

FILE NO. 041570

ORDINANCE NO. 99-05

1 [Conflict of Interest Code Amendments.]

2

3 **Ordinance amending Chapter 1 of Article III of the Campaign and Governmental**

4 **Conduct Code by amending sections 3.1-109, 3.1-110, 3.1-120, 3.1-140, 3.1-145, 3.1-150,**

5 **3.1-155, 3.1-170, 3.1-175, 3.1-195, 3.1-205, 3.1-218, 3.1-230, 3.1-245, 3.1-265, 3.1-270, 3.1-**

6 **275, 3.1-280, 3.1-285, 3.1-310, 3.1-315, 3.1-325, 3.1-335, 3.1-340, 3.1-345, 3.1-350, 3.1-365,**

7 **3.1-375, 3.1-390, 3.1-395, 3.1-410, 3.1-420, 3.1-430, 3.1-435, and 3.1-440; deleting**

8 **sections 3.1-255 and 3.1-268; and adding sections 3.1-163, 3.1-207, 3.1-222 and 3.1-267**

9 **to update the list of designated employees who must file financial disclosure**

10 **statements and to modify the applicable disclosure categories.**

11 Note: Additions are *single-underline italics Times New Roman*;

12 deletions are *strikethrough italics Times New Roman*.

13 Board amendment additions are double underlined.

14 Board amendment deletions are ~~strikethrough normal~~.

14 Be it ordained by the People of the City and County of San Francisco:

15 Section 1. The San Francisco Campaign and Governmental Conduct Code is hereby

16 amended by amending Section 3.1-109, 3.1-110, 3.1-120, 3.1-140, 3.1-145, 3.1-150, 3.1-155,

17 3.1-170, 3.1-175, 3.1-195, 3.1-205, 3.1-218, 3.1-230, 3.1-245, 3.1-265, 3.1-270, 3.1-275, 3.1-

18 280, 3.1-285, 3.1-310, 3.1-315, 3.1-325, 3.1-335, 3.1-340, 3.1-345, 3.1-350, 3.1-365, 3.1-375,

19 3.1-390, 3.1-395, 3.1-410, 3.1-420, 3.1-430, 3.1-435, and 3.1-440 to read as follows:

21 **SEC. 3.1-109. ADMINISTRATIVE SERVICES, DEPARTMENT OF.**

22 (a) **Disclosure Category 2.** Persons in this category shall disclose all interests in

23 real property.

24 (b) **Disclosure Category 3.** Persons in this category shall disclose all investments

25 and business positions in business entities, interests in real property, and income from any

Supervisor Daly
BOARD OF SUPERVISORS

1 source that is subject to the regulatory, permit or licensing authority of the Department of
2 Administrative Services.

3 (c) **Disclosure Category 4.** Persons in this category shall disclose all investments
4 and business positions in business entities and income from any source which provides, or
5 contracts with the City and County of San Francisco and its Purchasing Department to provide
6 commodities or services to the City and County of San Francisco, or has provided
7 commodities or services to the City and County of San Francisco within the last two years.

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

14
15 **Designated Positions** **Disclosure Categories**

16 ~~Director of Administrative Services~~

17 Main Office

18 Director, Administrative Services 1

19 Deputy Director, Administrative Services 1

20 ~~Assistant to Director~~ ~~1~~

21 ~~Project Manager~~ ~~1~~

22 Director of Information Technology 1

23 ~~City Architect~~ ~~1~~

24 ~~Deputy City Architect~~ ~~1~~

25 Risk Manager 1

1	Deputy Risk Manager	1
2	<i>County Clerk</i>	<i>1</i>
3	<i>Director, County Clerk's Office</i>	<i>1</i>
4	<i>Director, Disability Office</i>	<i>1</i>
5	<i>Deputy Director, Disability Office</i>	<i>1</i>
6	<i>Assistant Director, Disability Office</i>	<i>1</i>
7	<i>Director of Property</i>	<i>1</i>
8	<i>Assistant Director of Property</i>	<i>1</i>
9	<i>Principal Real Property Officer</i>	<i>1</i>
10	<i>Senior Real Property Officer</i>	<i>1</i>
11	<i>Real Property Officer</i>	<i>1</i>
12	<i>Head Accountant</i>	<i>1</i>
13	<i>Reproduction Manager</i>	<i>5</i>
14	<i>Assistant Reproduction Manager</i>	<i>5</i>
15	<i>Manager, Fleet Services</i>	<i>5</i>
16	<i>Assistant Manager, Fleet Services</i>	<i>5</i>
17	<i>Supervising Parts, Storekeeper</i>	<i>5</i>
18	<i>Principal Parts Storekeeper</i>	<i>5</i>
19	<i>Senior Party Storekeeper</i>	<i>5</i>
20	<i>Parts Storekeeper</i>	<i>5</i>

21

22 **Animal Control Department**

23	Executive Director	1
24	Deputy Director	1

25

1	<u>Central Shops</u>	
2	<u>Supervising Parts Storekeeper</u>	5
3	<u>Principal Parts Storekeeper</u>	5
4	<u>Senior Parts Storekeeper</u>	5
5	<u>Parts Storekeeper</u>	5
6	<u>Auto Serviceworker</u>	5
7	<u>Materials Coordinator</u>	5
8	<u>Mechanic Supervisor</u>	5
9	<u>Automotive Machinist Supervisor</u>	5
10	<u>Maintenance Machinist Supervisor</u>	5
11	<u>Manager, Fleet Services</u>	5
12	<u>Assistant Manager, Fleet Services</u>	5
13		
14	Convention Facilities	
15	Director	3
16	Deputy Director	3
17	City Hall Building Manager	1
18	<u>City Hall Chief Engineer</u>	5
19	<u>City Hall Custodial Services Manager</u>	5
20	<u>Senior Event Manager</u>	5
21	<u>Event Manager</u>	5
22		
23	<u>County Clerk</u>	
24	<u>County Clerk</u>	1
25	<u>Director</u>	1

1		
2	<u>Grants for the Arts</u>	
3	<u>Director</u>	1
4	<u>Assistant Director</u>	1
5		
6	<u>Mayor's Office on Disability</u>	
7	<u>Director</u>	1
8	<u>Deputy Director</u>	1
9	<u>Assistant Director</u>	1
10		
11	Medical Examiner	
12	Chief Medical Examiner	1
13	Administrator	1
14		
15	Office of Contract Administration	
16	Director of Purchasing	1
17	Assistant Director	2, 4
18	Supervising Purchaser	4
19	Senior Purchaser	4
20	Purchaser	4
21	Assistant Purchaser	4
22	<u>MCO/Health Manager</u>	3
23	<u>Labor Standards Manager</u>	3
24	Contract Compliance Officer	4
25	<u>Senior Storekeeper</u>	5

1 Storekeeper 5

2

3 **Real Estate Department**

4 Director of Property 1

5 Assistant Director of Property 1

6 Principal Real Property Officer 1

7 Senior Real Property Officer 1

8 Real Property Officer 1

9 Farmers Market Manager 1

10 Head Accountant 1

11

12 **Reproduction and Mail Services**

13 Reproduction Manager 5

14 Assistant Reproduction Manager 5

15 City Planning Graphics Supervisor 5

16

17 **SEC. 3.1-110. AGING AND ADULT SERVICES, DEPARTMENT OF.**

18

19 **Designated Positions**

Disclosure Categories

20 Executive Director

All 1

21 Member, Commission on Aging and Adult Services

22 Public Guardian/Public Conservator

23 Public Administrator

24 Assistant Public Administrator

25 Public Administrator/Public Guardian Attorneys

- 1 Director, Office on the Aging
- 2 Director, Adult Protective Services Division
- 3 ~~Deputy Director of Finance and Administration~~
- 4 Deputy Director of Programs

5

6 **SEC. 3.1-120. AIRPORTS COMMISSION.**

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

11 (b) **Disclosure Category 3.** Persons in this category shall disclose all investments
 12 and business positions in business entities, interests in real property, and income from any
 13 source subject to the regulatory, permit or licensing authority of the Airports Commission.

14

15 Designated Positions	16 Disclosure Categories
17 Airport Commissioners	1
18 Airport Director	1
19 Airport Deputy Directors	1
20 Assistant Deputy Directors	1
21 Assistant Director, SF Airport Museums	2, 3
22 Assistant Director, SF Airport Museums Programs	2, 3
23 Assistant Director, Exhibitions	2, 3
24 Associate Deputy Directors	1
25 Audit Manager	2, 3
Building Inspector	2, 3

1	Chief Financial Officer	1
2	Chief Information Officer	1
3	Chief Operating Officer	1
4	Chief of Staff	1
5	Commission Secretary	1
6	Construction Inspector	2, 3
7	Consultant*	1
8	Coordinator, Operations	2, 3
9	Curator IV	2, 3
10	Curator V	2, 3
11	Director, Airfield Development	1
12	Director, Bureau of Community Affairs	1
13	Director, International Aviation Development	1
14	Director, International Services	1
15	Director, S.F. Airport Museums/Chief Curator	1
16	Economic Planners	2, 3
17	Electrical Inspector	2, 3
18	Environmental Planner III	2, 3
19	Finance Director	1
20	Financial Manager	1
21	Insurance Managers	2, 3
22	IS Director	1
23	IS Manager	1
24	IS Project Director	1
25	IS Business Analyst—Principal	2, 3

1	Librarian II	2, 3
2	<i>Mail & Reprographics Supervisor</i>	<u>2,3</u>
3	Manager I	2, 3
4	Manager II (except Duty Managers)	2, 3
5	Manager III	2, 3
6	Manager IV	2, 3
7	Manager V	2, 3
8	Manager VI	1
9	Manager VII	1
10	Manager VIII	1
11	Manager, Customer Service	2, 3
12	Manager, Employment Community Partnership	2, 3
13	Manager, Health and Safety	2, 3
14	<i>Manager, Prevailing Wage</i>	<u>2, 3</u>
15	Manager, Scheduling and Control	2, 3
16	Mechanical Inspector	2, 3
17	Mechanical Maintenance Supervisor	2, 3
18	Parking Managers	2, 3
19	Planner III	2, 3
20	Planner IV	2, 3
21	Planner V	1
22	Plumbing Inspectors	2, 3
23	Principal Architects	2, 3
24	Principal Engineer	2, 3
25	Project Managers I	2, 3

1	Project Managers II	2, 3
2	Project Managers III	2, 3
3	Project Managers IV	1
4	Property Specialist I	2, 3
5	Property Specialist II	2, 3
6	Property Specialist III	2, 3
7	Senior Architects	2, 3
8	Senior Departmental Personnel Officers	2, 3
9	Senior Engineer	2, 3
10	Senior Museum Registrar	2, 3
11	Senior Traffic Engineer, Landside Operations	2, 3
12	Superintendent	2, 3
13	Supervising Fiscal Officers	2, 3

14

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

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1 **SEC. 3.1-140. ART COMMISSION.**

2 (a) **Disclosure Category 2.** Persons in this disclosure category shall disclose all
3 investments and business positions in any business entity, and income from any source,
4 which does business with the Art Commission, or has done business with the Art Commission
5 within the two years prior to the date any disclosure statement must be filed, or which may
6 foreseeably do business with the Art Commission in the future.

7 (b) **Disclosure Category 3.** Persons in this disclosure category shall disclose all
8 investments and business positions in any business entity, and income from any source,
9 which is subject to the regulatory, permit or licensing authority of the Art Commission.

10

11 Designated Positions	Disclosure Categories
12 Commissioners	2
13 Director of Cultural Affairs	1
14 Deputy Director	1
15 Management Assistants	2
16 Curator _s	2
17 Street Artist Director	2
18 Street Artist Advisory Committee	3
19 Neighborhood Arts Program Director	2
20 Arts Education Officer	2
21 Personnel Officer	2
22 Cultural Facilities Manager	2
23 Project Manager, Writers Corps	2
24 Cultural Equity Grants Manager	2

25

1 **SEC. 3.1-145. ASSESSOR-RECORDER.**

2
3 **Designated Positions**

Disclosure Categories

4 Assessor-Recorder

All 1

5 *Chief Deputy*

6 Deputy Director

7 Deputy Director I

8 Deputy Director II

9 Deputy Director III

10 *Chief Deputy (Records)*

11 Chief Real Property

12 *Chief Personal Property*

13 *Chief Assessment Standards*

14 *Chief Technical Services*

15 *Project Director (MIS)*

16 *Manager V*

17 Manager I

18 Manager II

19 Principal Real Property Appraiser

20 Senior Real Property Appraiser

21 Real Property Appraiser

22 Real Property Appraiser Trainee

23 Principal Property Auditor

24 Senior Personal Property Auditor

25 Personal Property Auditor

BOARD OF SUPERVISORS

- 1 Administrator III
- 2 Civil Engineering Associate
- 3 Principal Administrative Analyst
- 4 Senior Administrative Analyst
- 5 Senior Business Analyst
- 6 Management Assistant
- 7 Confidential Secretary to the Assessor-Recorder

8

9 **SEC. 3.1-150. BOARD OF SUPERVISORS.**

10 (a) **Disclosure Category 2.** Persons in this category shall disclose all investments
 11 and business positions held in business entities, and income from any business entity,
 12 engaged in the development, manufacture, distribution, sale or lease of computer hardware or
 13 software.

14 (b) **Disclosure Category 3.** Persons in this category shall disclose all interests in
 15 real property.

16

17 Designated Positions	17 Disclosure Categories
18 Member, Board of Supervisors	See Sec. 3.1-500
19 Clerk of the Board	1
20 Assistant Clerk of the Board	1
21 Deputy Clerk	1
22 Budget Analyst	1
23 Member, Assessment Appeals Board	1
24 Alternate Member, Assessment Appeals Board	1
25 Hearing Officer, Assessment Appeals	1

1	Assessment Appeals Administrator	3
2	Administrator, Sunshine Ordinance Task Force	1
3	IS Administrator III	2
4	Senior Accountant	2
5	Legislative Assistant	1
6	Senior Legislative Analyst	1
7	Legislative Analyst	1
8	<u>Records and Information Manager</u>	<u>1</u>

9

10 **SEC. 3.1-155. BUILDING INSPECTION, DEPARTMENT OF.**

11

12	Designated Positions	Disclosure Categories
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13	Building Inspection Commission Member	All 1
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14	Building Inspection Commission Secretary	
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15	Director of Building Inspection	
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16	Assistant Director	
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17	Deputy Director, Permit Services	
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18	Deputy Director, Inspection Services	
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19	Departmental Personnel Officer	
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20	Manager of Administration	
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21	Manager of Central Permit Bureau	
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22	Building Code Analyst	
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23	Principal Engineer	
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24	Senior Civil Engineer	
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25	Building Plans Engineer	
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- 1 Mechanical Engineer
- 2 Senior Mechanical Engineer
- 3 Assistant Mechanical Engineer
- 4 Structural Engineer
- 5 Civil Engineer
- 6 Associate Civil Engineer
- 7 Assistant Civil Engineer
- 8 Chief Building Inspector
- 9 Senior Building Inspector
- 10 Building Inspector
- 11 Chief Electrical Inspector
- 12 Senior Electrical Inspector
- 13 Electrical Inspector
- 14 Chief Plumbing Inspector
- 15 Plumbing Inspector
- 16 Chief Housing Inspector
- 17 Senior Housing Inspector
- 18 Housing Inspector
- 19 Management Assistant (Permit Expediter)
- 20 Board of Examiners Member
- 21 Senior Plumbing Inspector
- 22 Chief Clerk
- 23 Permit Clerk II
- 24 Access Appeals Commission Member
- 25 Seismic Investigation and Hazard Survey Advisory Committee Member

BOARD OF SUPERVISORS

- 1 Unreinforced Masonry Buildings Appeals Board Member
- 2 One-Stop Permit Manager
- 3 One-Stop Permit Coordinator
- 4 One-Stop Permit Clerk
- 5 Manager of Customer Services
- 6 Manager of Customer Services
- 7 Secretary to the Director
- 8 Secretary to the Assistant Director
- 9 Principal Administrative Analyst
- 10 Manager of Management Informations Systems
- 11 Manager IV
- 12 IS Principal Business Analyst
- 13 IS Senior Business Analyst
- 14 IS Business Analyst
- 15 IS Assistant Business Analyst
- 16 IS Administrator II
- 17 IS Adminstrator III
- 18 IS Senior Engineer

19

20 **SEC. 3.1-170. CITY ADMINISTRATOR.**

21 (a) Disclosure Category 2. Persons in this category shall disclose all investments
22 and business positions in business entities and income from any source which provides, or
23 contracts with the City and County of San Francisco and its City Administrator to provide,
24 services, supplies; materials, machinery or equipment to the City Administrator.

25

1 ~~(b) — Disclosure Category 3. Persons in this category shall disclose all investments and~~
 2 ~~business positions in business entities, interests in real property, and income from any source that is~~
 3 ~~subject to the regulatory, permit or licensing authority of the City Administrator.~~

4 ~~(e) — Disclosure Category 4. Persons in this category shall disclose all income from,~~
 5 ~~investments in, business positions in business entities, and interests in real property that are subject to~~
 6 ~~the regulatory, permit or licensing authority of the Department of Consumer Assurance, Regulatory~~
 7 ~~Compliance and Agricultural Standards.~~

8
 9 **Designated Positions** **Disclosure Categories**

10 **Main Office**

11	City Administrator	1
12	Assistant to City Administrator VIII	1
13	Project Manager, Special Assistant XIII	2
14	Director, Grants for the Arts Program	1
15	Director, Neighborhood Beautification Program	1
16		
17	Department of Consumer Assurance, Regulatory Compliance and Agricultural Standards	
18	Director/Agricultural Commissioner/Sealer	1
19	Assistant Director/Commissioner/Sealer	1
20	Farmers' Market Manager	1
21	Agricultural Inspector	2
22	Weights and Measures Inspector	2

23
 24 **Immigrant Rights Commission**

25	Commission Member	1
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1 Executive Director 1

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3 **SEC. 3.1-175. CITY ATTORNEY.**

4 (a) **Disclosure Category 2.** Persons in this category shall disclose all interests in
5 real property, and all income from and investments in business entities which hold interests in
6 real property in the jurisdiction, and all business positions held in such business entities.

7 (b) **Disclosure Category 3.** Persons in this category shall disclose all sources of
8 income, all investments, and all business positions in any business entity which does
9 business in this jurisdiction.

10 (c) **Disclosure Category 4.** Persons in this category shall, for services, supplies,
11 materials, machinery or equipment that they participate in purchasing, disclose all income
12 from, investments in, and business positions held in business entities which provide such
13 services, supplies, materials, machinery or equipment of the type used by the Office of the
14 City Attorney.

15

16 Designated Positions	Disclosure Categories
17 City Attorney	See Sec. 3.1-500
18 Chief Assistant City Attorney	1
19 Chief Deputy City Attorney	1
20 Managing Attorney	1
21 Chief, Public Integrity	1
22 Chief, Litigation Division	1
23 Chief, Special Litigation	1
24 Team Leader, Litigation	1
25 Attorneys, Litigation	4

1	Attorneys, Claims	1
2	Adjusters, Claims	1
3	Lead Attorney, Airport	1
4	Airport Attorney, Labor	3
5	Airport Attorney, Business	1
6	Airport Attorney, Land Use	2
7	Airport Attorney, Finance	1
8	Airport Attorney, Construction	1
9	Lead Attorneys, Code Enforcement	1
10	Attorneys, Code Enforcement	2, 4
11	Attorneys, Construction	1
12	Attorneys, Contracts	1
13	Attorneys, <u>Energy & Telecommunications</u>	1
14	Attorneys, Environment	1
15	Attorneys, Ethics and Elections	1
16	Attorneys, <u>Real Estate & Finance</u> , Transactions and Special Projects	1
17	Lead Attorney, Government Law Division	1
18	Lead Attorney, Government Law Litigation	1
19	Lead Attorney, Government Law Advice	1
20	<u>General Counsel, Mayor's Office</u>	1
21	Special Assistant, Board of Supervisors	1
22	Attorney, Arts Commission	3
23	Attorney, Asian Art Museum	3
24	Attorney, Assessment Appeals Board	1
25	Attorney, Board of Supervisors	1

1	Attorney, Business Tax Board of Review	3
2	Attorney, Children and Families First Commission	3
3	Attorney, Civil Service Commission	4
4	Attorney, Commission on the Status of Women	3
5	Attorney, Complex Legislation	1
6	Attorney, Courts	3
7	Attorney, Department of Consumer Assurance	3
8	Attorney, Fine Arts Museum	3
9	Attorney, Golden Gate Concourse Authority	1
10	Attorneys, Government Law Litigation	1
11	Attorney, Human Rights Commission	3
12	Attorney, Library Contracts	3
13	Attorney, Mayor's Office of Children, Youth and Families	3
14	Attorney, Real Estate Transfer Tax Review Board	1
15	Attorney, Recreation and Park Department	1
16	Attorney, Rent Board	1
17	Attorney, School District	1
18	Attorney, Street Artists Program	3
19	Attorney, Tax Advice and Legislation	1
20	Attorney, Taxi Commission	3
21	Attorney, Transportation Authority	1
22	Attorney, War Memorial Board	3
23	Attorneys, Health and Human Services	3
24	Chief Labor <u>& Retirement</u> Attorney	1
25	Attorneys, Labor <u>& Retirement</u>	4

1	Attorneys, Land Use <i>& Environment</i>	1,2,4
2	Attorneys, Port	1
3	Lead Attorney, Public Protection	1
4	Attorneys, Public Transportation	1
5	Attorneys, Public Utilities	1
6	Attorneys, Retirement	1
7	Attorneys, Taxation	1
8	Attorneys, Telecommunications	3
9	Attorneys, Workers Compensation	4
10	Chief, Claims and Investigation Division	3
11	Chief Financial Officer	4
12	City Attorney Librarian	4

13

14 **SEC. 3.1-195. CONTROLLER.**

15

16	Designated Positions	Disclosure Categories
17	Controller	All 1
18	Chief Assistant Controller	
19	Director, Accounting Operations and Systems Division	
20	Director, Payroll and Personnel Systems Division	
21	Director, Audits Division	
22	Director, Budget and Analysis Division	
23	Finance and Administration Manager	
24	Accounting Operations Manager	
25	Financial Systems and Reporting Manager	

1 Director, IT Business Services – COIT

2 Executive Director – COIT

3
4 **SEC. 3.1-205. DISTRICT ATTORNEY.**

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

8

9 Designated Positions	Disclosure Categories
10 District Attorney	See Sec. 3.1-500
11 Chief Assistant District Attorney (Chief Attorney II)	1
12 Assistant Chief Attorney II	1
13 Assistant Chief Attorney I	1
14 Law Office Manager	1
15 Chief Financial Officer	1
16 Consumer Fraud Attorneys and Investigators	1
17 Special Prosecution Attorneys and Investigators	1
18 Chief Investigator	1
19 All Attorneys and Investigators	1
20 Head of Felony Intake/Rebooking Section	1
21 Head of Misdemeanor Intake/Rebooking Section	1
22 Felony or Misdemeanor Rebooking Attorneys	1
23 Coordinator of Victim Services	2
24 Witness Services Specialist	2

25

1 **SEC. 3.1-218. EMERGENCY COMMUNICATIONS DEPARTMENT.**

2
3 **Designated Positions**

Disclosure Categories

4 Executive Director

All 1

5 *Chief of Staff*

6 *Deputy Director*

7 *Client Services Manager*

8 *Director of Client Services*

9 Director of Finance and Administration

10 Director of Human Resources

11 Director of Operations

12
13 **SEC. 3.1-230. ETHICS COMMISSION.**

14
15 **Designated Positions**

Disclosure Categories

16 Commission Member

All 1

17 Executive Director

18 Deputy Executive Director

19 Investigator/Legal Analyst

20 *Assistant Investigator/Legal Analyst*

21 Campaign Finance Officer

22 Campaign/Public Finance Auditor

23 Campaign/Public Finance Administrator/Chief Auditor

24 *Campaign Finance Administrator*

25 Consultant*

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1
2 * Consultants shall be included in the list of designated employees and shall disclose
3 pursuant to the broadest category in the code subject to the following limitation: The
4 executive director may determine in writing that a particular consultant, although a
5 "designated position," is hired to perform a range of duties that is limited in scope and thus is
6 not required to comply fully with the disclosure requirements described in this section. Such a
7 determination shall include a description of the consultant's duties and, based upon that
8 description, a statement of the extent of disclosure requirements. The executive director's
9 determination is a public record and shall be retained for public inspection in the same
10 manner and location as this conflict of interest code.

11
12 **SEC. 3.1-245. FINE ARTS MUSEUMS.**

13 (a) **Disclosure Category 2.** Persons in this disclosure category shall disclose all
14 investments and business positions in any business entity, and income from any source,
15 involved in the buying or selling of works of art and which does business with The Fine Arts
16 Museums of San Francisco, or has done business with the Museums within the two years
17 prior to the date any disclosure statement must be filed, or which may foreseeably do
18 business with the Museums in the future.

19 (b) **Disclosure Category 3.** Persons in this disclosure category shall disclose all
20 investments and business positions in any business entity, and income from any source,
21 engaged in the construction trade and which does business with The Fine Arts Museums of
22 San Francisco, or has done business with the Museums within the two years prior to the date
23 any disclosure statement must be filed, or which may foreseeably do business with the
24 Museums in the future.

1 (c) **Disclosure Category 4.** Persons in this disclosure category shall disclose all
2 investments and business positions in any business entity, and income from any source,
3 involved in the sale and/or installation of signalling systems, including fire alarms, burglar
4 alarms and similar systems, which does business with The Fine Arts Museums of San
5 Francisco, or has done business with the Museums within the two years prior to the date any
6 disclosure statement must be filed, or which may foreseeably do business with the Museums
7 in the future.

8 (d) **Disclosure Category 5.** Persons in this category shall disclose all investments
9 and business positions in any business entity, and income from any source, which does
10 business with The Fine Arts Museums of San Francisco, or has done business with the
11 Museums within the two years prior to the date any disclosure statement must be filed, or
12 which may foreseeably do business with the Museums in the future.

13 (e) **Disclosure Category 6.** Persons in this disclosure category shall disclose all
14 investments and business positions in any business entity, and income from any source,
15 involved in the design and publication of printed material, or the reproduction of works of art,
16 which does business with The Fine Arts Museums of San Francisco, or has done business
17 with the Museums within the two years prior to the date any disclosure statement must be
18 filed, or which may foreseeably do business with the Museums in the future.

19 ~~(f) — Disclosure Category 7. Persons in this disclosure category shall disclose all~~
20 ~~investments and business positions in any business entity, and income from any source, involved in the~~
21 ~~manufacture, sale, lease, distribution or provision of computers and computer services, which does~~
22 ~~business with the Fine Arts Museums of San Francisco, or has done business with the Museums within~~
23 ~~the two years prior to the date any disclosure statement must be filed, or which may foreseeably do~~
24 ~~business with the Museums in the future.~~

1 (fg) **Disclosure Category 7**. Persons in this disclosure category shall disclose all
 2 investments and business positions in any art gallery and business entity, and income from
 3 any source, which manufactures or sells art supplies, books, machinery or equipment, or
 4 which provides services to the Museums, ~~of the type used by the department for which the~~
 5 ~~designated employee is manager or director.~~

7 Designated Positions	8 Disclosure Categories
8 Trustee	2, 3, 4
9 Director	5, <u>7</u>
10 <u>Deputy Director for Operations and Personnel</u>	<u>5, 7</u>
11 Associate Director/Chief Curator	5
12 Director of Exhibitions and Technical Production	3, 5
13 Director of Advertising and Promotion	8
14 Director of Membership and Annual Fund	5
15 Deputy Director for Administration and Finance	5
16 Deputy Director for Development	5
17 Deputy Director for Marketing and Communication	5, 6, 7, 8
18 Curator, New de Young Planning	2, 6
19 Curator In-Charge, American Art	2, 6
20 Curator-In-Charge, European Art	2, 6
21 Curator In-Charge, Textiles	2, 6
22 Curator In-Charge, Africa, Oceania and the Americas	2, 6
23 Curator-In-Charge, Achenbach Foundation for Graphic Arts	2, 6, <u>7</u>
24 <u>Curator, Graphic Arts</u>	<u>2, 6, 7</u>
25 Chairman of Conservation Labs / Head of Paper Conservation	

1	<i>Lab / Director of Collection Imaging</i>	2, 7
2	<i>Head Conservator, Paintings Conservation</i>	2
3	<i>Head Conservator, Paper Conservation Lab</i>	2
4	<i>Head Conservator, Textiles Conservation</i>	2
5	<i>Head Conservator, Objects Conservation</i>	2
6	<i>Director of Registration</i>	7
7	Buildings & Grounds Maintenance Superintendent	3, 4, 7, 8
8	<i>Controller</i>	5
9	<i>Director of Education</i>	6
10	<i>Director of Exhibition Planning</i>	5
11	<i>Librarian</i>	6
12	<i>Director of Publications and Graphic Design</i>	6
13	<i>General Manager of Museum Stores</i>	8
14	<i>Director of Media Relations</i>	8
15	<i>de Young Project Director</i>	3, 4, 5, 7, 8

16

17 **SEC. 3.1-265. HEALTH, DEPARTMENT OF PUBLIC.**

18 (a) **Disclosure Category 2.** Persons in this category shall disclose all investment
19 and business positions in business entities and income from all laboratories, clinics, hospitals,
20 rest homes, nursing homes, and outpatient care facilities, all medical, surgical, psychiatric,
21 psychological, and related practices, all medical supply firms, drug companies, and insurance
22 companies; all child or adult care facilities; all medical or social service consulting firms; and
23 any source which provides, or contracts with the City and County of San Francisco and its
24 Public Health Department to provide services, supplies, materials, machinery or equipment to
25 the Public Health Department.

1 (b) **Disclosure Category 3.** Persons in this category shall disclose all investment
 2 and business positions in business entities, interests in real property, and income from any
 3 source subject to the regulatory, permit or licensing authority of the Department of Public
 4 Health.

6 Designated Positions	Disclosure Categories
7 Health Commissioner	1
8 <u>Director of Health</u>	1
9 <u>Secretary, Health Commission</u>	1
10 <u>Administrator, Health Information Services</u>	2
11 <u>Administrator, LHH</u>	1
12 <u>Administrator, SFGH Medical Center</u>	1
13 <u>Agricultural Inspector</u>	2
14 <u>Assistant Director, Bureau of Environmental Health Services</u>	1
15 <u>Assistant Director/Commissioner/Sealer</u>	1
16 <u>Assistant Director, MIS</u>	2
17 <u>Assistant General Services Manager</u>	2
18 <u>Assistant Industrial Hygienist</u>	2
19 <u>Assistant Materials Coordinator</u>	2
20 <u>Associate Administrator, Medical Services, LHH</u>	1
21 <u>Associate Director, AIDS</u>	1
22 <u>Building and Grounds Maintenance Superintendent</u>	2
23 <u>Chief, Bureau of Records and Statistics</u>	2
24 <u>Chief Compliance Officer</u>	1
25 <u>Chief of Medical Staff</u>	1

1	<i>Chief, Medical Social Services</i>	2
2	<i>Chief Nursing Officer</i>	1
3	<i>Children Medical Services Director</i>	2
4	<i>Contract Compliance Officer I</i>	2
5	<i>Departmental Personnel Officer</i>	2
6	<i>Deputy Director of Adult Services, CMHS</i>	1
7	<i>Deputy Director for Business and Operations</i>	1
8	<i>Deputy Director of Community Programs</i>	1
9	<i>Deputy Director of Institutions, DPH</i>	1
10	<i>Deputy Director for Mental Health Programs</i>	1
11	<i>Deputy Director, Public Health Programs</i>	1
12	<i>Director of Activities, Therapy and Volunteer Services</i>	2
13	<i>Director/Agricultural Commissioner/Sealer</i>	1
14	<i>Director, Bureau of Environmental Health Services</i>	1
15	<i>Director, Business and Operations Support, MHP</i>	1
16	<i>Director, Dental Division</i>	1
17	<i>Director of EEO and Cultural Competency Programs</i>	2
18	<i>Director of Food Services</i>	2
19	<i>Director of Homeless Programs</i>	2
20	<i>Director of Medical Records</i>	2
21	<i>Director of Patient Accounts</i>	2
22	<i>Director of Patient Financial Services and Admissions</i>	2
23	<i>Director of Pharmaceutical Services</i>	2
24	<i>Director, Public Health Laboratories</i>	2
25	<i>Director HIV Prevention</i>	2

1	<i>Director of Public Information</i>	2
2	<i>Director, Radiology</i>	1
3	<i>Director of Toxics and Safety Services</i>	1
4	<i>Director, WIC Program, DPH</i>	1
5	<i>DPH Contract Compliance Officer II</i>	2
6	<i>Environmental Health Inspector</i>	3
7	<i>Executive Assistant to the Director of Health</i>	2
8	<i>Finance Director, DPH</i>	1
9	<i>Financial Manager</i>	1
10	<i>Food Service Manager</i>	2
11	<i>General Services Manager</i>	2
12	<i>Hazardous Materials Permit Program Manager</i>	2
13	<i>Hospital Assistant Administrator</i>	1
14	<i>Hospital Associate Administrator</i>	1
15	<i>Hospital Reimbursement Officer</i>	2
16	<i>Industrial Hygienist</i>	2
17	<i>Manager, Office of Health and Safety</i>	2
18	<i>Materials Coordinator</i>	2
19	<i>Materials and Supplies Supervisor</i>	2
20	<i>Maternal, Child, Adolescent Director</i>	2
21	<i>Medical Director, DPH</i>	1
22	<i>Medical Social Worker Supervisor</i>	2
23	<i>MIS Director</i>	1
24	<i>MIS Manager</i>	2
25	<i>Nurse Manager</i>	2

1	<i>Nursing Supervisor</i>	2
2	<i>Nursing Supervisor, Psychiatry</i>	2
3	<i>Personnel Director</i>	1
4	<i>Principal Administrative Analyst (Contracts Office Only)</i>	2
5	<i>Principal Disease Control Investigator</i>	2
6	<i>Principal Environmental Health Inspector</i>	3
7	<i>Program Chief, CPHS</i>	1
8	<i>Rad. Tech. Supervisor</i>	2
9	<i>Rehabilitation Coordinator</i>	2
10	<i>Senior Administrative Analyst (Contracts Office Only)</i>	2
11	<i>Senior Associate Administrator</i>	1
12	<i>Senior Environmental Health Inspector</i>	3
13	<i>Senior Industrial Hygienist</i>	2
14	<i>Senior Personnel Officer</i>	2
15	<i>Senior Physician Specialist (Leadership Positions Only)</i>	2
16	<i>Supervising Fiscal Officer</i>	2
17	<i>Supervising Physician Specialist</i>	2
18	<i>Telecommunications Systems Director</i>	2
19	<i>Weights and Measures Inspector</i>	2
20	<i>Executive Assistant to the Director of Health</i>	2
21	<i>Administrator, SFGH Medical Center</i>	1
22	<i>Director of Health</i>	1
23	<i>Departmental Personnel Officer</i>	2
24	<i>Senior Personnel Officer</i>	2
25	<i>Personnel Director</i>	1

1	<i>Finance Director, DPH</i>	1
2	<i>Supervising Fiscal Officer</i>	2
3	<i>MIS Manager</i>	2
4	<i>Senior Administrative Analyst (Contracts Office Only)</i>	2
5	<i>Principal Administrative Analyst (Contracts Office Only)</i>	2
6	<i>Materials and Supplies Supervisor</i>	2
7	<i>Materials Coordinator</i>	2
8	<i>Chief Medical Records Administrator</i>	2
9	<i>Director of Patient Financial Services and Admissions</i>	2
10	<i>Hospital Assistant Administrator</i>	1
11	<i>Hospital Associate Administrator</i>	1
12	<i>Associate Administrator, Medical Services, LHH</i>	1
13	<i>Administrator, LHH</i>	1
14	<i>Director, Dental Division</i>	1
15	<i>Senior Physician Specialist (Leadership Positions Only)</i>	2
16	<i>Supervising Physician Specialist</i>	2
17	<i>Chief of Medical Staff</i>	1
18	<i>Nurse Manager</i>	2
19	<i>Director of Pharmaceutical Services</i>	2
20	<i>Director, Public Health Laboratories</i>	2
21	<i>Administrative Chef</i>	2
22	<i>Director of Food Services</i>	2
23	<i>Assistant General Services Manager</i>	2
24	<i>General Services Manager</i>	2
25	<i>Associate Director, AIDS</i>	1

1	<i>Deputy Director for Business and Operations</i>	1
2	<i>Deputy Director for Mental Health Programs</i>	1
3	<i>Deputy Director, Public Health Programs</i>	1
4	<i>Medical Social Worker Supervisor</i>	2
5	<i>Chief, Medical Social Services</i>	2
6	<i>Environmental Health Inspector</i>	3
7	<i>Senior Environmental Health Inspector</i>	3
8	<i>Principal Environmental Health Inspector</i>	3
9	<i>Director, Bureau of Environmental Health Services</i>	1
10	<i>Assistant Director, Bureau of Environmental Health Services</i>	1
11	<i>Industrial Hygienist</i>	2
12	<i>Building and Grounds Maintenance Superintendent</i>	2
13	<i>Chief Stationary Engineer</i>	2
14	<i>Institutional Police Lieutenant</i>	2
15	<i>MIS Director</i>	1
16	<i>Administrator, Health Information Services</i>	2
17	<i>Associate Affirmative Action Coordinator</i>	2
18	<i>Secretary, Health Commission</i>	1
19	<i>Director of Patient Accounts</i>	2
20	<i>Senior Storekeeper</i>	2
21	<i>Assistant Materials Coordinator</i>	2
22	<i>Director of Medical Records</i>	2
23	<i>Senior Associate Administrator</i>	1
24	<i>Medical Director, DPH</i>	1
25	<i>Nursing Supervisor</i>	2

1	<i>Assistant Director of Nursing, Staff Development and Research</i>	1
2	<i>Assistant Director of Nursing, LHH</i>	2
3	<i>Rad. Tech. Supervisor</i>	2
4	<i>Director, Radiology</i>	1
5	<i>Rehabilitation Coordinator</i>	2
6	<i>Employee Referral Program Director (EAP)</i>	2
7	<i>Food Service Manager</i>	2
8	<i>Principal Disease Control Investigator</i>	2
9	<i>Chief, Bureau of Records and Statistics</i>	2
10	<i>Director, WIC Program, DPH</i>	1
11	<i>Director, Business and Operations Support, MHP</i>	1
12	<i>Deputy Director of Adult Services, CMHS</i>	1
13	<i>Deputy Director of Institutions, DPH</i>	1
14	<i>Program Chief, CPHS</i>	1
15	<i>Hospital Eligibility Manager</i>	2
16	<i>DPH Contract Compliance Officer II</i>	2
17	<i>Contract Compliance Officer I</i>	2
18	<i>Assistant Industrial Hygienist</i>	2
19	<i>Senior Industrial Hygienist</i>	2
20	<i>Hazardous Materials Permit Program Manager</i>	2
21	<i>Manager, Office of Health and Safety</i>	2
22	<i>Director of Toxics and Safety Services</i>	1
23	<i>Institutional Police Sergeant</i>	2
24	<i>Institutional Police Captain</i>	2
25	<i>Director of Homeless Programs</i>	2

1	<i>Director of Public Information</i>	2
2	<i>Telecommunications Systems Director</i>	2
3	<i>Assistant Director, MIS</i>	2
4	<i>Health Center Manager</i>	2
5	<i>Director of Activities, Therapy and Volunteer Services</i>	2
6	<i>Nursing Supervisor, Psychiatry</i>	2

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8 **SEC. 3.1-270. HOUSING AUTHORITY.**

9 (a) **Disclosure Category 2.** Persons in this disclosure category shall disclose all
 10 investments in, income from, and any business position in any business entity which leases,
 11 rents or operates from property of the San Francisco Housing Authority, or which provides or
 12 contracts with the Housing Authority to provide, services, supplies, materials, machinery or
 13 equipment to the Authority, or which has done so within the two years prior to the filing of any
 14 disclosure statement, or which may foreseeably do so in the future.

15

16	Designated Positions	Disclosure Categories
17	Commissioners	1
18	Executive Director	1
19	Accounting Manager, Finance	1
20	Administrator, Finance <i>Department</i>	1
21	Administrator, Housing Development & Modernization <i>Department</i>	1
22	Administrator, <u>MSSD-HR</u> <i>Management Services & Support Department</i>	1
23	Administrator, Public Housing Operations <i>Department</i>	1
24	Administrator, Section "8" <i>Housing Department</i>	1
25	Architectural Associate I	2

1	<i>Architectural Associate II</i>	2
2	<i>Assistant General Counsel</i>	1
3	<i>Attorney II</i>	1
4	<i>Budget Manager</i>	2
5	<i>Buyer</i>	2
6	<i>Central Services Director</i>	1
7	<i>Central Services Manager</i>	1
8	Certified Paralegal	2
9	Construction Inspector	2
10	Construction <i>Services</i> Manager	2
11	Construction Services Manager	1
12	Deputy Administrator, Housing Development & Modernization Department	1
13	<i>Deputy Administrator, Office of Fair Housing</i>	1
14	<i>Deputy Administrator, Management Services & Support Department</i>	1
15	Deputy Department Administrator, <i>Finance</i>	1
16	<i>Deputy Department Administrator, Office of Fair Housing</i>	1
17	Deputy Executive Director	1
18	<i>Director of Administrative Services</i>	2
19	<i>Director of Central Services</i>	1
20	Director of Computer Learning Centers	2
21	<i>Director of Contracting</i>	2
22	<i>Director of Housing Management</i>	2
23	<i>Director of Human Resources</i>	2
24	Director of MIS	2
25	<i>Director of Occupational Health and Safety</i>	2

1	<i>Examinations Supervisor</i>	1
2	<i>Financial Advisor</i>	2
3	General Counsel	1
4	<i>General Manager</i>	2
5	<i>Grants Manager</i>	2
6	<i>Hope VI Maanager</i>	2
7	<i>HQS Inspector/Central Services</i>	2
8	Human Resources Manager	2
9	<i>Inspector I</i>	2
10	<i>Inspector II</i>	2
11	<i>Inspector Supervisor</i>	1
12	<i>Internal Auditor</i>	2
13	<i>Investigator</i>	2
14	Labor/Employee Relations Manager	2
15	<i>Leased Housing Auditor</i>	2
16	<i>Leased Housing Inspector I and II</i>	2
17	<i>Maintenance Manager</i>	2
18	<i>Manager of Central Maintenance</i>	2
19	Materials Control Officer	1
20	Materials Manager	1
21	Planning and Program Development Manager	2
22	<i>Program Management Advisor</i>	2
23	<i>Program Manager I</i>	2
24	<i>Program Manager II</i>	2
25	<i>Program Sepcialist</i>	2

1	<i>Project Manager</i>	2
2	<i>Public Housing & Operations Director</i>	2
3	<i>Program Manager Housing Specialist</i>	2
4	<i>Public Information Officer</i>	2
5	<i>Risk Management Officer</i>	2
6	<i>Risk Manager</i>	2
7	<i>Safety Director</i>	2
8	Senior Buyer	2
9	Senior Project Manager	2
10	<i>Senior Project Manager/ Housing Development & Modernization</i>	2
11	<i>SFHA Program Specialist I, II and III</i>	2
12	<i>Special Assistant Quality Insurance</i>	2
13	Special Programs Manager	2
14	<i>Supervisor of Examinations, Section "8" Department</i>	1
15	<i>Supervisor of Finance, Section "8" Department</i>	1
16	<i>Supervisor of Inspections, Section "8" Department</i>	1
17	<i>Vacates Manager</i>	2

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SEC. 3.1-275. HUMAN RESOURCES 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 Human Resources Department to provide, services, supplies, materials, machinery or equipment to the Human Resources Department.

1	Designated Positions	Disclosure Categories
2	Human Resources Director	1
3	Deputy Director	1
4	Assistant Deputy Director	2
5	Members, Health Service Board	1
6	Employee Relations Director	1
7	EEO Manager	1
8	Director of Training	2

9

10 **SEC. 3.1-280. HUMAN RIGHTS COMMISSION.**

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

14

15	Designated Positions	Disclosure Categories
16	Members, Human Rights Commission	2
17	Executive Director	1
18	Program Manager IV	2
19	Contract Compliance Officer II	2
20	Contract Compliance Officer I	2
21	Coordinator	2

22

23 **SEC. 3.1-285. HUMAN SERVICES COMMISSION.**

24 (a) **Disclosure Category 2.** Persons in this category shall disclose all investments
 25 and business positions in business entities and income from any source which provides, or

1 contracts with the City and County of San Francisco and its Department of Human Services to
2 provide, services, supplies, materials, machinery or equipment to the Human Services
3 Department.

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

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

12 Designated Positions	Disclosure Categories
13 Members, Human Services Commission	1
14 Executive Director	1
15 <u>Chief of Staff</u>	<u>1</u>
16 <u>Adminstrator, First Source Hiring</u>	<u>2</u>
17 <u>Affirmative Action Officer</u>	<u>2</u>
18 <u>Contract Managers</u>	<u>2</u>
19 <u>Deputy Directors</u>	<u>1</u>
20 <u>Director, Contracts</u>	<u>2</u>
21 <u>Director, Information Technology</u>	<u>4</u>
22 <u>Director, Homeless Programs</u>	<u>2</u>
23 <u>Director, Planning and Budget</u>	<u>1</u>
24 <u>Director, Support Services</u>	<u>2</u>
25 <u>Director, Special Needs Programs</u>	<u>2</u>

1	<i>Manager, Budget</i>	1
2	<i>Manager, Investigations</i>	3
3	<i>Manager, Fiscal Operations</i>	1
4	<i>Program Manager, Family and Children's Services</i>	2, 3
5	<i>Program Manager, Adult Services</i>	2, 3
6	<i>Program Manager, CalWorks</i>	2
7	<i>Program Manager, Child Care</i>	2
8	<i>Program Manager, County Adult Assistance Programs</i>	2
9	<i>Program Manager, Food Stamps</i>	2
10	<i>Program Manager, Housing & Homeless Services</i>	2
11	<i>Program Manager, Staff Development</i>	2
12	<i>Program Manager, Workforce Development</i>	2
13	<i>Special Assistants to the Executive Director for Welfare Reform</i>	2
14	<i>Supervisor, Materials and Supplies</i>	2
15	<i>Deputy Directors</i>	1
16	<i>Special Assistants to the Executive Director for Welfare Reform</i>	2
17	<i>Director, Planning and Budget</i>	1
18	<i>Manager, Budget and Fiscal Operations</i>	1
19	<i>Program Manager, Family and Children's Services</i>	2, 3
20	<i>Program Manager, Adult Services</i>	2, 3
21	<i>Program Manager, County Adult Assistance Programs</i>	2
22	<i>Manager, Investigations</i>	3
23	<i>Director, Support Services</i>	2
24	<i>Supervisor, Materials and Supplies</i>	2
25	<i>Director, Contracts</i>	2

1	<i>Director, Information Technology</i>	4
2	<i>Director, Homeless Programs</i>	2
3	<i>Contract Managers</i>	2
4	<i>Liaison to the Housing Authority (Contractor)</i>	2
5	<i>Chief of Staff</i>	1

6

7 **SEC. 3.1-310. LIBRARY, PUBLIC.**

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

13

14	Designated Positions	Disclosure Categories
15	Commissioners	1
16	City Librarian	1
17	Deputy City Librarian	2
18	Finance Director	2
19	Director of Operations and Maintenance	2
20	<i>Departmental Personnel Officer</i>	2
21	Librarian IV	2
22	Secretary to the Library Commission	2

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1 **SEC. 3.1-315. MAYOR'S OFFICE.**

2
3 **Designated Positions**

Disclosure Categories

4 Mayor

See Sec. 3.1-500

5 Mayoral Staff I

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6 Mayoral Staff II

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7 Mayoral Staff III

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8 Mayoral Staff IV

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9 Mayoral Staff V

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10 Mayoral Staff VI

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11 Mayoral Staff VII

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12 Mayoral Staff VIII

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13 Mayoral Staff IX

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14 Mayoral Staff X

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15 Mayoral Staff XI

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16 Mayoral Staff XII

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17 Mayoral Staff XIII

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18 Mayoral Staff XIV

1

19 Mayoral Staff XV

1

20 Mayoral Staff XVI

1

21 Mayoral Staff XVII

1

22 Director, Economic & Workforce Development

1

23 Administrative Secretary to the Mayor

1

24 Mayor's Program Manager

1

25 Special Assistant for Program Development

1

BOARD OF SUPERVISORS

1	<i>Coordinator for Citizen Involvement</i>	<i>1</i>
2	<i>Intergovernmental Affairs Coordinator</i>	<i>1</i>
3	<i>Deputy Director, Mayor's Office of Criminal Justice</i>	<i>1</i>
4	<i>Port Director/Treasure Island</i>	<i>1</i>
5	<i>Director, Mayor's Office of Business & Economic</i>	
6	<i>Development/Chief Economic Advisor</i>	<i>1</i>
7	<i>Special Assistant II</i>	<i>1</i>
8	<i>Special Assistant III</i>	<i>1</i>
9	<i>Special Assistant IV</i>	<i>1</i>
10	<i>Special Assistant V</i>	<i>1</i>
11	<i>Special Assistant VI</i>	<i>1</i>
12	<i>Special Assistant VII</i>	<i>1</i>
13	<i>Special Assistant VIII</i>	<i>1</i>
14	<i>Special Assistant IX</i>	<i>1</i>
15	<i>Special Assistant X</i>	<i>1</i>
16	<i>Special Assistant XI</i>	<i>1</i>
17	<i>Special Assistant XII</i>	<i>1</i>
18	<i>Special Assistant XIII</i>	<i>1</i>
19	<i>Special Assistant XIV</i>	<i>1</i>
20	<i>Special Assistant XV</i>	<i>1</i>
21	<i>Special Assistant XVI</i>	<i>1</i>

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1 **SEC. 3.1-325. PARKING AUTHORITY.**

2

3 Designated Positions	Disclosure Categories
4 Members of the Parking Authority	All 1
5 Director	
6 Deputy Director	
7 <u>Principial Administrative Analyst</u>	

8

9 **SEC. 3.1-335. PLANNING DEPARTMENT.**

10 (a) Disclosure Category 2. Persons in this category shall disclose all interests in
11 real property, and all income from, and investments and business positions in any business
12 entity that is principally involved in real estate development, architecture, design, engineering,
13 real estate brokerage, real estate finance or appraisal, or historic preservation.

14 (b) Disclosure Category 3. Persons in this category shall disclose all investments
15 and business positions in business entities and income from any source which provides, or
16 contracts with the City and County of San Francisco and the Department of City Planning to
17 provide, services, supplies, materials, machinery or equipment to the Department of City
18 Planning.

19

20 Designated Positions	Disclosure Categories
21 Planning Commissioners	See Sec. 3.1-500
22 Director of Planning	1
23 Assistant Director—Implementation	1
24 0932 Manager IV	1
25 Planner V—General	1

1	Planner V—Zoning	1
2	Environmental Review Officer	1
3	Administrative Secretary, City Planning Commission	1
4	Planner IV—General	1
5	Planner IV—Zoning	1
6	Planner IV—Environmental Review	1
7	Planner IV—Urban Systems Analyst	1
8	Planner III—Urban Design	2
9	Planner III—Transportation	2
10	Planner III—General	2
11	Planner III—Zoning	2
12	Planner III—Environmental Review	2
13	Planner II	2
14	Planner I	2
15	Transit Planner IV	1
16	Transit Planner III	2
17	Transit Planner II	2
18	Architectural Assistant II	2
19	Architectural Assistant I	2
20	<u>Liaison to the Board of Supervisors</u>	<u>1</u>
21	Consultants*	1

22

23 *With respect to consultants, the Director of Planning may determine in writing that a

24 particular consultant is hired to perform a range of duties that are limited in scope and thus is

25 not required to comply with the disclosure requirements described in this category. Such

1 determination shall include a description of the consultant's duties and, based upon that
2 description, a statement of the extent of disclosure requirements. The Director of Planning
3 shall forward a copy of this determination to the Board of Supervisors. Nothing herein
4 excuses any such consultant from any other provision of this Conflict of Interest Code.
5

6 **SEC. 3.1-340. POLICE DEPARTMENT.**

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

11 (b) **Disclosure Category 3.** Persons in this category shall disclose all investments
12 and business positions in business entities, interests in real property, and income from any
13 source subject to the regulatory, permit or licensing authority of the Police Department.
14

15 Designated Positions	Disclosure Categories
16 Police Commissioners	1
17 Chief of Police	1
18 Deputy Chief of Police	1
19 Assistant Chief of Police	1
20 All Captains of Police	1
21 Commanders of Police	1
22 Commanding Officers, District Stations	1
23 Commanding Officer, Planning Division	2
24 Commanding Officer, Vice Crimes	1
25 Commanding Officer, Property Control Division	1

1	Commanding Officer, Fiscal Division	1
2	Commanding Officer, Legal Division	1
3	Legal Officers	1
4	Commanding Officer, Permits Section	3
5	Officer in Charge, Permit Section	3
6	Chief's Permit Hearing Officer	3
7	Officer in Charge of the Police Law Enforcement Services Unit	1
8	Officer in Charge of Management Control Division	1
9	Officer in Charge of Management Information Systems	1
10	Chief Accounting Officer	2
11	Commanding Officer—Special Investigations	1
12	Commanding Officer—Narcotics Division	1
13	Lieutenant—Vice Crimes	1
14	Lieutenant—Narcotics	1
15	<u>Consultants*</u>	<u>1</u>

16

17 * The Chief of Police may determine in writing that a particular consultant, although a "designated
18 position," is hired to perform a range of duties that is limited in scope and thus is not required to
19 comply fully with the disclosure requirements described in this section. Such a determination shall
20 include a description of the consultant's duties and, based upon that description, a statement of the
21 extent of disclosure requirements. The Chief's determination is a public record and shall be retained
22 for public inspection in the same manner and location as statement filed under this conflict of interest
23 code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest
24 Code.

25

1 **SEC. 3.1-345. PORT COMMISSION.**

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

11

12 Designated Positions	Disclosure Categories
13 Port Commissioners	1
14 Port Director	1
15 Deputy Directors, Port	1
16 <u>Manager VI (Chief Harbor Engineer)</u>	1
17 Government and Public Affairs Manager	1
18 Financial Manager	1
19 Supervising Fiscal Officer	1
20 <u>Chief Building Inspector</u>	1
21 Executive Assistant to the Port Director	2
22 Assistant Deputy Director, Port	2
23 Superintendent, Harbor Maintenance	2
24 Senior Building Inspector	2
25 Building Inspector	2

1	Construction Inspector	2
2	Senior Property Manager	2
3	Property Manager	2
4	Maritime Marketing Representative	2
5	Wharfinger II	2
6	Manager, Regulatory and Environmental Affairs	2
7	Development Project Coordinator	2
8	Planner V	2
9	Planner IV	2
10	Planner III	2
11	Feasibility Analyst	2
12	Principal Administrative Analyst	2
13	<u>IS Manager</u>	<u>2</u>
14	<u>IS Project Director</u>	<u>2</u>
15	<u>Manager II (Special Projects Manager)</u>	<u>2</u>
16	<u>Collections Supervisor</u>	<u>2</u>
17	<u>Senior Engineers</u>	<u>2</u>
18	<u>Construction and Maintenance Superintendent II, Port</u>	<u>2</u>

19

20 **SEC. 3.1-350. PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC. – WORKFORCE**

21 **INVESTMENT SAN FRANCISCO BOARD.**

22 (a) **Disclosure Category 2.** Persons in this disclosure category shall disclose all

23 investments and positions of management in, and income from any organization that, during

24 the period being reported, has proposed to enter into or has entered into a subcontract or

25 other financial agreement with the Private Industry Council of San Francisco, Inc.

1 (b) **Disclosure Category 3.** Members of the Workforce Investment San Francisco
 2 Board and of its Executive Committee, Employer Services Committee, One Stop Committee,
 3 Program Resources Committee, and any other committee of the Workforce Investment San
 4 Francisco Board that recommends or selects parties to financial agreements with the Private
 5 Industry Council of San Francisco, Inc. shall disclose all income from, and investments and
 6 positions of management in any organization that, during the period being reported, has been
 7 a candidate for any financial agreement with the Private Industry Council of San Francisco,
 8 Inc. that is subject to the Board's selection.

9 Designated Positions	Disclosure Categories
11 Member; Workforce Investment San Francisco Board	3
12 Member, Designated Committee of the Board	3
13 <u>Member, Senior Leadership Team, Private Industry Council of</u>	
14 <u>San Francisco, Inc.</u>	2,3
15 <u>President, Private Industry Council</u>	2, 3
16 <u>Vice Presidents, Private Industry Council</u>	2, 3
17 <u>Director, Welfare to Work, Private Industry Council</u>	2, 3
18 <u>Controller, Private Industry Council</u>	2, 3
19 <u>Associate Vice Presidents, Private Industry Council</u>	2, 3
20 Consultants*	1

21 *With respect to consultants, the President of the Private Industry Council may determine in
 22 writing that a particular consultant is hired to perform a range of duties that are limited in
 23 scope and thus is not required to comply with the disclosure requirements described in this
 24 category. Such determination shall include a description of the consultant's duties and, based
 25 upon that description, a statement of the extent of disclosure requirements. The President

1 shall forward a copy of this determination to the Board of Supervisors. Nothing herein
2 excuses any such consultant from any other provision of this Conflict of Interest Code.
3

4 **SEC. 3.1-365. PUBLIC UTILITIES COMMISSION.**

5 (a) **Disclosure Category 2.** Persons in this category shall disclose all investments
6 in any business entity and any income from a source which, within the previous two years, did
7 or in the future foreseeably might, lease, rent, or operate from the property of the Clean Water
8 Enterprise or provide or contract with the Clean Water Enterprise to provide service (including
9 construction, repair, and maintenance), equipment, materials, supplies, vehicles, or other
10 items of use to the Clean Water Enterprise, and his or her business position in any such
11 business entity.

12 (b) **Disclosure Category 3.** Persons in this category shall disclose all investments
13 in any business entity and any income from a source which, within the previous two years, did
14 or in the future foreseeably might, lease, rent, or operate from the property of the San
15 Francisco Water Department or provide or contract with the San Francisco Water Department
16 to provide service (including construction, repair, and maintenance), equipment, materials,
17 supplies, vehicles, or other items of use to the San Francisco Water Department, and his or
18 her business position in any such business entity.

19 (c) **Disclosure Category 4.** Persons in this category shall disclose all investments
20 in any business entity and any income from a source which, within the previous two years, did
21 or in the future foreseeably might, lease, rent, or operate from the property of Hetch Hetchy or
22 provide or contract with Hetch Hetchy to provide service (including construction, repair, and
23 maintenance), equipment, materials, supplies, vehicles, or other items of use to Hetch Hetchy,
24 and his or her business position in any such business entity.
25

1	Designated Positions	Disclosure Categories
2		
3	Public Utilities Commission & General Manager	All 1
4	Member, Public Utilities Commission	
5	General Manager, Public Utilities Commission	
6	<u>Deputy General Manager, Infrastructure and Operations</u>	
7	Administrative Secretary, Public Utilities Commission	
8	Assistant General Manager, Business Services	
9	Assistant General Manager, Operations	
10	Assistant General Manager, Infrastructure	
11	Assistant General Manager, Power Policy,	
12	Planning & Resource Development	
13	Member, Residential Users Appeals Board	
14	<u>Member, Revenue Bond Oversight Committee</u>	
15	<u>Member, Rate Fairness Board</u>	
16	Executive Assistant to the General Manager	
17	<u>Internal Projects Manager</u>	
18	Contract Compliance Officer*	
19	Consultant**	
20		
21	Communications Division	
22	Director, Communications Division _s	All 1
23	<u>Deputy Director, Communications Division</u>	
24	Principal, Administrative Analyst, Communications	
25	Project Manager, IV, Coordinator of Citizen Involvement	

1		
2	Hetch Hetchy Water & Power	
3	General Manager, Hetch Hetchy	1
4	Maintenance Engineering Manager	1
5	Superintendent of Operations	1
6	Administrative Engineer	4
7	Utility Specialist	4
8	Water and Power Resources Manager	1
9	Maintenance and Repair Superintendent	4
10	Electrical Operation and Maintenance Superintendent	4
11	Power Generation Technician I	4
12	Power Generation Technician II	4
13	Senior Power Generation Technician	4
14	Power Generation Supervisor	4
15	Mechanical Shop and Equipment Superintendent	4
16	Water Quality Technician I/II	4
17	Senior Engineer	4
18	Engineer	4
19	Electrical Engineering Assistant	4
20	Engineering Associate II	4
21	Associate Engineer	4
22	Principal Administrative Analyst	4
23	Senior Administrative Analyst	4
24	Senior Management Assistant	4
25	Program Manager II	4

1	Site Manager	4
2		
3	Water Supply and Treatment Division	
4	Water Supply and Treatment Manager	1
5	Program Manager II	1
6	Land and Resource Manager	3
7	Water Construction and Maintenance Superintendent	3
8	Principal Engineer	3
9	Capital Program Liaison	2
10		
11	City Distribution Division	
12	City Distribution Division Manager	1
13	<u>Principal Administrative Analyst</u>	
14	Senior Administrative Analyst	1
15	Administrative Service Manager	1
16	Engineering Section Manager	3
17	Superintendent, Buildings and Grounds	3
18	Construction and Maintenance Superintendent	3
19	<u>Material Coordinator</u>	
20	Water Shops and Equipment Superintendent	3
21	Stores and Equipment Asst. Supervisor	3
22	Special Projects Manager	3
23		
24	Water Pollution Control Division	
25	Manager, Water Pollution Control	1

1	Deputy Manager, Water Pollution Control	1
2	Administrative Services Manager	2
3	Maintenance Manager	2
4	Sewage Treatment Plant Superintendent	2
5	Southeast Facility Executive Director	2
6	Acting Superintendent	2
7	Principal Engineer	2
8	Senior Stationary Engineer, Materials	2
9		
10	Water Quality Bureau	
11	Manager, Water Quality	1
12	Program Manager I	1
13	Program Manager II	1
14	Principal Engineer	1
15	Administrative Services Manager	1
16		
17	Customer Service	
18	Director, Customer Service	1
19	Water Conservation Administrator	3
20		
21	Utilities Engineering Bureau	All 1
22	Special Assistant XVII	
23	<i>Manager of Workforce Development</i>	
24	Manager, Utilities Engineering Bureau	
25	<i>Deputy Bureau Manager</i>	

BOARD OF SUPERVISORS

- 1 Manager of Projects
- 2 Principal Civil Engineer
- 3 Senior Engineer
- 4 Engineer
- 5 Program Manager III
- 6 Project Manager IV
- 7 CIP Program Manager

8

9 **Real Estate Services** All 1

- 10 Director, Real Estate Services
- 11 Senior Real Property Officer
- 12 Real Property Officer
- 13 Assistant Civil Engineer

14

15 **Financial Services** All 1

- 16 Director, Financial Services
- 17 Supervising Fiscal Officer
- 18 Senior Systems Accountant
- 19 Senior Administrative Analyst
- 20 Principal Administrative Analyst
- 21 Rate Administrator
- 22 Special Assistant XV
- 23 Director of Accounting
- 24 Budget Manager
- 25 Fiscal Officer

1		
2	Information Technology Services	All 1
3	Director, ITS	
4	IT Manager	
5	Principal Administrative Analyst	
6		
7	Human Resource Services	All 1
8	Director, Human Resource Services	
9	Manager, Labor Relations Unit	
10	Manager, Discipline Process Unit	
11	Manager, Staffing Unit	
12		
13	Bureau of Systems & Strategic Planning	All 1
14	Manager	
15	Legislative Affairs Manager	
16	Clean Water Planning Manager	
17	Water Resources Planning Manager	
18	Water Conservation Administrator	
19		
20	Bureau of Environmental Regulation and Management	
21	Bureau Manager	1
22	Administrative Engineer	2
23	Assistant Engineer	2
24	Associate Engineer	2
25	Principal Engineer	2

1	Water Quality Technician I/II	2
2	Wastewater Control Inspector	2
3	Supv. Wastewater Control Inspector	2
4	Principal Administrative Analyst	2
5	Program Manager I	2
6	Manager, Office of Health & Safety	1
7	Safety Officer	1

8

9 *All personnel, except clerical, assigned by the Human Rights Commission to the Public
 10 Utilities Commission to serve as Contract Compliance Officers shall comply with the filing
 11 requirements for Contract Compliance Officers under this Section (Sec. 3.1-365).

12

13 **With respect to consultants, the General Manager of Public Utilities may determine that a
 14 particular consultant is hired to perform a range of duties that fall within those required to
 15 comply with the disclosure requirements of this Conflict of Interest Code.

16

17 **SEC. 3.1-375. PUBLIC WORKS DEPARTMENT.**

18		
19	Designated Positions	Disclosure Categories
20	General Office	All 1
21	Director of Public Works	
22	Assistant to Director of Public Works	
23	Deputy Director of Public Works and Engineering	
24	Deputy Director of Public Works and Operations	
25	Director of Government and Public Affairs	

1	Assistant City Engineer	
2	Stores & Equipment Assistant Supervisor	
3	Manager VI	
4		
5	Office of Financial Management and Administration	All 1
6	Deputy Director for Financial Management and Administration	
7	Financial Manager	
8	Computer Services Division Manager	
9	Contract Section Manager	
10		
11	Bureau of Architecture	All 1
12	Bureau Manager—BOA	
13	Assistant City Architect	
14	Principal Architect	
15	Senior Architect	
16	Bureau of Architecture	
17	Architect	
18	Project Manager II	
19	Project Manager III	
20		
21	Bureau of Building Repair	All 1
22	Operations Bureau Superintendent—BBR	
23	Public Building Maintenance and Repair Assistant Superintendent	
24	Building and Grounds Maintenance Supervisor	
25	Assistant Mobile Equipment Supervisor	

BOARD OF SUPERVISORS

- 1 Cement Finisher Supervisor II
- 2 Glazier Supervisor I
- 3 Locksmith Supervisor I
- 4 Plumber supervisor II
- 5 Sheet Metal Supervisor II
- 6 Maintenance Planner
- 7 Carpenter Supervisor II
- 8 Electrician Supervisor II
- 9 Painter Supervisor II
- 10 Steam Filter Supervisor I
- 11 General Services Manager
- 12 Senior Stationary Engineer

13

14 **Bureau of Engineering**

All 1

- 15 Chief of Engineering
- 16 Principal Engineer
- 17 Project Manager I
- 18 Project Manager II
- 19 Project Manager III
- 20 Project Manager IV
- 21 Manager VI
- 22 Manager VIII
- 23 Program Manager I
- 24 Senior Engineer
- 25 Engineer

BOARD OF SUPERVISORS

- 1 Administrative Engineer
- 2 Associate Engineer
- 3 Senior Landscape Architect
- 4 Landscape Architect
- 5 Landscape Architectural Associate I
- 6 Landscape Architectural Associate II
- 7 Disability Access Coordinator
- 8 *Plan Checker*
- 9 Manager, Regulatory and Environmental Affairs

10

11 **Bureau of Environmental Services** All 1

- 12 Operations Bureau Superintendent—BSES
- 13 Street Cleaning and Planting Assistant Superintendent
- 14 Senior Environmental Control Officer
- 15 Environmental Control Officer
- 16 Street Environmental Services Operations Supervisor
- 17 Mobile Equipment Supervisor
- 18 Assistant Mobile Equipment Supervisor

19

20 **Bureau of Street and Sewer Repair** All 1

- 21 Operations Bureau Superintendent—BSSR
- 22 Assistant Superintendent of Streets and Sewer Repair
- 23 Mobile Equipment Supervisor
- 24 Assistant Mobile Equipment Supervisor
- 25 Asphalt Plant Supervisor I

- 1 Senior Stationary Engineer
- 2 Street Repair Supervisor II
- 3 Sewer Repair Supervisor

4

5 **Bureau of Construction Management**

All 1

- 6 Bureau Manager—BCM
- 7 Principal Engineer
- 8 Senior Engineer
- 9 Administrative Engineer
- 10 Engineer
- 11 Associate Engineer
- 12 Assistant Engineer
- 13 Chief Surveyor
- 14 Building Inspector
- 15 Senior Building Inspector
- 16 Construction Inspector
- 17 Cost Estimator
- 18 Junior Engineer
- 19 Program Manager I
- 20 Program Manager II
- 21 Consultants*

22

23 **Bureau of Street Use and Mapping**

All 1

- 24 Bureau Manager—BSM
- 25 Senior Plan Checker

- 1 Senior Engineer
- 2 Associate Engineer
- 3 Assistant Engineer
- 4 Chief Surveyor
- 5 Engineering Associate II
- 6 Street Inspector
- 7 Senior Street Inspector
- 8 Street Inspection Supervisor
- 9 Planner III
- 10 Project Manager I
- 11 Project Manager IV
- 12 Manager II
- 13 Manager IV
- 14 Manager V
- 15
- 16 **Bureau of Urban Forestry**
- 17 Bureau Superintendent
- 18 Assistant Bureau Superintendent
- 19 Assistant Mobile Equipment Supervisor
- 20 Street Environmental Services Operations Supervisor
- 21 Urban Forester
- 22 Tree Topper Supervisor II
- 23 Program Support Analyst
- 24
- 25

All 1

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

8
9 **SEC. 3.1-390. RECREATION AND PARK DEPARTMENT.**

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

20 (b) **Disclosure Category 3.** Persons in this category shall disclose all income from,
21 and investments in, any business entity which does business in the jurisdiction, or has done
22 business in the jurisdiction within two years prior to any time period covered by a statement of
23 economic interest, or which may foreseeably do business in the jurisdiction in the future, and
24 his or her status as a director, officer, partner, trustee, employee, or holder of any
25 management position in any such business entity.

	Designated Positions	Disclosure Categories
1		
2		
3	Recreation and Park Commissioners	1
4	General Manager	1
5	Executive Secretary to General Manager	2
6	Special Assistant XVI	1
7	Special Assistant XIII (Executive Assistant to the General Manager)	2
8	Recreation Superintendent	1
9	Parks Superintendent	1
10	Arboretum Director	2
11	Golf Director	2
12	Zoo Director	1
13	Property Manager	2
14	Director of Personnel	2
15	Director of Administration and Finance	1
16	Marina Manager	2
17	Capital Division Manager	1
18	Health & Safety Manager	2
19	Public Information Manger	2
20	Assistant Superintendent of Parks/Structural Maintenance	2
21	Assistant Superintendent of Parks	2
22	Assistant Superintendent Recreation	2
23	Assistant Recreation Supervisor	2
24	<i>Principial Recreation Supervisor</i>	2
25	IS Administrator—Supervisor	2

1	Principal Administrative Analyst	2
2	Senior Administrative Analyst	2
3	Architect	2
4	Planner IV	2
5	Chief Stationary Engineer	2
6	Principal Engineer	2
7	Commission Liaison	2
8	<u>Project Manager III</u>	<u>2</u>

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25

SEC. 3.1-395. REDEVELOPMENT AGENCY.

(a) **Disclosure Category 2.** Persons in this category shall disclose all sources of income, investments, and all business positions in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management.

(b) **Disclosure Category 3.** Persons in this category shall disclose all income from and investments in businesses that manufacture or sell supplies of the type utilized by the Agency.

(c) **Disclosure Category 4.** Persons in this category shall disclose all investments in and income from all banks, savings and loan associations, insurance companies, investment companies, stockbrokers, title companies, financial consultants, data processing firms or consultants, but shall not include personal checking or savings accounts or certificates of deposit.

(d) **Disclosure Category 5.** Persons in this category who come within the definition of consultant as stated below shall disclose all sources of income, interests in real property and investments.

1 "Consultant" means any natural person who provides, under contract, information,
 2 advice, recommendation or counsel to the Agency, provided, however, that "consultant" shall
 3 not include a person who:

4 (A) Conducts research and arrives at conclusions with respect to his or her rendition
 5 of information, advice, recommendation or counsel independent of the control and direction of
 6 the Agency or of any Agency official, other than normal contract monitoring; and

7 (B) Possesses no authority with respect to any Agency decision beyond the
 8 rendition of information, advice, recommendation or counsel.

Designated Positions*	Disclosure Categories
Accounting Supervisor	1
<i>Accountant III</i>	
Administrative Services Manager	1
Agency General Counsel	1
<i>Architect</i>	1
Architecture and Engineering Supervisor	1
<i>Assistant Deputy Executive Director, Housing</i>	1
Assistant Development Specialist	1
Assistant Harbormaster	2
Assistant Project Manager	1
<i>Associate Civil Engineer</i>	1
<i>Building/Construction Inspector I</i>	1
<i>Building/Construction Inspector II</i>	1
Citizens Advisory Committee	1
Civil Engineer (Project Engineers)	1

1	Commissioners	1
2	<u>Commission Secretary</u>	
3	Construction Coordinator	1
4	Consultants**	5
5	Contract Compliance Specialist I	1
6	Contract Compliance Specialist II	1
7	Contract Compliance Specialist III	1
8	Contract and Fiscal Services Manager	1
9	Deputy Executive Director	1
10	Deputy General Counsel	1
11	Development Services Manager	1
12	Development Specialist	1
13	Environmental Assessment Specialist	1
14	Executive Director	1
15	Financial Systems Accountant	4
16	<u>Harbormaster</u>	2
17	<u>Housing Construction Specialist</u>	
18	Human Resources Manager	1
19	Information Systems Supervisor	3, 4
20	<u>Management Assistant II</u>	
21	<u>Management Assistant III</u>	
22	<u>Personnel Analyst</u>	2
23	Planning Supervisor	1
24	Program Manager	1
25	Project Area Committee Members	1

1	Project Manager	1
2	Property Management Supervisor	1
3	Property Management Specialist	1
4	Public Affairs Officer	1
5	Purchasing Assistant	3
6	Records and Information Supervisor	2
7	Relocation Supervisor	1
8	Senior Architect	1
9	Senior Attorney	1
10	Senior Civil Engineer	1
11	Senior Development Specialist	1
12	Senior Development Specialist (Supervisor)	1
13	Senior Financial Analyst	1
14	Senior Landscape Architect	1
15	Senior Personnel Analyst	1
16	Senior Planner	1
17	Senior Project Manager	1
18	Staff Associate III	1
19	Staff Associate IV	1
20	Staff Associate V	1
21	Staff Associate VI	1
22	Staff Attorney I	1
23	Staff Attorney II	1
24		
25		

1 * While the listed titles of the designated positions are approved classification titles,
2 occasionally titles are changed or working titles are assigned. In these events, the new titles
3 will be substituted into this Code with the same disclosure categories, as were applicable to
4 the old titles.

5
6 ** With respect to consultants, the Executive Director may determine in writing that a
7 particular consultant is hired to perform a range of duties that is limited in scope and thus is
8 not required to comply with the disclosure requirements described in this Section. Such
9 determination shall include a description of the consultant's duties and, based upon that
10 description, a statement of the extent of the disclosure requirements. The Executive Director
11 shall forward a copy of this determination to the Clerk of the Board of Supervisors. Nothing
12 herein excuses any consultant from any other provisions of this Conflict of Interest Code.

13
14 **SEC. 3.1-410. RETIREMENT SYSTEM.**

15

16 Designated Positions	Disclosure Categories
17 Member, Retirement Board	See Sec. 3.1-500
18 Executive Director	See Sec. 3.1-500
19 Deputy Director	See Sec. 3.1-500
20 Executive Assistant to the Executive Director	1
21 Actuary	1
22 Deputy Director for Investments	See Sec. 3.1-500
23 Chief Accountant	1
24 Finance Manager	1
25 Retirement Information and Technology Manager	1

1	Senior Investment Officer	See Sec. 3.1-500
2	Administrator, Retirement Services	1
3	Security Analyst	1
4	Consultant*	1

5

6 * The executive director or executive officer may determine in writing that a particular
7 consultant, although a "designated position," is hired to perform a range of duties that is
8 limited in scope and thus is not required to comply fully with the disclosure requirements
9 described in this section. Such a determination shall include a description of the consultant's
10 duties and, based upon that description, a statement of the extent of disclosure requirements.
11 The executive director's or executive officer's determination is a public record and shall be
12 retained for public inspection in the same manner and location as this conflict of interest code.

13

14 **SEC. 3.1-420. SAN FRANCISCO UNIFIED SCHOOL DISTRICT.**

15 (a) **Disclosure Category 1.** Real Property. Persons in this category shall disclose
16 the following:

17 (1) Interests in real property which is located in whole or in part either:

18 (A) Within the boundaries of the District; or

19 (B) Within two miles of the boundaries of the District, including any leasehold,
20 beneficial or ownership interest or option to acquire such interest in real property, if the fair
21 market value of the interest is greater than \$1,000.

22 Interests in real property of an individual include a business entity's share of interest in
23 real property of any business entity or trust in which the designated employee or his or her
24 spouse owns directly, indirectly or beneficially, a 10 percent interest or greater.

25

1 (2) Investments in or income from business entities which are contractors or
2 subcontractors which are or have been within the previous two-year period engaged in the
3 performances of building construction or design within the District.

4 (3) Investments in or income from business entities engaged in the acquisition or
5 disposal of real property within the jurisdiction.

6 Investment includes any financial interest a pro rata share of investments of any
7 business entity or trust in which the designated employee or his or her spouse owns, directly,
8 indirectly or beneficially, a 10 percent interest or greater.

9 Investment does not include a time or demand deposit in a financial institution, shares
10 in a credit union, any insurance policy or any bond or other debt instrument issued by any
11 government or government agency. No investment or interest in real property is reportable
12 unless its fair market value exceeds \$1,000. No source of income is reportable unless the
13 income received by or promised to the public official aggregates \$250 in value during the
14 preceding 12-month reporting period.

15 (b) **Disclosure Category 2. Supplies and Equipment.** Persons in this category
16 shall disclose investments in or income from business entities which manufacture or sell
17 supplies, books, machinery or equipment of the type utilized by the department for which the
18 designated employee is manager or director. Investments include interests described in
19 Category 1.

20 (c) **Disclosure Category 3. Work or Services.** Persons in this category shall
21 disclose investments in or income from business entities which are contractors or
22 subcontractors engaged in the performance of work services of the type utilized by the
23 department for which the designated employee is manager or director. Investments include
24 the interests described in Category 1.

1	Designated Positions	Disclosure Categories
2	Members of the Board of Education	1, 2, 3
3	Superintendent of Schools	1, 2, 3
4	<i>Deputy Superintendent</i>	1, 2, 3
5	<i>Associate Superintendent</i>	1, 2, 3
6	Assistant Superintendent	1, 2, 3
7	Special Assistant to the Superintendent	1, 2, 3
8	Executive Assistant to the Superintendent	1, 2, 3
9	<i>Chief of Staff</i>	1, 2, 3
10	<i>Chief Operating Officer</i>	1, 2, 3
11	Chief Financial Officer/Director of Business Services	1, 2, 3
12	<i>Chief Administrative Officer</i>	1, 2, 3
13	<i>Chief Academic Officer</i>	1, 2, 3
14	<i>Chief of Development Officer</i>	1, 2, 3
15	<i>Chief Information Officer</i>	1, 2, 3
16	<i>Chief of Policy and Planning</i>	1, 2, 3
17	<i>Chief of School Operations</i>	1, 2, 3
18	<i>Bond Program Manager</i>	1, 2, 3
19	<i>Director, Budget Services</i>	1, 2, 3
20	Director, Transportation	2, 3
21	Director, Food Services	2, 3
22	Director, Buildings and Grounds	1, 2, 3
23	Director (Certificated)	1, 2, 3
24	Director, Facilities Planning	1, 2, 3
25	Director, Custodial Services	2, 3

1	<u>Executive Director, Facilities</u>	<u>1, 2, 3</u>
2	<u>Executive Director, Certificated</u>	<u>1, 2, 3</u>
3	<u>Executive Director, Educational Placement Center</u>	<u>1, 2, 3</u>
4	Program Director	1, 2, 3
5	Coordinator (Certificated)	1, 2, 3
6	Manager, Payroll Control	1, 2, 3
7	Manager, Data Processing	1, 2, 3
8	Project Manager II & III	1, 2, 3
9	Assistant Fiscal Officer	1, 2, 3
10	Principal Administrative Analyst	1, 2, 3
11	Head Accountant	1, 2, 3
12	Principal Accountant	1, 2, 3
13	Supervising Purchaser	1, 2, 3
14	Senior Purchaser	1, 2, 3
15	Purchaser	1, 2, 3
16	Architect	3
17	General Manager, KALW	2, 3

18

19 **SEC. 3.1-430. TELECOMMUNICATIONS AND INFORMATION SERVICES, DEPARTMENT**
 20 **OF.**

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

1		
2	Designated Positions	Disclosure Categories
3	<u>Member, Telecommunications Commission</u>	<u>1</u>
4	Executive Director	1
5	<u>Deputy Director of Policy & Planning</u>	<u>1</u>
6	Chief Administrative Officer	1
7	Chief Technology Officer	1
8	Chief Operations Officer	1
9	Director of Technology Operations Public Safety Services	1
10	Financial Services Manager	1
11	Procurement Manager	1
12	Network Technology Manager	1
13	Enterprise Services Manager	1
14	Contracts Administrator	2
15	Senior Policy Analyst	1
16	<u>Policy Analyst</u>	<u>2</u>
17	<u>Budget Development</u>	<u>1</u>
18	<u>Client Billing</u>	<u>1</u>

19

20 **SEC. 3.1-435. TRANSPORTATION AUTHORITY, SAN FRANCISCO COUNTY.**

21

22	Designated Positions	Disclosure Categories
23	Executive Director	All 1
24	<u>Chief Deputy Director</u>	
25	Deputy Director <u>for Finance & Administration</u>	

- 1 Deputy Director for Capital Projects
- 2 Deputy Director for Planning
- 3 Manager of Capital Projects-Controls
- 4 Senior Engineer
- 5 Assistant Engineer
- 6 Principal Planner
- 7 Senior Planner
- 8 Planner
- 9 Manager Accounting and Finance
- 10 Manager of Planning

11

12 **SEC. 3.1-440. TREASURE ISLAND DEVELOPMENT AUTHORITY.**

13 Designated Positions	Disclosure Categories
14 Members, <u>Board of Directors</u>	1
15 <u>Executive Director</u>	<u>1</u>

16

17 * Other Staff for the Treasure Island Development Authority file pursuant to Campaign
 18 and Governmental Conduct Code Section 3.1-3195.

19

20 Section 2. The San Francisco Campaign and Governmental Conduct Code is hereby
 21 amended by deleting Section 3.1-255 and 3.1-268, to read as follows:

22 ~~**SEC. 3.1-255. HAZARDOUS MATERIALS ADVISORY COMMITTEE.**~~

23 ~~**Disclosure Category 2.** Persons in this category shall disclose all interests in real property~~
 24 ~~which has an existing, proposed or abandoned storage facility of hazardous materials, as defined by~~
 25 ~~Sections 1110 et seq. of the San Francisco Health Code, and all business positions in business entities~~

1 which are subject to the regulatory, permit or licensing provisions of the Hazardous Materials Permit
2 and Disclosure Ordinance. An official occupies a "business position" if he or she is a director, officer,
3 partner, trustee, employee or holds any position of management.
4

5 **Designated Positions** _____ **Disclosure Categories**

6 **Member** _____ **2**
7

8 ~~SEC. 3.1-268. HIV HEALTH SERVICE PLANNING COUNCIL- RYAN WHITE CARE~~
9 ~~COUNCIL.~~

11 **Designated Positions** _____ **Disclosure Categories**

12 **Member** _____ **1**
13

14 Section 3. The San Francisco Campaign and Governmental Conduct Code is hereby
15 amended by adding Sections 3.1-163, 3.1-207, 3.1-222, and 3.1-267 to read as follows:
16

17 SEC. 3.1-163. CHILDREN, YOUTH AND THEIR FAMILIES, DEPARTMENT OF
18

19 Designated Positions _____ Disclosure Categories

20 Executive Director _____ 1
21

22 SEC. 3.1-207. ECONOMIC DEVELOPMENT, MAYOR'S OFFICE OF
23

24 Designated Positions _____ Disclosure Categories

25 Executive Director _____ All 1

1 Director, Base Re-use and Development

2 Director, Public Finance

3 Project Directors

4 Project Managers

5

6 **SEC. 3.1-222. ENTERTAINMENT COMMISSION.**

7

8 **Designated Positions** **Disclosure Categories**

9 Commissioner 1

10 Executive Director 1

11 Assistant Executive Director 1

12 Permit Administrator 1

13 Sound Technician 1

14

15 **SEC. 3.1-267. HEALTH SERVICE SYSTEM**

16

17 **Designated Positions** **Disclosure Categories**

18 Health Service Board Member 1

19 Director, Health Service System 1

20

21 APPROVED AS TO FORM:
22 DENNIS J. HERRERA, City Attorney

23 By: 
24 CHAD A. JACOBS
25 Deputy City Attorney



City and County of San Francisco

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tails Ordinance

File Number: 041570

Date Passed:

Ordinance amending Chapter 1 of Article III of the Campaign and Governmental Conduct Code by amending sections 3.1-109, 3.1-110, 3.1-120, 3.1-140, 3.1-145, 3.1-150, 3.1-155, 3.1-170, 3.1-175, 3.1-195, 3.1-205, 3.1-218, 3.1-230, 3.1-245, 3.1-265, 3.1-270, 3.1-275, 3.1-280, 3.1-285, 3.1-310, 3.1-315, 3.1-325, 3.1-335, 3.1-340, 3.1-345, 3.1-350, 3.1-365, 3.1-375, 3.1-390, 3.1-395, 3.1-410, 3.1-420, 3.1-430, 3.1-435, and 3.1-440; deleting sections 3.1-255 and 3.1-268; and adding section 3.1-222 to update the list of designated employees who must file financial disclosure statements and to modify the applicable disclosure categories.

May 10, 2005 Board of Supervisors — PASSED ON FIRST READING

Ayes: 11 - Alioto-Pier, Ammiano, Daly, Dufty, Elsbernd, Ma, Maxwell, McGoldrick, Mirkarimi, Peskin, Sandoval

May 17, 2005 Board of Supervisors — FINALLY PASSED

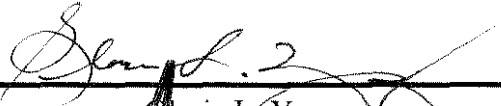
Ayes: 11 - Alioto-Pier, Ammiano, Daly, Dufty, Elsbernd, Ma, Maxwell, McGoldrick, Mirkarimi, Peskin, Sandoval

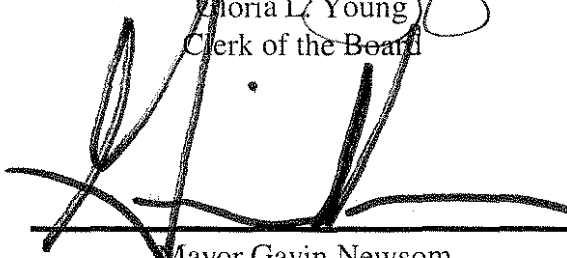
File No. 041570

I hereby certify that the foregoing Ordinance was FINALLY PASSED on May 17, 2005 by the Board of Supervisors of the City and County of San Francisco.

05-25-05

Date Approved


Gloria L. Young
Clerk of the Board


Mayor Gavin Newsom