedom of Information Law Subject Matter List

Last Updated September 2024

MOME maintains the following subject matter list in accordance with NY Public Officers Law section 87(3)(c) and 21 NYCRR section 1401.6. MOME may deny access to all or portions of some records listed below in accordance with NY Public Officers Law section 87(2).

1. Advisory Committee Member Lists
2. Agendas, Meetings
3. Agreements
4. Applications for Permits and Programs
5. Broadcast Records and Logs
6. Business/Organization Lists
7. Calendars/Schedules
8. Channels and Carriers List
(<https://www1.nyc.gov/site/media/carriers/carriers.page>)
9. Compliance Filings
10. Correspondence and Email
11. Disability Access 5-Year Plan
12. Employee Rosters
13. Financial Records and Budgets
14. Federal Communications Commission filings
15. FOIL Requests

16. Graphic Art
17. Guidance Documents/Policy Statements
18. Human Resources Records (Note: MOME's human resources function is performed by the Office of Technology and Innovation under NYC Mayor's Office Executive Order 21 of 2022, so many records are maintained at OTI).
19. Identifying Information Law (records required under NYC Administrative Code § 23-2012(c)(1))
20. Insurance, Proof of (submitted by third-parties)
21. Language Access Plan
22. Legal Files
23. Litigation Records
24. Newsletters (The newsletter is available on the MOME webpage at: <https://www.nyc.gov/site/mome/about/news.page>)
25. Made in NY Awardee Lists
26. Marketing and Promotional Materials
27. Marketing Credit files
28. Permits, Film (Some information available at: <https://opendata.cityofnewyork.us>) – permits and spreadsheets (organized by company and contact)
29. Press Releases (Press releases are available on the MOME webpage at: <https://www1.nyc.gov/site/mome/news/press-releases.page> and <https://www1.nyc.gov/site/media/about/news.page>.)
30. Program Participant and Invitee Lists
31. Program Descriptions (<https://www1.nyc.gov/site/mome/index.page>)
32. Program Files
33. Program Schedules for NYC Media (Schedules are available on the MOME webpage at: <https://www1.nyc.gov/site/media/schedule/schedule.page> and <https://www1.nyc.gov/site/media/schedule/radio-schedule.page>)

- 34.Policies and Procedures
- 35.Photographs
- 36.Public Comments
- 37.Press Card Application and Press Card Holder Files
- 38.Production Documents
- 39.Racial Equity Plan
- 40.Records Retention Schedule
- 41.Requests for Proposal
- 42.Reports and Studies
- 43.Rules, Official
- 44.Scripts
- 45.Social Media Posts
- 46.Speeches, Remarks, and Testimony
- 47.Television Programs
- 48.Videos