



California Fair Political Practices Commission

November 7, 1989

John L. Taylor
Clerk of the Board
City and County of San Francisco
City Hall
San Francisco, CA 94102

Re: Your Request for Advice
Advice File No. A-89-487

Dear Mr. Taylor:

We have received your letter requesting advice under the conflict of interest provisions of the Political Reform Act.^{1/}

QUESTION

The City and County of San Francisco is considering the adoption of a new conflict of interest code. You have sent us a copy of the proposed code and asked if we had any comments concerning its contents. More specifically, you have asked if it would be possible to require employees to sign a statement, under penalty of perjury, that the employee has no conflict of interest and if he or she ever should, that the employee would immediately notify the city. This statement would be in lieu of the disclosure required by the conflict of interest code.

CONCLUSION

Local government agencies must adopt and promulgate a conflict of interest code which will specifically enumerate all positions within the agency which make or participate in the

^{1/} Government Code Sections 81000-91015. All statutory references are to the Government Code unless otherwise indicated. Commission regulations appear at 2 California Code of Regulations Section 18000, et seq. All references to regulations are to Title 2, Division 6 of the California Code of Regulations.

making of governmental decisions which may foreseeably have a material effect on an financial interest and for each enumerated position the code must specify the types of investments, income, interests in real property and business positions which are reportable (Sections 87300 and 87302).

It would not be appropriate for employees to merely sign a document under penalty of perjury stating that no conflicts of interest exist. Such a statement would not comply with Section 87300 and 87302.

The proposed conflict of interest code for the City and County of San Francisco meets the provisions of Section 87302. The disclosure assigned to the designated positions appears to be tailored to just those financial interests which are administered, and can be affected, by the designated employees within their respective division, department or agency. We recommend that the language requiring the disclosure of business positions be consistent in every disclosure category.

ANALYSIS

Section 87300 provides that every agency shall adopt and promulgate a conflict of interest code pursuant to the provisions of this article. A conflict of interest code shall have the force of law and any violation of a conflict of interest code by a designated employee shall be deemed a violation of this chapter.

Each conflict of interest code shall specifically enumerate the positions within the agency, which involve the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest and for each such enumerated position, the specific types of investments, business positions, interests in real property, and sources of income which are reportable. Codes shall describe when statements are to be filed and shall further set forth the circumstances under which designated employees must disqualify themselves from making, participating in the making, or using their official position to influence the making of any decision (Section 87302).

Your code designates numerous boards, commissions, departments and divisions with your jurisdiction. You have expended a good deal of time drafting your disclosure categories to require the disclosure of just those types of financial interests which your designated employees can affect in their decision-making. Since we have no reason to know what positions within your jurisdiction make or participate in making decisions, we cannot verify that your code covers all decision-makers.

The code incorporates Commission Regulation 18730, as the body of the code, and has attached to it the appendix of designated positions and accompanying disclosure categories. Relying on what was possible to review, it appears your conflict of interest code meets all of the required provisions of Section 87302.

The only substantive comment we have is in regard to the disclosure of business positions. The majority of the disclosure categories appropriately require the disclosure of "business positions in business entities...". Category 2 with Sec. 58.125 of the Asian Art Museum requires the disclosure of "...any position of management..." You may want to review each of the disclosure categories to ensure that they are consistent and require the disclosure of "business positions."

In your letter you indicated that a member of the board of supervisors asked if it would be appropriate to merely ask employees within the city to sign a statement, under penalty of perjury, that they have no conflict of interest, and that if they ever did, that they would so notify the city. It was proposed that this statement would be in lieu of the filing of the statement of economic interest required by the conflict of interest code.

There is no provision in the Political Reform Act which allows for such a statement. As noted earlier, Section 87302 requires agencies to specifically enumerate positions in a decision-making capacity and requires disclosure of certain financial interests at specified times. The in-lieu of statement suggested by the supervisor would not be in compliance with the Political Reform Act.

I hope this has been of assistance to you. It was a pleasure to meet you and David Benjamin at our seminar in San Francisco. If you have any questions, or I can help you further, please feel free to give me a call at (916) 322-5901.

Sincerely,

Kathryn E. Donovan
General Counsel



By: Jeanette E. Turvill
Political Reform Consultant
Legal Division

BOARD of SUPERVISORS



City Hall
San Francisco 94102
554-5184

August 14, 1989

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PPPC

Jeanette Turvill
California Fair Political
Practices Commission
428 J Street, Suite 800
Sacramento, CA. 95804-0807

Dear Ms. Turvill:

The City and County of San Francisco is considering the adoption of a new conflict of interest code to accomplish several objectives:

- (a) to adopt the state's standardized code to obtain the obvious advantages of that procedure.
- (b) to bring up to date our disclosure categories and designated positions to reflect changes in our organization.
- (c) to put our conflict of interest code into our Administrative Code, thus making it easier to find and easier to revise than our present accumulation of resolutions.
- (d) to clarify the designation of the filing officer for positions when the designation may not be clear.
- (e) to provide administrative provisions to promote awareness of filing requirements, particularly for initial and leaving office statements.

In this connection, I have two questions:

First, during a recent discussion of the draft new conflict of interest code, a member of our Board of Supervisors strongly urged that we not require City employees (other than perhaps department heads and other top officers) to disclose economic interests unless there is probable cause that the employee has a conflict. The Supervisor suggested that, instead, we require every employee to sign a statement, under penalty of perjury, that the employee has no conflict of interest and that if a conflict arises in the future, either because of changed assignment by the City or changed economic interests of the employee, the employee will immediately inform the City.

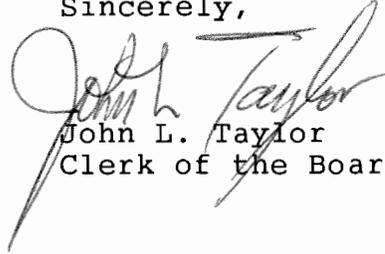
I enquire of you whether such a system would be in compliance with the Political Reform Act.

Second, I enquire whether you have any comments for us concerning the attached draft ordinance.

Your assistance will be appreciated.

This letter is written with the blessing of the office of the City Attorney with which I have been working closely to improve our code.

Sincerely,



John L. Taylor
Clerk of the Board

cc: Deputy City Attorney
David Benjamin

FILE NO _____

ORDINANCE NO _____

1 [Conflict of Interest Code]
2 ADOPTING BY REFERENCE AS THE CONFLICT OF INTEREST CODE FOR CERTAIN
3 AGENCIES OF THE CITY AND COUNTY OF SAN FRANCISCO, THE PROVISIONS OF
4 THE MODEL CONFLICT OF INTEREST CODE ADOPTED BY THE CALIFORNIA FAIR
5 POLITICAL PRACTICES COMMISSION, PROVIDING FOR THE FILING OF
6 STATEMENTS OF ECONOMIC INTERESTS, DISCLOSURE CATEGORIES, DESIGNATED
7 POSITIONS, AND FILING OFFICERS, BY ADDING CHAPTER 58 TO THE SAN
8 FRANCISCO ADMINISTRATIVE CODE.

9
10 Note: All material is new.
11 Be it ordained by the People of the City and County of San Francisco:

12
13 Section 1. The San Francisco Administrative Code is hereby
14 amended by adding Chapter 58 to read as follows:

15
16 Chapter 58. Conflict of Interest Code

17
18 Sec. 58.1. Adoption of State Code.

19 The provisions of Regulation 18730 of the Fair Political
20 Practices Commission (2 Cal.Admin.Code §18730), as the regulation
21 reads on the date this ordinance is adopted and as the regulation may
22 be amended from time to time by the Commission, are hereby adopted and
23 incorporated herein by this reference as the Conflict of Interest Code
24 for agencies of the City and County of San Francisco listed in this
25 chapter commencing with section 58.100.

26
27 Sec. 58.2. Copies of Regulation 18730.

28 Three copies of Regulation 18730 shall be maintained in the
29 office of the Clerk of the Board of Supervisors.

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1 (c) All other persons holding designated positions shall file
2 with their respective department head or the executive director of
3 their agency, who shall be the filing officer for such positions.
4

5 Sec. 58.5. Filing Officer Reports.

6 On or before April 10 of each year, every filing officer shall
7 submit a written report to the Clerk of the Board setting forth the
8 names of those persons who are required to file an annual statement
9 with that filing officer under this chapter but have failed to do so,
10 or a report stating that all such persons have filed.
11

12 Sec. 58.6. Notice of Appointment.

13 Whenever the Mayor, the Chief Administrative Officer, or a board
14 or commission appoints a department head, or receives the resignation
15 or retirement notice of a department head, the official or the
16 secretary to the board or commission who makes the appointment or
17 receives the resignation or retirement notice, shall promptly inform
18 the Clerk of the Board of Supervisors. The official or secretary
19 shall also inform the department head of the necessity to file within
20 30 days an assuming office of leaving office statement of economic
21 interests. Upon receiving notice of the appointment, or the
22 resignation or retirement, of the department head, the Clerk shall
23 perform the required duties of the filing officer and obtain the
24 required statement of economic interests.
25

26 Sec. 58.7. Disclosure Category 1.

27 For each agency, disclosure category 1 shall read:

28 "Disclosure Category 1: Persons in this category shall
29 disclose all sources of income, interests in real
30 property, investments, and all business positions in

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which the designated employee is a director, officer,
partner, trustee, employee, or holds any position of
management."

Sec. 58.8 Disclosure Categories.

For each agency of the City and County of San Francisco,
disclosure categories shall include category 1 as specified in Sec.
58.7, and such additional categories as may be included in the
sections of this chapter applicable to each such agency.

Sec. 58.9. Definitions.

As used in this chapter:

(a) "Political Reform Act" means the Political Reform Act of
1974, as said Act reads on the date this ordinance is adopted and as
said Act may be amended from time to time.

(b) All other words used in this ordinance shall have the
meanings ascribed to them by the Political Reform Act, if the Act
provides a definition.

Sec. 58.100. [Reserved.]

Sec. 58.105. Commission on the Aging.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Executive Director	All 1
Member, Commission on Aging	

Sec. 58.110. Agriculture, Weights & Measures Department.

Disclosure Category 2. Persons in this category shall disclose
all investments and business positions in business entities, interests
in real property, and sources of income subject to the regulatory,

1 permit or licensing authority of the Department of Agriculture and
2 Weights and Measures.

3 <u>Designated Positions</u>	<u>Disclosure Categories</u>
4 Agricultural Commissioner/Sealer	1
5 Assistant Commissioner/Sealer	1
6 Farmers' Market Manager	1
7 Agricultural Inspector	2
8 Weights and Measures Inspector	2

10 Sec. 58.115. Airports Commission.

11 Disclosure Category 2. Persons in this category shall disclose
12 all investments and business positions in business entities and income
13 from any source which provides, or contracts with the City and County
14 of San Francisco and its Airports Commission to provide, services,
15 supplies, materials, machinery or equipment to the Airports Commission.

16 Disclosure Category 3. Persons in this category shall disclose
17 all investments and business positions in business entities, interests
18 in real property, and sources of income subject to the regulatory,
19 permit or licensing authority of the Airports Commission.

20 <u>Designated Positions</u>	<u>Disclosure Categories</u>
21 Airports Commissioner	1
22 Director of Airports	1
23 Administrator, Bureau of Planning 24 & Construction	1
25 Deputy Director of Airports, Business 26 & Finance	1
27 Deputy Director of Airports, Facilities, 28 Operations & Maintenance	1
29 Deputy Director of Airports, Operations	1
30 Secretary, Airports Commission	1

	<u>Designated Positions</u>	<u>Disclosure Categories</u>
1		
2	Director, Bureau of Community Affairs	1
3	Assistant Deputy Director, Operations/Control	1
4	Assistant Deputy Director, Operations/Management	1
5	Assistant Deputy Director, Facilities	1
6	Operations & Maintenance	
7	Assistant Deputy Director, FOM, Quality Control	1
8	Assistant Deputy Director, Business & Finance	1
9	Assistant Deputy Director, Planning & Development	1
10	Assistant Deputy Director, Bureau of Planning	1
11	& Construction (Staff Assistant XI)	
12	Project Manager, Bureau of Planning	1
13	& Construction (Staff Assistant X)	
14	Chief, Airport Police	2, 3
15	Deputy Chief, Airport Police	2, 3
16	Airport Operations Superintendent	2, 3
17	Consultant*	1
18	Senior Architect	2, 3
19	Airport Communications Coordinator	2, 3
20	Senior Traffic engineer	2, 3
21	(Manager, Landside Operations)	
22	Airport Property Specialist III	2, 3
23	Airport Property Specialist II	2, 3
24	Airport Property Specialist I	2, 3
25	Director, Bureau of Exhibits &	2, 3
26	Cultural Education	
27	Director, Bureau of Property Management	1
28	Chief of Systems	2
29	Supervising Fiscal Officer	2, 3
30	/ / /	

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<u>Designated Positions</u>	<u>Disclosure Categories</u>
Senior Engineer/Scheduling & Control Branch	2, 3
Head, Facilities Operations & Maintenance	
Principal Engineer Technical Services Branch	2, 3
Head, Facilities Operations & Maintenance	
Principal Civil Engineer/Environmental Control	2, 3
Branch Head, Facilities Operations & Maintenance	
Superintendent of Maintenance/Maintenance	2, 3
Branch Head, Facilities Operations & Maintenance	
Engineer/Construction Support Branch	2, 3
Head, Facilities Operations & Maintenance	
Building Inspector/Quality Control Branch	2, 3
Head, Facilities Operations & Maintenance	
Airport Parking Manager	2, 3
Airport Assistant Administrator	1

*With respect to consultants, the Director of Airports may determine in writing that a particular consultant is hired to perform a range of duties that are limited in scope and thus is not required to comply with the disclosure requirements described in this category. Such determination shall include a description of the consultants duties and, based upon that description, a statement of the extent of disclosure requirements. The Director of Airports shall forward a copy of this determination to the Board of Supervisors. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

Sec. 58.120. [Reserved.]

Sec. 58.125. Asian Art Museum.

Disclosure Category 2. Persons in this category shall disclose all investments in, income from, or any position of management in any business entity involved in the buying or selling of works of Asian art or in the business of installing or maintaining security systems,

1 which do business in the jurisdiction, or which have done business in
2 the jurisdiction in the past two years, or which may foreseeably do
3 business in the jurisdiction in the future.

4 <u>Designated Positions</u>	<u>Disclosure Categories</u>
5 Commissioner	All 2
6 Director	
7 Chief Curator	
8 Deputy Director	
9 Curator	

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11 Sec. 58.130. [Reserved.]

12
13 Sec. 58.135. [Reserved.]

14
15 Sec. 58.140. [Reserved.]

16
17 Sec. 58.145 Board of Supervisors

18 <u>Designated Positions</u>	<u>Disclosure Categories</u>
19 Member, Board of Supervisors	See Sec. 58.600
20 Clerk of the Board	All 1
21 Budget Analyst	
22 Administrative Assistant	
23 Legislative Aide	
24 <i>Member, Alternate Member Assessment Appeals Board</i>	

25 Sec. 58.150. [Reserved.]

26
27 Sec. 58.155. Chief Administrative Officer.

28 Disclosure Category 2. Persons in this category shall disclose
29 all investments and business positions in business entities and income
30 from any source which provides, or contracts with the City and County

1 of San Francisco and its Chief Administrative Officer to provide,
2 services, supplies, materials, machinery or equipment to the Chief
3 Administrative Officer.

4 Disclosure Category 3. Persons in this category shall disclose
5 all investments and business positions in business entities, interests
6 in real property, and sources of income subject to the regulatory,
7 permit or licensing authority of the Chief Administrative Officer.

8 <u>Designated Positions</u>	<u>Disclosure Categories</u>
9 Chief Administrative Officer	See Sec. 58.600
10 Executive Assistant to the CAO	1
11 Deputy Fiscal Officer	1
12 Chief of Systems	1
13 Risk Manager	1
14 Assistant to CAO VI	1
15 Assistant to CAO VII	1
16 Capital Programs Manager	1
17 Project Manager	2
18 Technical Manager	2
19 Contract Administrator	2
20 Administrator of Business & Employment	2
21 Assistant to CAO VIII	3
22 Director Convention Facilities	3
23 Assistant to CAO V	3
24 Assistant to CAO VI	3

25
26 Sec. 58.160. [Reserved.]

27
28 Sec. 58.165. City Attorney.

29 Disclosure Category 2: Persons in this category shall disclose
30 all interests in real property, and all income from and investments in

1 business entities which hold interests in real property in the
2 jurisdiction, and all business positions held in such business
3 entities.

4 Disclosure Category 3: Persons in this category shall disclose
5 all sources of income, all investments, and all business positions in
6 any business entity which does business in the jurisdiction.

7 Disclosure Category 4: Persons in this category shall disclose
8 all income from, and investments in, business entities which provide
9 services, supplies, materials, machinery or equipment of the type used
10 by the Office of the City Attorney, and all business positions held in
11 such entities.

12 <u>Designated Positions</u>	<u>Disclosure Categories</u>
13 City Attorney	See Sec. 58.600
14 Chief Assistant City Attorney	1
15 Special Assistant, Bd. of Supervisors	1
16 Special Assistant, Finance	1
17 Special Assistant, Labor Relations	1
18 Special Assistant, Litigation	
19 Public Protection	1
20 Chief, Government Law Division	1
21 Chief, Administrative Division	1
22 Chief of Complex Litigation	3
23 Chief Trial Deputy	3
24 Lead Attorney, Government Law Section	1
25 Attorneys, Municipal Finance Unit	1
26 Attorneys, Land Use Unit	2
27 Lead Attorney, Social Services Unit	3
28 Lead Attorney, Airport Unit	1
29 Lead Attorney, Port Unit	1
30 Lead Attorney, Public Utilities Unit	1

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Lead Attorney, Code Enforcement Unit	2
Chief, Bureau of Claims	3
Office Manager	4

Sec. 58.170. Civil Service Commission.

Disclosure Category 2. Persons in this category shall disclose all investments and business positions in business entities and income from any source which provides, or contracts with the City and County of San Francisco and its Civil Service Commission to provide, services, supplies, materials, machinery or equipment to the Civil Service Commission.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Civil Service Commissioner	2
General Manager, Personnel	1
Assistant Secretary, CSC	2
Assistant Division Manager, Salary Standardization and Employee Relations	2
Assistant Division Manager, Personnel	2
Affirmative Action Coordinator	2
Director of Training	2
Technical Services Administrator	2

Sec. 58.175 [Reserved]

Sec. 58.180. Controller.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Controller	All 1
Chief Assistant Controller	
Director, Systems & Data Processing	

1 Sec. 58.185. District Attorney.

2 Disclosure Category 2: Persons in this category shall disclose
3 all income from and investments in businesses that provide services
4 or that manufacture or sell supplies of the type used by the Office of
5 the District Attorney.

6 <u>Designated Positions</u>	<u>Disclosure Categories</u>
7 District Attorney	See Sec. 58.600
8 Chief Assistant District Attorney	1
9 (Chief Attorney II)	
10 Assistant Chief Attorney II	1
11 Assistant Chief Attorney I	1
12 Administrative Assistant	2
13 Consumer Fraud Attorneys and Investigators	1
14 Special Prosecution Attorneys and Investigators	1
15 Chief Investigator	1
16 Director, Family Support Bureau	2
17 Head of Felony Intake/Rebooking Section	1
18 Coordinator of Victim Services	2
19 Witness Services Specialist	2

20

21 Sec. 58.190. Economic Opportunity Council

22 Disclosure Category 2. Persons in this category shall disclose
23 all investments and business positions in business entities and income
24 from any source which provides, or contracts with the City and County
25 of San Francisco and its Economic Opportunity Council to provide,
26 services, supplies, materials, machinery or equipment to the Economic
27 Opportunity Council.

28 <u>Designated Positions</u>	<u>Disclosure Categories</u>
29 Executive Director	1
30 Chief Fiscal Officer	1

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<u>Designated Positions</u>	<u>Disclosure Categories</u>
Purchasing Component Head	2
Program Manager, Weatherization Program	2
Program Manager, Child Care Dev. Program	2

6 Sec. 58.195. Department of Electricity.

7 Disclosure Category 2. Persons in this category shall disclose
8 all investments and business positions in business entities and income
9 from any source which provides, or contracts with the City and County
10 of San Francisco and its Department of Electricity to provide,
11 services, supplies, materials, machinery or equipment to the
12 Department of Electricity.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
General Manager	1
Superintendent, Electrical Maintenance & Construction	2
Radio Engineer	2
Manager, Bureau of Telecommunications	2

20 Sec. 58.200. Emergency Services.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Director of Emergency Services	1

24 Sec. 58.205. Board of Examiners, Plumbing & Electrical.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Members, Board of Examiners	1

28 Sec. 58.210. [Reserved.]

30 Sec. 58.215. [Reserved.]

1 Sec. 58.220. [Reserved]

2

3 Sec. 58.225. Hazardous Materials Advisory Committee.

4 Disclosure Category 2. Persons in this category shall disclose
5 all interests in real property which has an existing, proposed or
6 abandoned storage facility of hazardous materials, as defined by
7 sections 1110 et seq. of the San Francisco Health Code, and all
8 business positions in business entities which are subject to the
9 regulatory, permit or licensing provisions of the Hazardous Materials
10 Permit and Disclosure Ordinance. An official occupies a "business
11 position" if he or she is a director, officer, partner, trustee,
12 employee or holds any position of management.

13 <u>Designated Positions</u>	<u>Disclosure Categories</u>
14 Member	2

15

16 Sec. 58.230. Health Service System.

17 <u>Designated Positions</u>	<u>Disclosure Categories</u>
18 Members, Health Service Board	1
19 Executive Director, Health Service System	1

20

21 Sec. 58.235. [Reserved]

22

23 Sec. 58.240. Human Rights Commission.

24 Disclosure Category 2. Persons in this position shall disclose
25 all investments and business positions in business entities, interests
26 in real property, and sources of income subject to the regulatory,
27 permit or licensing authority of the Human Rights Commission.

28 <u>Designated Positions</u>	<u>Disclosure Categories</u>
29 Members, Human Rights Commission	2
30 Executive Director	1

1 Sec. 58.245. Joint Powers Financing Authority.
 2 Disclosure Category 2: Persons in this category shall disclose
 3 all income, investments, and their status as a director, officer,
 4 partner, trustee, employee or holder of a management position, in any
 5 business entity engaged in investment banking.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
7 Member, Authority Board	2

10 Sec. 58.250. [Reserved]

12 Sec. 58.255. Law Library.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
14 Law Librarian - Secretary	All 1
15 Chief Assistant Law Librarian	

17 Sec. 58.260. Mayor's Office.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
19 Mayor	See Sec. 58.600
20 Deputy Mayor	All 1
21 Police Inspector	
22 State Legislative Representative	
23 Federal Legislative Representative	
24 Administrative Secretary to the Mayor	
25 Senior Administrative Analyst	
26 Executive Assistant to the Mayor	
27 Mayor's Program Manager	
28 Planner IV	
29 Special Assistant for Program Development	
30 Coordinator for Citizen Involvement	

	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Intergovernmental Affairs Coordinator	All 1
3	Deputy Director, Mayor's Criminal Justice Council	
4	Criminal Justice Specialist	
5	Criminal Justice Specialist II	
6	Program Monitor I	
7	Citizen Participation Rehabilitation Monitor	
8	Program Monitor Assistant	
9	Staff Assistant IV	
10	Community Development Assistant	
11	Community Development Specialist	
12	Senior Community Development Specialist I	
13	Senior Community Development Specialist II	
14	Senior Community Development Specialist	
15	Assistant to the Mayor I	
16	Assistant to the Mayor II	
17	Assistant to the Mayor III	
18	Assistant to the Mayor IV	
19	Assistant to the Mayor V	
20	Assistant to the Mayor VI	
21	Assistant to the Mayor VII	
22		
23	Sec. 58.265. <u>Medical Examiner.</u>	
24	<u>Disclosure Category 2.</u> Persons in this category shall disclose	
25	all investments and business positions in business entities and income	
26	from any source which provides, or contracts with the City and County	
27	of San Francisco and its Medical Examiner-Coroner to provide,	
28	services, supplies, materials, machinery or equipment to the Medical	
29	Examiner-Coroner.	
30	/ / /	

1	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Planning Commissioners	See Sec. 58.600
3	Director of Planning	1
4	Deputy Director of Planning	1
5	Assistant Director - Plans & Programs	1
6	Assistant Director - Implementation	1
7	Planner V - General	1
8	Planner V - Zoning	1
9	Environmental Review Officer	1
10	Administrative Secretary,	1
11	City Planning Commission	
12	Planner IV - General	1
13	Planner IV - Zoning	1
14	Planner IV - Environmental Review	1
15	Planner IV - Urban Systems Analyst	1
16	Planner III - Urban Design	2
17	Planner III - Transportation	2
18	Planner III - General	2
19	Planner III - Zoning	2
20	Planner III - Administration	2, 3
21	Planner III - Environmental Review	2
22	Planner II	2
23	Planner I	2
24	Transit Planner IV	1
25	Transit Planner III	2
26	Transit Planner II	2
27	Architectural Assistant II	2
28	/ / /	
29	/ / /	
30	/ / /	

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<u>Designated Positions</u>	<u>Disclosure Categories</u>
Architectural Assistant I	2
Consultants	1*

*With respect to consultants, the Director of Planning may determine in writing that a particular consultant is hired to perform a range of duties that are limited in scope and thus is not required to comply with the disclosure requirements described in this category. Such determination shall include a description of the consultants duties and, based upon that description, a statement of the extent of disclosure requirements. The Director of Planning shall forward a copy of this determination to the Board of Supervisors. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

Sec. 58.285. Police Department.

Disclosure Category 2. Persons in this category shall disclose all investments and business positions in business entities and income from any source which provides, or contracts with the City and County of San Francisco and its Police Department to provide, services, supplies, materials, machinery or equipment to the Police Department.

Disclosure Category 3. Persons in this category shall disclose all investments and business positions in business entities, interests in real property, and sources of income subject to the regulatory, permit or licensing authority of the Police Department.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Police Commissioners	1
Chief of Police	1
Deputy Chief of Police	1
Commanders of Police	1
Commanding Officers, District Stations	1
Commanding Officer, Planning Division	1
Commanding Officer, Vice Crimes	1
Commanding Officer, Property Control Division	1
Commanding Officer, Legal Division	1
Legal Officers	1

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Commanding Officer, Permits Section	3
Officer in Charge, Permit Section	3
Permit Hearing Officer	1
Chief Accounting Officer	2

Sec. 58.290. Port Commission. (Subject to Port Commission approval 4/12/89.)

Disclosure Category 2: Persons in this category shall disclose all investments in any business entity and income from any source which leases, rents or operates from property under the jurisdiction of the Port Commission, or which provides, or contracts with the City and County of San Francisco or the Port Commission to provide, services (including construction, repair and maintenance), equipment, materials, supplies, vehicles, or other items of use to the Port Commission, or which may foreseeably do so in the future, or which has done so within two years prior to any time period covered by a statement of economic interest, and his or her status as a director, officer, partner, trustee, employee, or holder of any management position in any such business entity.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Port Commissioners	1
Executive Director	1
Executive Assistant to the Port Director	1
Director, Property & Finance	1
Director, Maritime	1
Director, Engineering & Maintenance	1
Commercial Property Manager	2
Assistant Rental Manager	2
Property Development Manager	1

1	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Port Planning Manager	1
3	Chief Wharfinger	2
4	Wharfinger	2
5	Manager, Trade Development and Communications	2
6	Sales Manager	2
7	Manager of Marketing	1
8	Chief Harbor Engineer	1
9	Chief Building Inspector	2
10	Construction Inspector	2
11	Supervising Fiscal Officer	1
12	Superintendent, Harbor Maintenance & Repair	1
13	Ass't Superintendent Harbor Maintenance	2
14	Ass't Superintendent Harbor Maintenance, Electrical	2
15	Ass't Superintendent Harbor Maintenance,	
16	Piers & Wharves	2
17	Ass't Superintendent Harbor Maintenance, Construction	2
18	Consultant *	1
19		
20	*With respect to consultants, the Executive Director may	
21	determine in writing that a particular consultant is hired to perform	
22	a range of duties that are limited in scope and thus is not required	
23	to comply with the disclosure requirements described in this	
24	category. Such determination shall include a description of the	
25	consultants duties and, based upon that description, a statement of	
26	the extent of disclosure requirements. The Executive Director shall	
27	forward a copy of this determination to the Board of Supervisors.	
28	Nothing herein excuses any such consultant from any other provision of	
29	this Conflict of Interest Code.	
30		
	Sec. 58.295. [Reserved.]	
	/ / /	
	/ / /	
	/ / /	

	<u>Designated Positions</u>	<u>Disclosure Categories</u>
1		
2	Health Commissioner	1
3	Executive Assistant to the	2
4	Administrator, SFGH	
5	Executive Assistant to the	2
6	Director of Health	
7	Administrator, SFGH Medical Center	1
8	Director of Health	1
9	Departmental Personnel Officer	2
10	Senior Personnel Officer	2
11	Personnel Director	1
12	Chief Accountant	2
13	Patient Accounts Manager	2
14	Finance Director, DPH	1
15	Supervising Fiscal Officer	2
16	Chief Telephone Operator	2
17	MIS Manager	2
18	Senior Administrative Analyst	2
19	Principal Administrative Analyst	2
20	Senior Management Assistant	2
21	Materials & Supplies Supervisor	2
22	Materials Coordinator	2
23	Chief Medical Records Administrator	2
24	Director of Patient Financial	2
25	Services & Admissions	
26	Hospital Administrative Assistant	2
27	Hospital Assistant Administrator	1
28	Hospital Associate Administrator	1
29	Associate Administrator,	1
30	Medical Svcs. LHH	

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BOARD OF SUPERVISORS

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	<u>Designated Positions</u>	<u>Disclosure Categories</u>
1		
2	Administrator, LHH	1
3	Director, Dental Division	1
4	Physician Specialist	2
5	Senior Physician Specialist	2
6	Senior Physician Specialist	2
7	Supervising Physician Specialist	2
8	Radiologist/Chief of Medical Staff	1
9	Asst. Director of Clinical Svcs. I	2
10	Asst. Director of Clinical Svcs. II	2
11	Director of Clinical Services	1
12	Head Nurse	2
13	Assistant Director of Nursing	1
14	Director of Nurses, LHH	1
15	Supervising Radiologic Technologist I	2
16	Senior Pharmacist	2
17	Director of Pharmaceutical Services	2
18	Pharmacy Director, LHH	2
19	Director, Public Health Laboratories	2
20	Director of Activities, Therapy &	2
21	Volunteer Services	
22	Clinical Psychologist	2
23	Research Psychologist	2
24	Health Program Coordinator III	2
25	Administrative Chef	2
26	Director of Food Services	2
27	Senior Sewing Technician	2
28	Assistant General Services Manager	2
29	General Services Manager	2
30	Public Health Nursing Administrator	1

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BOARD OF SUPERVISORS

04/10/89

1	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Director, AIDS Program	1
3	Deputy Director for Business	1
4	& Operations	
5	Deputy Director for Mental Health	1
6	Programs	
7	Deputy Director, Public Health Programs	1
8	Hospital Eligibility Supervisor	2
9	Supervising Medical Social Worker	2
10	Chief, Medical Social Services	2
11	Conservatorship/Case Management	2
12	Supervisor	
13	Chief Psychiatric Social Worker	2
14	Environmental Health Inspector	3
15	Senior Environmental Health Inspector	3
16	Principal Environmental Inspector	3
17	Director, Bureau of Environmental	1
18	Health Services	
19	Asst. Director, Bureau of Environmental	1
20	Health Services	
21	Industrial Hygienist	2
22	Building & Grounds Maintenance	2
23	Superintendent	
24	Chief Stationary Engineer	2
25	Institutional Police Lieutenant	2
26	Staff Assistant VII (Sr. Indust. Hyg.)	2
27	Director, Mental Health Manager,	2
28	Information	
29	MIS Director	1
30	/ / /	

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BOARD OF SUPERVISORS

04/10/89

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Administrator, Health Information Services	2
Director, Patient Finance Services	2
MIA Program Director	2
AIDS Medical Director	1
Associate Director of Health of Health	1

Sec. 58.315. Public Library.

Disclosure Category 2: Persons in this category shall disclose all investments and business positions in business entities and income from any source which provides, or contracts with the City and County of San Francisco and its Public Library Department to provide services, supplies, materials, machinery or equipment to the Public Library Department.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Commissioners	1
City Librarian	1
Assistant City Librarian	2
Chiefs and Coordinators	2
Secretary to the Library Commission	2
Librarians, Order Dept.	2
Librarian, S.F. History Room	2
Librarian, Special Collections	2
Librarian, Periodical Processing	2

Sec. 58.320. Public Utilities Commission.

Disclosure Category 2: Persons in this category shall disclose all sources of income, investments and his or her status as a

1 director, officer, partner, trustee, employee, or holder of a
2 management position in any business entity.

3 Disclosure Category 3: Persons in this category shall disclose
4 all investments in any business entity and any income from a source
5 which, within the previous two years, did or in the future foreseeably
6 might, lease, rent, or operate from the property of the Municipal
7 Railway or provide or contract with the Municipal Railway to provide
8 service (including construction, repair, and maintenance), equipment,
9 materials, supplies, vehicles, or other items of use to the Municipal
10 Railway, and his or her status as a director, officer, partner,
11 trustee, employee, or holder of a management position in any such
12 business entity.

13 Disclosure Category 3A: Persons in this category shall disclose
14 all investments in any business entity and any income from a source
15 which, within the previous two years, did or in the future foreseeably
16 might, lease, rent, or operate from the property of the San Francisco
17 Water Department or provide or contract with the San Francisco Water
18 Department to provide service (including construction, repair, and
19 maintenance), equipment, materials, supplies, vehicles, or other items
20 of use to the San Francisco Water Department, and his or her status as
21 a director, officer, partner, trustee, employee, or holder of a
22 management position in any such business entity.

23 Disclosure Category 3B: Persons in this category shall disclose
24 all investments in any business entity and any income from a source
25 which, within the previous two years, did or in the future foreseeably
26 might, lease, rent, or operate from the property of Hetch Hetchy or
27 provide or contract with Hetch Hetchy to provide service (including
28 construction, repair, and maintenance), equipment, materials, supplies
29 vehicles, or other items of use to Hetch Hetchy, and his or her status
30 as a director, officer, partner, trustee, employee, or holder of a

1 management position in any such business entity.

2 Designated Positions

Disclosure Categories

3 Public Utilities Commission & General Manager

4 Member, Public Utilities Commission All 1

5 General Manager of Public Utilities

6 Administrative Secretary, Public

7 Utilities Commission

8 Director, Planning & Development

9 (Contract)

10 Safety Officer

11 Designated Positions

Disclosure Categories

12 Municipal Railway Department

13 General Manager, Municipal Railway 1

14 Deputy General Manager, Engineering 1

15 & Administration

16 Supervising Fiscal Officer 1

17 Management Aide 1

18 Senior Administrative Analyst 1

19 Senior Management Assistant 1

20 Director of Information 1

21 Transit Manager II 1

22 Transit Manager III 1

23 System Safety Inspector 1

24 Planning Director 1

25 Deputy General Manager, Operations 1

26 Automotive Maintenance Manager 1

27 Administrative Service Manager 1

28 Materials Coordinator 2

29 Elect. Transit Equipment, Supervisor 2

30 Auto. Transit Shop, Supervisor I 2

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1	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Transit Equipment Engineer	2
3	LRV Equipment Engineer	2
4	Deputy General Manager, Maintenance	1
5	Senior Management Assistant	1
6	Janitorial Service Supervisor	2
7	Senior Civil Engineer	1
8	Senior Electrical Engineer	1
9	Senior Mechanical Engineer	1
10	Superintendent, Buildings & Grounds	1
11	Acting Cable Machinery Supervisor	1
12	General Superintendent, Ways	1
13	& Structures	
14	Chief Stationary Engineer	2
15	Estimator & Scheduler	2
16	Electronic Maintenance Technician	2
17	Signal & Electrical, Supervisor	2
18	Signal & Systems Engineer	2
19	Staff Assistant VII, Special Projects	1
20	<u>Water Department</u>	
21	Water Department, General Manager	1
22	& Chief Engineer	
23	Deputy General Manager, Operations	1
24	& Maintenance	
25	Commercial Division Assistant Manager	1
26	Commercial Division Manager	1
27	Water Conservation Administrator	1
28	Rate Administrator	1
29	Supervisor of Laboratories, Water	1
30	Quality Control	

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1	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Watershed Resources Manager	1
3	Superintendent of Water Treatment	1
4	Facilities	
5	Assistant Division Manager, Peninsula	1
6	Division	
7	Division Manager, Suburban Operations	1
8	City Distribution Division, Assistant	1
9	Manager	
10	Water Quality Division, Assistant	1
11	Manager	
12	Water Quality Division Manager	1
13	Senior Civil Engineer	1
14	Building & Grounds Maintenance	3A
15	Water Construction & Maintenance	3A
16	Superintendent	
17	Water Shops & Equipment Superintendent	3A
18	<u>Hetch Hetchy</u>	
19	General Manager, Hetch Hetchy	1
20	Superintendent, Operation, Hetchy	1
21	Deputy General Manager, Hetchy	1
22	Civil Engineer	1
23	Senior Electrical Engineer	1
24	Maintenance & Repair Superintendent	2
25	Elect. Operation & Maintenance	2
26	Superintendent	
27	Mechanical Shops & Equipment	2
28	Superintendent	
29	General Superintendent	1
30	Transit Line Supervisor II	2

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1	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Powerhouse Elect. Supervisor II	2
3	Maintenance Engineering Manager	1
4	Mechanical Engineer	1
5	Electrical Engineer	1
6	<u>Bureau of Light, Heat & Power</u>	
7	Administrative Engineer	1
8	<u>Bureau of Finance</u>	
9	Deputy General Manager, PUC Finance	All 1
10	Director, Resource Development &	
11	Implementation	
12	Head Grant Administrator	
13	Chief Grant Administrator	
14	Deputy Director, Capital Resources	
15	Development	
16	Chief Accountant	
17	Supervising Fiscal Officer	
18	Principal Administrative Analyst	
19	Manager, Bureau of Performance	
20	Monitoring	
21	Senior Administrative Analyst	
22	<u>Bureau of Engineering</u>	
23	Manager, Utilities Engineering Bureau	All 1
24	Division Manager, Construction	
25	Engineering	
26	Division Manager, Project Services	
27	Division Manager, Project Management	
28	<u>Bureau of Personnel</u>	
29	Manager, Bureau of Personnel & Training	All 1
30	4330g	

1	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Senior Departmental Personnel Officer	All 1
3	Departmental Personnel Officer	
4	<u>Bureau Claims & Contracts</u>	
5	Manager, Bureau Claims & Contracts	All 1
6	Contract Compliance Officer II	
7	Contract Compliance Officer I	
8	Land Use Aide	
9	Agricultural Division Land Agent	
10	Assistant General Claims Agent	
11	<u>Administration</u>	
12	Chief, Protective Services &	All 1
13	Investigation Bureau	
14	Investigator, PUC	
15	<u>Bureau of Energy Conservation</u>	
16	Director, Bureau of Energy Conservation	All 1
17	Staff Assistant IV	
18	<u>Bureau of Management Information Services</u>	
19	Manager, Bureau of Management Information	1
20	Services	
21		
22	Sec. 58.325. <u>Public Works Department.</u>	
23	<u>Designated Positions</u>	<u>Disclosure Categories</u>
24	<u>General Office</u>	
25	Director of Public Works	All 1
26	Asst. to Director of Public Works	
27	Deputy Director of Public Works	
28	& Engineering	
29	Deputy Director of Public Works	
30	& Operations	

1	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Executive Director, Clean Water Program	1
3	<u>Office of Financial Management and Administration</u>	
4	Deputy Director for Financial Management	All 1
5	& Administration	
6	Financial Manager	
7	<u>Bureau of Architecture</u>	
8	City Architect	All 1
9	Asst. City Architect	
10	<u>Bureau of Building Inspection</u>	
11	Superintendent of Bureau of Building Inspection	All 1
12	& Property Conservation	
13	Deputy Superintendent of Bureau of	
14	Building Inspection	
15	Asst. Superintendent of Bureau of	
16	Building Inspection Administration	
17	Asst. Super of BBT, Property Conservation Building Code Analyst	
18	Property Rehabilitation Manager	
19	Sr. Civil Engineer	
20	Building Plans Engineer	
21	Mechanical Engineer	
22	Structural Engineer	
23	Civil Engineer	
24	Associate Civil Engineer	
25	Asst. Civil Engineer	
26	Chief Building Inspector	
27	Sr. Building Inspector	
28	Building Inspector	
29	Chief Electrical Inspector	
30	Sr. Electrical Inspector	
	<i>Electrical Inspector</i>	
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1	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Line Inspector	All 1
3	Chief Plumbing Inspector	
4	Plumbing Inspector	
5	Sr. Boiler Inspector	
6	Boiler Inspector	
7	Chief Housing Inspector	
8	Sr. Housing Inspector	
9	Housing Inspector	
10	Management Assistant (Permit Expediter)	
11	Abatement Appeals Board Member	
12	Board of Examiner Member	
13	<u>Bureau of Building Repair</u>	
14	Public Building Maintenance &	All 1
15	Repair Asst. Supt.	
16	Public Building - Maintenance &	
17	Repair Superintendent	
18	<u>Clean Water Program</u>	
19	Deputy Executive Director, Clean	All 1
20	Water Program	
21	<u>Bureau of Engineering</u>	
22	Chief of Engineering	All 1
23	Principal Civil Engineer	
24	Claims Adjuster	
25	<u>Bureau of Water Pollution Control</u>	
26	Manager, Bureau of Water Pollution	All 1
27	Control	
28	Associate Manager, Bureau of Water	
29	Pollution Control	
30	/ / /	

<u>Designated Positions</u>	<u>Disclosure Categories</u>
1 Deputy Manager, Bureau of Water	
2 Pollution Control	All 1
3 Principal Engineer	
4 Supervisor of Lab, Water	
5 Quality Control	
6 <u>Bureau of Street Cleaning and Urban Forestry</u>	
7 Street Cleaning & Planting Superintendent	All 1
8 Street Cleaning & Planting Asst. Superintendent	
9 <u>Bureau of Street and Sewer Repair</u>	
10 Superintendent of Street & Sewer Repair	All 1
11 Asst. Superintendent of Street &	
12 Sewer Repair	
13 <u>Bureau of Traffic Engineering & Operations</u>	
14 Principal Traffic Engineer	All 1
15 Sr. Traffic Engineer	
16 Supervisor, Traffic & Street Signs	
17 Machine Shops & Parking Meter	
18 Superintendent	
19 Electrician Supervisor II	
20	
21	
22 Sec. 58.330. <u>Purchasing Department.</u>	
23 <u>Disclosure Category 2.</u> Persons in this category shall disclose	
24 all interests in real property.	
25 <u>Disclosure Category 3.</u> Persons in this category shall disclose	
26 all investments and business positions in business entities and income	
27 from any source which provides, or contracts with the City and County	
28 of San Francisco and its Purchasing Department to provide commodities	
29 or services to the City and County of San Francisco, or has provided	
30 commodities or services to the City and County of San Francisco within	

1 the last two years.

2 Disclosure Category 4. Persons in this category shall disclose
3 all investments and business positions in business entities and income
4 from any source which provides, or contracts with the City and County
5 of San Francisco to provide, or has provided within the last two
6 years, commodities or services to either the Division of the
7 Purchasing Department to which the person is assigned, or the
8 Department (other than the Purchasing Department) to which the person
9 is assigned.

10	<u>Designated Positions</u>	<u>Disclosure Categories</u>
11	Director of Purchasing	1
12	Assistant Director	2, 3
13	Supervising Purchaser	3
14	Senior Purchaser	3
15	Purchaser	3
16	Purchaser-Printing	3
17	Reproduction Manager	4
18	Stores and Equipment Supervisor	3
19	Asst. Stores and Equipment Supervisor	3
20	City Shops General Superintendent	4
21	City Shops Assistant Superintendent	4
22	Senior Storekeeper	4
23	Supervising Parts Storekeeper	4
24	Principal Parts Storekeeper	4
25	Senior Parts Storekeeper	4
26	Parts Storekeeper	4
27	/ / /	
28	/ / /	
29	/ / /	
30	/ / /	

1 Sec. 58.335. Real Estate Department.

2 <u>Designated Positions</u>	<u>Disclosure Categories</u>
3 Director of Property	All 1
4 Assistant Director of Property	
5 Principal Real Property Officer	
6 Senior Real Property Officer	
7 Real Property Officer	
8 Real Property Loan Officer	
9 Head Accountant	

10

11 Sec. 58.340. Recorder.

12 <u>Designated Positions</u>	<u>Disclosure Category</u>
13 Recorder	1
14 Chief Deputy	1

15

16 Sec. 58.345. Recreation and Park Department.

17 Disclosure Category 2. Persons in this category shall disclose
18 all investments and income from any source which leases, rents or
19 operates from property under the jurisdiction of the Recreation and
20 Park Commission, or which provides, or contracts with the City and
21 County of San Francisco or the Recreation and Park Commission to
22 provide, services (including construction, repair and maintenance),
23 equipment, materials, supplies, vehicles, or other items of use to the
24 Recreation and Park Commission or the Recreation and Park Department,
25 or which may foreseeably do so in the future, or which has done so
26 within two years prior to any time period covered by a statement of
27 economic interest, and his or her status as a director, officer,
28 partner, trustee, employee, or holder of any management position in
29 any such business entity.

30 / / /

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BOARD OF SUPERVISORS

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<u>Designated Positions</u>	<u>Disclosure Categories</u>
1 Recreation and Park Commissioners	1
2 General Manager	1
3 Assistant General Manager for Administration	1
4 Executive Secretary to General Manager	2
5 Finance Director	1
6 Recreation Superintendent	1
7 Parks Superintendent	1
8 Arboretum Director	2
9 Golf Director	2
10 Zoo Director	1
11 Property Manager	2
12 Director of Personnel & Staff Development	2
13 Assistant Superintendent of Parks/Structural	2
14 Maintenance	
15 Marina Manager	2
16 Stadium Manager	2

18

19 Sec. 58.350. Redevelopment Agency.

20 Disclosure Category 2: Persons in this category shall disclose

21 all sources of income, investments, and all business positions in

22 which the designated employee is a director, officer, partner,

23 trustee, employee, or holds any position of management.

24 Disclosure Category 3: Persons in this category shall disclose

25 all income from and investments in businesses that manufacture or sell

26 supplies of the type utilized by the Agency.

27 Disclosure Category 4: Persons in this category shall disclose

28 all investments in and income from all banks, savings and loan

29 associations, insurance companies, investment companies, stockbrokers,

30 title companies, financial consultants, data processing firms or

1 consultants, but shall not include personal checking or savings
2 accounts or certificates of deposit.

3 Disclosure Category 5: Unless the Executive Director determines
4 in writing that more limited disclosure is permissible, Consultants
5 shall disclose all sources of income, interests in real property and
6 investments.

7	<u>Designated Positions *</u>	<u>Disclosure Categories</u>
8	Administrative Services Officer	2
9	Affirmative Action Officer	2
10	Affirmative Action Specialist	2
11	Agency General Counsel	1
12	Architect	1
13	Assistant Agency Counsel	1
14	Assistant Community Development Specialist	1
15	Assistant Director, Community Services	1
16	Assistant Harbormaster	2
17	Assistant Supervisor, Residents & Business Services	1
18	Associate Civil Engineer	1
19	Attorney I	1
20	Attorney II	1
21	Chief, Architecture	1
22	Chief, Development and Real Estate	1
23	Chief, Engineering and Rehabilitation	1
24	Chief, Planning and Programming	1
25	Civil Engineer (Project Engineers)	1
26	Commissioners	1
27	Community Development Specialist	1
28	Construction Inspector	1
29	Consultants	5**
30	Controller	1

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	<u>Designated Positions</u>	<u>Disclosure Categories</u>
1		
2	Data Processing Manager	3, 4
3	Deputy Executive Director	
4	Community Services and Administration	1
5	Deputy Executive Director, Finance	1
6	Deputy Project Director	1
7	Development Coordinator	1
8	Development Specialist	1
9	Director, Community Information	1
10	Executive Director	1
11	Financial Analyst	1
12	Financial Systems Accountant	4
13	Harbormaster	2
14	Housing Management Specialist	1
15	Housing Management Supervisor	1
16	Landscape Architect/	
17	Architectural Contracts Administrator	1
18	Personnel Analyst	2
19	Project Director	1
20	Real Estate Specialist	1
21	Realty Agent	1
22	Records and Micrographics Manager	2
23	Rehabilitation Counselor	1
24	Residents and Business Services Supervisor	1
25	Senior Architect	1
26	Senior Attorney	1
27	Senior Civil Engineer	1
28	Senior Deputy Executive Director	1
29	Senior Development Specialist	1
30	Senior Planner	1

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1	<u>Designated Positions</u>	<u>Disclosure Categories</u>
2	Senior Realty Agent	1

3 * The titles of Designated Positions are approved
4 classification titles. Occasionally titles are changed or working
5 titles are assigned. In such cases, the Redevelopment Agency is
6 authorized to amend its code by substituting the new title for the
7 old, provided that the disclosure categories remain the same.

8 ** With respect to Consultants, the Executive Director may
9 determine in writing that a particular consultant is hired to perform
10 a range of duties that is limited in scope and thus is not required to
11 comply with the disclosure requirements described in this section.
12 Such determination shall include a description of the consultant's
13 duties and, based upon that description, a statement of the extent of
14 the disclosure requirements. The Executive Director shall forward a
15 copy of this determination to the Clerk of the Board of Supervisors.
16 Nothing herein excuses any consultant from any other provision of this
17 Conflict of Interest Code.

18 Sec. 58.355. Registrar of Voters.

19 Disclosure Category 2. Persons in this category shall disclose
20 all interests in real property, and all investments and business
21 positions in business entities and income from any source which
22 manufactures or sells supplies, materials, machinery or equipment of
23 the type used by the Registrar's office.

18	<u>Designated Positions</u>	<u>Disclosure Categories</u>
19	Registrar of Voters	1

20 Sec. 58.360. [Reserved.]

21 Sec. 58.365. Residential Rent Stabilization and Arbitration
22 Board.

23 Disclosure Category 2. Persons in this category shall disclose
24 all interests in real property which has an existing, proposed or
25 abandoned storage facility of hazardous materials, as defined by
26 sections 1110 et seq. of the San Francisco Health Code, and all
27 business positions in business entities which are subject to the
28 regulatory, permit or licensing provisions of the Hazardous Materials
29 Code.

1 Permit and Disclosure Ordinance. An official occupies a "business
2 position" if he or she is a director, officer, partner, trustee,
3 employee or holds any position of management.

4 <u>Designated Positions</u>	<u>Disclosure Categories</u>
5 Board Members	All 2
6 Executive Director	

8 Sec. 58.370. Retirement System.

9 <u>Designated Positions</u>	<u>Disclosure Categories</u>
10 Member, Retirement Board	All 1
11 Secretary, General Manager	
12 Actuary	
13 Deputy General Manager	
14 Division Manager, Workers' Compensation	
15 Chief Investment Officer	
16 Chief Accountant	
17 Assistant Chief of Investments	
18 Executive Assistant to the General Manager	
19 Administrator, Retirement Services	
20 Security Analyst	
21 Claims Supervisor II, Workers' Compensation	

23 Sec. 58.375. [Reserved.]

25 Sec. 58.380. [Reserved.]

27 Sec. 58.385. Social Services Commission.

28 Disclosure Category 2: Persons in this category shall disclose
29 all investments and business positions in business entities and income
30 from any source which provides, or contracts with the City and County

1 of San Francisco and its Department of Social Services to provide,
2 services, supplies, materials, machinery or equipment to the Social
3 Services Department.

4 Disclosure Category 3: Persons in this category shall disclose
5 all investments and business positions in business entities and income
6 from any source which owns or operates any board and care home, foster
7 institution for children or home health agency in the jurisdiction.

8 Disclosure Category 4: Persons in this category shall disclose
9 all investments and business positions in business entities and income
10 from any source which is engaged in the sale of products or services
11 related to data processing.

12 <u>Designated Positions</u>	<u>Disclosure Categories</u>
13 Members, Social Services Commission	1
14 General Manager	1
15 Assistant to General Manager	1
16 Assistant General Manager	1
17 Director, Administrative Services	1
18 Director Fiscal Operations	1
19 Supervising Fiscal Officer	1
20 Assistant Director, Contracts	2
21 Assistant Director, Family & Children's Services	3
22 Assistant Director, Adult Services	3
23 Supervisor, Support Services	2
24 Supervisor, Systems Development	4
25 Homeless Coordinator	1
26 Materials & Supplies Supervisor	2
27 GAIN Coordinator	2

28
29 Sec. 58.390. [Reserved.]

30 / / /

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1 Sec. 58.395. [Reserved.]

2

3 Sec. 58.400. [Reserved.]

4

5 Sec. 58.405. War Memorial and Performing Arts Center.

6 Disclosure Category 2. Persons in this category shall disclose
7 all investments in, income from, or any management or business
8 position in connection with real estate uses for the performing arts
9 in San Francisco, with entities which book the performing arts or
10 individual performers, with architectural and constructions firms or
11 consultants, food, beverage, catering, program, souvenir, or ticketing
12 concession firms, and building maintenance and theatrical equipment
13 and supply firms or consultants.

14 Disclosure Category 3. Persons in this category shall disclose
15 all investments in, income from, or business positions in, building
16 maintenance and theatrical equipment and supply firms or consultants.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
18 Trustees	2
19 Managing Director	2
20 Asst. Managing Director/Executive Secretary	2
21 Building and Grounds Superintendents	3
22 Janitorial Services Supervisor	3

23

24 Sec. 58.500. Court Positions.

25 The following agencies are not included in this ordinance
26 because, under the Political Reform Act, the Board of Supervisors does
27 not act as the code reviewing body for these agencies:

- 28 Superior Court
- 29 Municipal Court
- 30 Juvenile Court

1 Juvenile Justice Commission

2 Adult Probation

3 Juvenile Probation

4
5 Sec. 58.599. [Reserved.]

6
7 Sec. 58.600. Positions Designated by State -- Filing Official.

8 Members of the board of supervisors, district attorney, chief
9 administrative officer, mayor, city attorney and candidates for any of
10 these offices at any election, and any other officer or candidate for
11 office who may be subject to the provisions of Government Code §87200,
12 shall file one original of all statements of economic interests with
13 the Registrar of Voters, the filing official, who shall make and
14 retain a copy and forward the original to the California Fair
15 Political Practices Commission which shall be the filing officer.
16 Members of the planning commission shall file one original of all
17 statements of economic interests with the Planning Commission
18 Secretary, the filing official, who shall make and retain a copy and
19 forward the original to the California Fair Political Practices
20 Commission which shall be the filing officer.

21
22
23
24
25 APPROVED AS TO FORM:

26 LOUISE H. RENNE, City Attorney

27
28 By: _____
29 Deputy City Attorney

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4330g

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BOARD OF SUPERVISORS