
Note: This entire code is new.

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

SUPERVISOR KAUFMAN, NEWSOM
BOARD OF SUPERVISORS
Section 1. The San Francisco Campaign And Governmental Conduct Code is hereby enacted by enacting Articles I through III, to read as follows:

THE SAN FRANCISCO CAMPAIGN AND GOVERNMENTAL CONDUCT CODE

ARTICLE I: ELECTION CAMPAIGNS

CHAPTER I: CAMPAIGN FINANCE

SEC. 1.100. PURPOSE AND INTENT. (a) Huge sums of moneys often are necessary to finance American election campaigns. Inherent to the high cost of election campaigning is the problem of improper influence, real or potential, exercised by campaign contributors over elected officials. In addition, this fundraising distracts public officials seeking reelection from focusing upon important public matters, encourages contributions which may have a corrupting influence, and gives incumbents an unfair fundraising advantage over potential challengers. These developments undermine the integrity of the governmental process, the competitiveness of campaigns and public confidence in local officials.

(b) It is the purpose and intent of the Board of Supervisors of the City and County of San Francisco in enacting this Chapter to (1) place realistic and enforceable limits on the amount individuals may contribute to political campaigns in municipal elections and to provide full and fair enforcement of all the provisions in this Chapter; (2) ensure that all individuals and interest groups in our city have a fair opportunity to participate in elective and governmental processes; (3) create an incentive to limit overall expenditures in campaigns, thereby reducing the pressure on candidates to raise large campaign war chests for defensive purposes beyond the amount necessary to communicate reasonably with voters; (4) reduce the

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advantage of incumbents and thus encourage competition for elective office; (5) allow candidates and officeholders to spend a smaller proportion of their time on fundraising and a greater proportion of their time dealing with issues of importance to their constituents' community; (6) ensure that serious candidates are able to raise enough money to communicate their views and positions adequately to the public, thereby promoting public discussion of the important issues involved in political campaigns; (7) limit contributions to eliminate or reduce the appearance or reality that large contributors may exert undue influence over elected officials; and (8) help restore public trust in governmental and electoral institutions.

(c) This Chapter is enacted in accordance with the terms of Sections 5 and 7 of Article XI of the Constitution of the State of California and Section 1.101 of the Charter of the City and County of San Francisco. (Amended by Ord. 114-76, App. 4/2/76; amended by Proposition N, 11/7/95)

SEC. 1.102. CITATION. This Chapter may be cited as the San Francisco Campaign Finance Reform Ordinance. (Amended by Ord. 114-76, App. 4/2/76; amended by Proposition N, 11/7/95)

SEC. 1.104. DEFINITIONS. Whenever in this Chapter the following words or phrases are used, they shall mean:

(a) "Candidate" shall mean any individual listed on the ballot for election to any City and County elective office or who otherwise has taken affirmative action to seek nomination or election to such office.

(b) "Charitable organization" shall mean an entity exempt from taxation pursuant to Title 26, Section 501 of the United State Code.
(c) "Committee" shall mean any person acting, or any combination of two or more persons acting jointly, in behalf of or in opposition to a candidate or to the qualification for the ballot or adoption of one or more measures.

(d) "Contribution" shall be defined as set forth in Government Code of the State of California (commencing at Section 81000); provided, however, that "contribution" shall include loans of any kind or nature.

(e) "Election" shall mean any primary, general or runoff municipal election held in the City and County of San Francisco for City elective office. With respect to the offices of Public Defender and Assessor, primary and general elections are separate elections for purposes of this ordinance. The primary election period for these offices shall extend from January 1 of the first year of an election cycle up to and including the date of the primary election, and the general election period for these offices shall extend from the day following the primary election up to and including December 31 of the fourth year of the election cycle. With respect to the offices of Mayor, City Attorney, District Attorney, Sheriff, Treasurer and Supervisor, general and runoff elections are separate elections for the purposes of this ordinance. The general election period shall extend from January 1 of the first year of an election cycle up to and including the date of the general election, and the runoff election period shall extend from the date of the general election up to and including December 31 of the fourth year of the election cycle.

(f) "Enforcement authority" shall mean the District Attorney of the City and County of San Francisco for criminal enforcement and the City Attorney for civil enforcement. Nothing in this Chapter shall be construed as limiting the authority of any law enforcement agency or prosecuting attorney to enforce the provisions of this Chapter under any circumstances where such law enforcement agency or prosecuting attorney otherwise has lawful authority to do so.

(g) "Measure" shall mean any City and County Charter amendment or other...
election, whether by initiative, referendum or recall procedure or otherwise, or circulated for purposes of submission to a popular vote at any election, whether or not the proposition qualifies for the ballot.

(h) "Person" shall mean any individual, partnership, corporation, association, firm, committee, club or other organization or group of persons, however organized.

(i) "City elective office" shall include and be limited to the offices of Mayor, Member of the Board of Supervisors, City Attorney, District Attorney, Treasurer, Sheriff, Assessor, Public Defender, Member of the Board of Education of the San Francisco Unified School District and Member of the Governing Board of the San Francisco Community College District.

(j) "Election cycle" shall mean a four-year period preceding a term of office as defined by the San Francisco Charter, beginning on January 1, and ending on December 31 of the fourth year thereafter.

(k) "Qualified campaign expenditure" for candidates includes all of the following:

(1) Any expenditure made by a candidate, officeholder or committee controlled by the candidate or officeholder, for the purpose of influencing or attempting to influence the actions of the voters for or against the election of any candidate for City elective office;

(2) A nonmonetary contribution provided to the candidate, officeholder or committee controlled by the candidate or officeholder;

(3) That portion of the total cost of a slate mailing or mailing of other campaign literature produced or authorized by more than one candidate which is the cost actually paid or incurred by the committee or controlled committee of the candidate. (Amended by Ord. 361-80, App. 8/5/80; Ord. 365-94 App. 10/28/94; amended by Proposition N, 11/7/95)

SEC. 1.106. ADOPTION OF GENERAL LAW — EXCEPTIONS. Except as otherwise provided in this Chapter, the provisions of Title 9 of Government Code of the State of

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California (commencing at Section 81000), including the penal provisions thereof, shall be applicable to any election held in the City and County of San Francisco. (Amended by Ord. 114-76, App. 4/2/76)

SEC. 1.108. CAMPAIGN CONTRIBUTION TRUST ACCOUNT — ESTABLISHMENT.
Each campaign treasurer shall establish a campaign contribution trust account for the candidate or committee at an office of a bank located in the City and County of San Francisco, the account number and branch identification of which shall be filed with the Ethics Commission within 10 days of the establishment thereof. All of the expenditures by the candidate or committee for the City elective office sought shall be made from that account. (Amended by Ord. 114-76, App. 4/2/76; amended by Proposition N, 11/7/95; Ord. 386-95, App. 12/14/95)

SEC. 1.110. CAMPAIGN STATEMENTS — PUBLIC INSPECTION AND COPYMAKING. Campaign statements are to be open for public inspection and reproduction at the office of the Ethics Commission during regular business hours and from 10:00 a.m. to 5:00 p.m. on the Saturday preceding an election. (Amended by Ord. 114-76, App. 4/2/76; Ord. 386-95, App. 12/14/95)

SEC. 1.112. CAMPAIGN STATEMENTS — RETENTION. Every campaign statement required to be filed in accordance with Section 1.106 shall be preserved by the Ethics Commission for at least four years from the date upon which it was required to be filed under the terms of this Chapter. (Amended by Ord. 114-76, App. 4/2/76; Ord. 386-95, App. 12/14/95)
SEC. 1.114. CAMPAIGN CONTRIBUTIONS — LIMITATIONS. (a) No person other than a candidate shall make, and no campaign treasurer shall solicit or accept, any contribution which will cause the total amount contributed by such person with respect to a single election in support of or opposition to such candidate, including contributions to political committees supporting or opposing such candidate, to exceed $150.

(b) For candidates who adopt the expenditure ceilings as defined in Section 1.128 of this Chapter, no person other than a candidate shall make, and no campaign treasurer shall solicit or accept, any contribution which will cause the total amount contributed by such person with respect to a single election in support of or opposition to such candidate, including contributions to political committees supporting or opposing such candidate, to exceed $500.

(c) Each campaign treasurer who receives a contribution which exceeds the limit imposed by this Section shall pay promptly, from available campaign funds, if any, the amount received in excess of the amount permitted by this Section to the City Treasurer for deposit in the General Fund of the City and County.

(d) A contribution shall not be considered to be received if it is not negotiated, deposited, or utilized, and in addition it is returned to the donor within 72 hours of receipt. In the case of a late contribution as defined in Government Code Section 82036, it shall not be deemed received if it is returned to the contributor within 48 hours of receipt.

(e) This Section shall not apply to any in-kind contribution of television or radio airtime to any candidate or committee granted to said candidate or committee pursuant to the “Fairness Doctrine” articulated in Cullman Broadcasting, 40 FCC 576 (1963). (Amended by Ord. 79-83, App. 2/18/83; amended by Proposition N, 11/7/95)

SEC. 1.116. LIMITS ON CONTRIBUTIONS TO CONTROLLED COMMITTEES.

(a) No person other than a candidate or elected City and County officer shall make,
and no controlled committee treasurer shall solicit or accept, any contribution which will cause the total amount contributed by such person to a controlled committee of the candidate or elected City and County officer to exceed $500.

(b) If any person is found guilty of violating the terms of this Section, each controlled committee treasurer who received part or all of the contribution or contributions which constitute the violation shall pay promptly, from available campaign funds, if any, the amount received from such person in excess of the amount permitted by this Section to the City and County Treasurer for deposit in the General Fund of the City and County.

(c) This Section shall not apply to any in-kind contribution of radio or television airtime to any controlled committee granted to said candidate or committee pursuant to the “Fairness Doctrine.” (Added by Ord. 365-94, App. 10/28/94)

SEC. 1.118. MUNICIPAL RUN-OFF ELECTION. All provisions of this Chapter, unless specified otherwise herein, shall be applicable in any municipal run-off for any City and County office. In addition, the following provisions shall be applicable in any such municipal run-off election:

(a) No person other than a candidate shall make, and no campaign treasurer shall solicit or accept, any contribution which will cause the total amount contributed by such person in the municipal run-off election in support of or opposition to such candidate, including contributions to political committee supporting or opposing such candidate, to exceed $100.

(b) For candidates who adopt the expenditure ceilings as defined in Section 1.128 of this Chapter, no person other than a candidate shall make, and no campaign treasurer shall solicit or accept, any contribution which will cause the total amount contributed by such person in the municipal run-off election in support of or opposition to such candidate, including contributions to political committee supporting or opposing such candidate, to exceed $250.

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(c) Each campaign treasurer who receives a contribution which exceeds the limit imposed by this Section shall pay promptly, from available campaign funds, if any, the amount received in excess of the amount permitted by this Section to the City Treasurer for deposit in the General Fund of the City and County.

(d) No person shall make, and no campaign treasurer shall solicit or accept, any contribution in connection with a run-off election for a City elective office until the day following the date of the general election for that office.

(e) The amount a person may contribute in support of or opposition to a candidate in connection with a run-off election shall be controlled solely by the limits imposed by this Section without regard to the amount said person contributed in support of or opposition to the candidate in the general election.

(f) Any candidate who qualifies for a run-off election may utilize unexpended campaign funds from the general election campaign for the run-off election, provided that the applicable expenditure ceilings shall continue to apply.

(g) A contribution shall not be considered to be received if it is not negotiated, deposited, or utilized, and in addition it is returned to the donor within 72 hours of receipt. In the case of a late contribution as defined in Government Code Section 82036, it shall not be deemed received if it is returned to the contributor within 48 hours of receipt. (Amended by Ord. 174-80, App. 5/2/80; amended by Proposition N, 11/7/95)

SEC. 1.120. POST-ELECTION LEGAL PROCEEDINGS. All provisions of this Chapter, unless specified otherwise herein, shall be applicable in any post-election recounts, election contests or other proceedings held pursuant to law. In addition, the following provisions shall be applicable in any such post-election legal proceedings:

(a) No person other than a candidate shall make, and no campaign treasurer shall
solicit or accept, any contribution which will cause the total amount contributed by such
person in post-election legal proceedings in support of or opposition to candidates, including
contributions to political committees supporting or opposing such candidate, to exceed, in
addition to the contribution limit contained in Sections 1.114 and 1.118, $100.

(b) Notwithstanding any other provision of this Chapter to the contrary, for the
purposes of conducting post-election recounts, election contests or other proceedings held
pursuant to law, the delivery of in-kind legal services by lawyers in support of or in opposition
to candidates, including in-kind contributions to political committees supporting or opposing
candidates, shall not be subject to any contribution limitations set forth in this Chapter.

(c) If any person is found guilty of violating the terms of this Section, each campaign
treasurer who received part or all of the contribution or contributions which constitute the
violation shall pay promptly, from available campaign funds, if any, the amount received from
such person in excess of the amount permitted by this Section to the City and County
Treasurer for deposit in the General Fund of the City and County. (Added by Ord. 81-83, App.
2/25/83)

SEC. 1.122. SOLICITATION OR ACCEPTANCE OF CAMPAIGN CONTRIBUTIONS
— LIMITATIONS. No intended candidate for any public office of the City and County, and no
committee acting on behalf of a candidate, shall solicit or accept, or cause to be solicited or
accepted, any contribution unless and until said candidate shall have filed a declaration of
intention to become a candidate for a specific City and County office with the Department of
Elections on a form to be prescribed by the Director of Elections; provided, however, that in
any election in which members of the Board of Supervisors are elected by votes cast in a
district, the office of a member of the Board of Supervisors shall be deemed to be a specific
office of the City and County.
No person shall file a declaration of intention to become a candidate for more than one
elective office of said City and County. For the purposes of this Section a committee acting
on behalf of a candidate need not be controlled by or acting under the authorization of the
candidate.

Except as provided below, any contributions solicited or accepted under this Section
shall be expended only on behalf of the candidacy for the office specified in said declaration of
intention to become a candidate. Contributions solicited or accepted under this Section for
one individual shall not be expended for the candidacy of any other individual or in support of
or opposition to any measure. If an individual ceases to be a candidate or fails to qualify
under the provisions of the Charter for an office for which contributions have been solicited or
accepted, then all unexpended contributions shall be returned on a pro rata basis to those
persons who have made said contributions or donated to the General Fund of the City and
County of San Francisco.

Unexpended contributions held by a candidate or committee after the date of the
election in which said candidate or measure appeared on the ballot may be returned on a pro
rata basis to those persons who have made said contributions, donated to a charitable
organization, donated to the General Fund of the City and County of San Francisco, or as
contributions to a candidate or a committee acting on behalf of a candidate, transferred to any
legally constituted committee established by or on behalf of the candidate, pursuant to the
(Amended by Ord. 80-83, App. 2/18/83; Ord. 224-96, App. 6/7/96)

SEC. 1.124. PERSONS PROHIBITED FROM MAKING CONTRIBUTIONS IN THE
NAME OF ANOTHER. (a) No contribution of $100 or more other than an in-kind contribution
shall be made unless by written instrument containing the name of the donor and the name of
the payee.

(b) No contribution shall be made, directly or indirectly, by any person in a name other than the name by which such person is identified for legal purposes.

(c) Any candidate who receives a contribution made in violation of this Section shall pay promptly, from available campaign funds, the amount of the contribution to the City Treasurer for deposit in the General Fund of the City and County. (Added by Proposition N, 11/7/95)

SEC. 1.126. CONTRACTORS DOING BUSINESS WITH THE CITY PROHIBITED FROM MAKING CONTRIBUTIONS. No person who contracts with the City and County of San Francisco, for the rendition of personal services, for the furnishing of any material, supplies or equipment to the City, or for selling any land or building to the City, whenever such transaction would require approval by a City elective officer, or the board on which that City elective officer serves, shall make any contribution to such an officer, or candidate for such an office, or committee controlled by such officer or candidate at any time between commencement of negotiations and either the completion of, or the termination of, negotiations for such contract. (Added by Proposition N, 11/7/95)

SEC. 1.128. EXPENDITURE CEILINGS. All candidates for City elective office who adopt campaign expenditure ceilings as defined below are permitted the higher contribution limits as defined in Sections 1.114(b) and 1.118(b). Before accepting any contributions at the higher contribution limits, candidates who adopt voluntary expenditure ceilings must first file a statement with the Department of Elections indicating acceptance of the expenditure ceiling. Said statement shall be filed no later than the deadline for filing nomination papers with the Department of Elections, and once filed may not be withdrawn. This statement is a public

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The Department of Elections shall cause to be published in the Voter Information Pamphlet, on the same page as appears the candidate's statement of qualifications, a notice informing voters whether the candidate has adopted the voluntary expenditure ceiling. (Added by Proposition N, 11/7/95)

[Editor's Note: Prior to the adoption of the 1996 Charter, the "Department of Elections" was called the "Registrar of Voters." References to the "Registrar of Voters" have been changed to reflect the new name.]

SEC. 1.130. AMOUNT OF EXPENDITURE CEILINGS. (a) In primary elections, any candidate for Assessor or Public Defender who agrees to expenditure ceilings shall not make total qualified campaign expenditures exceeding $175,000. In general elections, any candidate for Assessor or Public Defender who agrees to expenditure limits shall not make total qualified campaign expenditures exceeding $100,000.

(b) In general elections, any candidate for Mayor who agrees to expenditure ceilings shall not make total qualified campaign expenditures exceeding $600,000. In run-off elections, any candidate for Mayor who agrees to expenditure limits shall not make total qualified campaign expenditures exceeding $400,000.

(c) In general elections, any candidate for City Attorney, District Attorney, Treasurer or Sheriff who agrees to expenditure ceilings shall not make total qualified campaign expenditures exceeding $175,000. In run-off elections, any candidate for City Attorney, District Attorney, Treasurer or Sheriff who agrees to expenditure limits shall not make total qualified campaign expenditures exceeding $100,000.

(d) In general elections, any candidate for the Board of Supervisors who agrees to expenditure ceilings shall not make total qualified campaign expenditures exceeding $75,000.

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In run-off elections, any candidate for the Board of Supervisors who agrees to expenditure limits shall not make total qualified campaign expenditures exceeding $20,000.

(e) Any candidate for the Board of Education of the San Francisco Unified School District or the Governing Board of the San Francisco Community College District who agrees to expenditure ceilings shall not make total qualified campaign expenditures exceeding $75,000.

(f) The Ethics Commission is authorized to adjust annually the expenditure ceilings imposed by this Section to reflect the change in the California Consumer Price Index for that year. (Added by Proposition N, 11/7/95)

SEC. 1.132. TIME PERIODS FOR EXPENDITURES. (a) For purposes of the expenditure ceilings for the offices of Assessor and Public Defender, qualified campaign expenditures made at any time on or before the date of the primary shall be considered primary election expenditures, and qualified expenditures made after date of the primary election shall be considered general election expenditures. However, in the event that payments are made but the goods or services are not used during the period purchased, the payments shall be considered qualified campaign expenditures for the time period in which they are used. Payments for goods or services used during both time periods shall be prorated.

(b) For purposes of the expenditure ceilings for the offices of City Attorney, District Attorney, Treasurer, Sheriff and Supervisor, qualified campaign expenditures made at any time before the general election shall be considered general election expenditures, and qualified expenditures made after the general election shall be considered run-off election expenditures. However, in the event that payments are made but the goods or services are not used during the period purchased, the payments shall be considered qualified campaign expenditures.
expenditures for the time period in which they are used. Payments for goods or services used
during both time periods shall be prorated. (Added by Proposition N, 11/7/95)

SEC. 1.134 EXPENDITURE CEILINGS LIFTED. (a) If a candidate declines to accept
expenditure ceilings and receives contributions or makes qualified campaign expenditures in
excess of 50 percent of the applicable expenditure ceiling, or if an independent expenditure
committee or committees in the aggregate spend in support of or in opposition to a candidate
more than 25 percent of the applicable expenditure ceiling, the applicable expenditure limit
shall no longer be binding on any candidate seeking election to the same office, and any
candidate running for the same office who accepted expenditure limits shall be permitted to
continue to receive contributions at the amount set for such candidates in Section 1.114(b) or
1.118(b).

(b) Any candidate who declines to adopt the voluntary expenditure ceiling and who
receives contributions, makes expenditures or has funds in his campaign trust account that
exceed 50 percent of the applicable expenditure ceiling shall, within 24 hours of exceeding 50
percent of the applicable expenditure ceiling, file a statement with the Ethics Commission, on
forms to be provided by the Ethics Commission, stating that fact and any additional
information required by the Ethics Commission. Within 24 hours after receiving such notice,
the Ethics Commission shall inform every other candidate for that office by registered mail,
return receipt requested, that the campaign ceiling has been lifted.

(c) Any independent expenditure committee that spends in support of or in
opposition to a candidate more than 25 percent of the applicable expenditure ceiling shall,
within 24 hours of reaching this threshold, file a statement with the Ethics Commission, on
forms to be provided by the Ethics Commission, stating that fact and any additional
information required by the Ethics Commission. Thereafter, any such committee shall file a
supplemental statement with the Ethics Commission each time the independent expenditure
committee spends in support of or in opposition to such candidate an additional 5 percent of
the applicable expenditure ceiling. The supplemental statements shall be filed within 24 hours
of reaching these spending thresholds. (Added by Proposition N, 11/7/95)

SEC. 1.136. INDEPENDENT EXPENDITURES FOR MASS MAILINGS, SLATE
MAILINGS OR OTHER CAMPAIGN LITERATURE. Any person who makes independent
expenditures for a mass mailing, slate mailing or other campaign materials which support or
oppose any candidate for City elective office shall place the following statement on the mailing
or materials in typeface no smaller than 14 points:

Notice to Voters
(Required by City and County of
San Francisco)
This mailing is not authorized or approved
by any candidate for City and County office
or by any election official.
It is paid for by
(name and committee identification
number).
(address, city, state).
Total cost of this mailing is (amount)
(Added by Proposition N, 11/7/95)
SEC. 1.138  DUTIES OF ETHICS COMMISSION. In addition to other duties required under the Charter and the terms of this Chapter, the Ethics Commission shall:

(a) Prepare and publish written instructions explaining the duties of persons, candidates and committees under this Chapter.

(b) Determine whether required statements and declarations have been filed with the Ethics Commission, and, if so, whether they conform on their face with the requirements of this Chapter.

(c) Notify promptly all persons, candidates and committees known to the Ethics Commission who have failed to file a statement in the form and at the time required by Section 1.106 hereof.

(d) Report apparent violations of this Chapter to the District Attorney.

(e) Compile and maintain a current list of all statements or parts of statements filed with the Ethics Commission pertaining to each candidate and each measure.

(f) Cooperate with the District Attorney in the performance of the duties of the District Attorney as they are related to this Chapter.

(g) Enforce or cause to be enforced the provisions of this Chapter.

(h) Prepare and publish adequate procedures to notify all persons, candidates and committees in advance relative to filing dates and forms required by Section 1.106 hereof.

(Amended by Ord. 292-76, App. 7/17/76; Ord. 386-95, App. 12/14/95)

SEC. 1.140. DUTIES OF ENFORCEMENT AUTHORITY. In addition to the other duties required of him or her under the provisions of this Chapter, the enforcement authority for civil enforcement shall review such campaign statements filed with the Ethics Commission as the Commission shall refer to him or her for legal compliance with the provisions of this Chapter. (Amended by Ord. 361-80, App. 8/5/80; Ord. 386-95, App. 12/14/95)
SEC. 1.142. DISTRICT ATTORNEY — COMPLAINTS, LEGAL ACTION,

INVESTIGATORY POWERS, CITY ATTORNEY ADVICE. (a) Any person who believes that a violation of any portion of this Chapter has occurred may file a complaint with the District Attorney. If the District Attorney determines that there is reason to believe a violation of this Chapter has occurred, he or she shall make an investigation. Whenever the District Attorney has reason to believe a willful violation of this Chapter has occurred or is about to occur, he or she may institute such legal action at such time as he or she deems necessary to prevent further violations.

(b) The District Attorney shall have such investigative powers as are necessary for the performance of the duties prescribed in this Chapter and may demand, and be furnished, records of campaign contributions and expenses at any time.

(c) Any person may request the City Attorney for advice with respect to any provision of this Chapter. The City Attorney shall within 14 days of the receipt of said written request provide the advice in writing or advise the person who made the request that no opinion will be issued. The City Attorney shall send a copy of said request to the District Attorney upon its receipt.

(d) The City Attorney shall within nine days from the date of the receipt of said written request send a copy of his or her proposed opinion to the District Attorney. The District Attorney shall within four days inform the City Attorney whether he or she agrees with said advice, or state the basis for his or her disagreement with the proposed advice.

(e) No person other than the City Attorney who acts in good faith on the advice of the City Attorney shall be subject to criminal or civil penalties for so acting; provided that, the material facts are stated in the request for advice and the acts complained of were committed either in reliance on the advice or because of the failure of the City Attorney to provide advice within 14 days of the request or such later extended time. (Amended by Ord. 361-80, App.)
SEC. 1.144. PENALTIES. (a) Any person who knowingly or willfully violates any provision of this Chapter shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine of not more than $500 or by imprisonment in the County jail for a period of not more than six months or by both such fine and imprisonment; provided, however, that any willful or knowing failure to report contributions or expenditures done with intent to mislead or deceive or any willful or knowing violation of the provisions of Section 1.114 or Section 1.118 of this Chapter shall be punishable by a fine of not less than $500 or three times the amount not reported or the amount received in excess of the amount allowable pursuant to Section 1.114 or Section 1.118 of this Chapter, or three times the amount expended in excess of the amount allowable pursuant to Section 1.130, whichever is greater.

(b) Any person who intentionally or negligently violates any of the reporting requirements or contribution or expenditure limitations set forth in this Chapter shall be liable in a civil action brought by the civil prosecutor for an amount up to $500 or three times the amount not reported or the amount received in excess of the amount allowable pursuant to Section 1.114 or Section 1.118, or three times the amount expended in excess of the amount allowable pursuant to Section 1.130, whichever is greater. (Amended by Ord. 361-80, App. 8/5/80; amended by Proposition N, 11/7/95)

SEC. 1.146. EFFECT OF VIOLATION ON OUTCOME OF ELECTION. If a candidate is convicted of a violation of this Chapter at any time prior to his or her election his or her candidacy shall be terminated immediately and he or she shall be no longer eligible for election, unless the court at the time of sentencing specifically determines that this provision shall not be applicable.
No person convicted of a misdemeanor under this Chapter after his or her election shall be a candidate for any other City and County office for a period of five years following the date of the conviction unless the court shall at the time of sentencing specifically determine that this provision shall not be applicable.

A plea of nolo contendere shall be deemed a conviction for purposes of this Section.

(Amended by Ord. 361-80, App. 8/5/80)

SEC. 1.148. EFFECT OF VIOLATION ON CERTIFICATION OF ELECTION

RESULTS. The Director of Elections shall not issue any certificate of nomination or election to any candidate until his or her campaign statements required in Section 1.106 have been filed. (Amended by Ord. 114-76, App. 4/2/76)

SEC. 1.150. RULES OF CONSTRUCTION. This Chapter shall be construed liberally in order to effectuate its purposes. No error, irregularity, informality, neglect or omission of any officer in any procedure taken under this Chapter which does not directly affect the jurisdiction of the Board of Supervisors or the City and County to control campaign contributions shall avoid the effect of this Chapter. (Amended by Ord. 114-76, App. 4/2/76)

SEC. 1.152. SEVERABILITY. If any provision of this Chapter, or the application thereof to any person or circumstance, is held invalid, the validity of the remainder of the Chapter and the applicability of such provisions to other persons and circumstances shall not be affected thereby. (Amended by Ord. 114-76, App. 4/2/76)
CHAPTER 2:  
PROHIBITION ON MULTIPLE CAMPAIGN ACCOUNTS  

SEC. 1.200. PROHIBITION ON MULTIPLE CAMPAIGN ACCOUNTS. An officer of the City and County of San Francisco, or any person or committee on behalf of an officer of the City and County of San Francisco, is hereby prohibited from establishing any account, other than a campaign fund, for the solicitation and expenditure of funds. Nothing in this section shall prohibit an officer from spending personal funds on official or related business activities.

(a) An account established by an officer or on behalf of an officer of the City and County of San Francisco is defined as any account used to pay expenses incurred directly in connection with carrying out the usual and necessary duties of holding office, including but not limited to, travel between an officer’s residence and public office, meetings with constituents which are not campaign related meetings, salary payments to staff for other than campaign activities, office promotional materials, advertising, mailings, postage, and paid radio or television airtime.

(b) Any and all monies, services, rewards, gifts or anything of monetary value, accepted or received by an officer or on behalf of an officer, except monies, services, rewards, gifts or anything of monetary value accepted or received from or as a result of the officer’s personal or business activities, unrelated to his or her office, shall be deposited, credited or otherwise reported to a campaign fund established by the officer and shall be subject to the provisions contained in Section 1.114 of this Code.

(c) This Section shall not be applied retroactively. Funds held in officeholder accounts, or accounts on behalf of any officer, existing on November 2, 1993, may be expended on official or business related activities notwithstanding this Section. No further
deposits, transfer, credits or other additions to the balance of the account shall be made. Upon depletion of all available funds in the officer’s account, the account shall be closed.

[Editor’s Note: This Chapter, which was adopted by the San Francisco voters on November 2, 1993, was formerly codified as Section 8 of Appendix K to the 1932 Charter.]

CHAPTER 3: CAMPAIGN DISCLOSURE

SEC.1.300. FINDINGS AND PURPOSE. (a) State and local law require candidates, persons supporting or opposing ballot measures and certain other types of committees to file campaign finance statements with the Ethics Commission detailing the sources of their contributions and how they have expended those contributions. The purpose of these laws is to assist voters in making informed electoral decisions. These laws also assist to ensure compliance with campaign contribution laws.

(b) Frequently, these disclosure reports are extremely lengthy. Moreover, literally hundreds of such reports are filed with the Ethics Commission each reporting period. It is extremely difficult for members of the public, the media and election officials efficiently to review and compare these statements,

(c) The Board of Supervisors finds that requiring political committees that meet certain financial thresholds to file copies of their campaign statements on computer diskettes or other designated electronic media will further the purposes of campaign finance disclosure laws. (Added by Ord. 131-93, App. 5/17/93)

SEC.1.305. DEFINITIONS. Whenever in this Chapter the following words or phrases are used, they shall mean:

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(a) "Candidate" shall be defined as set forth in the California Political Reform Act (Government Code Sections 81000 et seq.), provided that the term "candidate" shall be limited to candidates for City and County office.

(b) "Committee" shall mean any persons or group of persons which:

(1) Is required to file a statement of organization under California Political Reform Act (Government Code Sections 81000 et seq.); and

(2) Is controlled by a candidate, or is formed or existing primarily to support or oppose a candidate, or is formed or existing primarily to support or oppose a ballot measure which is being voted on only in the City and County, or is a general purpose committee active only in the City and County; and

(3) Receives contributions, or makes independent expenditures, totaling $5,000 or more in a calendar year.

(c) "Contribution" shall be defined as set forth in the California Political Reform Act (Government Code Sections 81000 et seq.).

(d) "General Purpose Committee" shall be defined as set forth in the California Political Reform Act (Government Code Section 81000 et seq.).

(e) "Independent expenditure" shall be defined as set forth in the California Political Reform Act (Government Code Sections 81000 et seq.). (Added by Ord. 131-93, App. 5/17/93)

SEC. 1.310. FILING OF CAMPAIGN STATEMENTS. Whenever any elected City and County officer, candidate or committee is required by California Political Reform Act (Government Code Section 81000 et seq.) to file a semi-annual campaign statement, a preelection campaign statement or a supplemental preelection campaign statement with the Ethics Commission, the elected officer, candidate or committee shall file at the same time a
copy of the report on a computer diskette, or other electronic media, in a format prescribed by
the Ethics Commission, provided the Ethics Commission has prescribed the format at least 60
days before the statement or report is due to be filed. (Added by Ord. 131-93, App. 5/17/93)

SEC. 1.315. PENALTIES FOR LATE FILING. Any person who files an electronic
copy of a statement or report required by this Chapter after the deadline imposed by the
California Political Reform Act (Government Code Section 81000 et seq.) for filing the written
copy of the statement or report shall be liable in the same amount and on the same terms as
set forth in the Act for the late filing of the written copy of the campaign statement or report.
(Added by Ord. 131-93, App. 5/17/93)

SEC. 1.320. SEVERABILITY. The provisions of this Chapter are declared to be
separate and severable. The invalidity of any clause, sentence, paragraph, subdivision,
section, or portion of this Chapter, or the invalidity of the application thereof to any person or
circumstances, shall not affect the validity of the remainder of this Chapter, or the validity of its
application to other persons or circumstances. (Added by Ord. 131-93, App. 5/17/93)

CHAPTER 4:

PROHIBITION ON FALSE ENDORSEMENTS ON CAMPAIGN LITERATURE

SEC. 1.400. PURPOSE. Campaign literature that falsely represents the
endorsement of current and former public officials, candidates, political clubs, and
organizations has been distributed in recent local elections. These false representations
undermine the integrity of the electoral process by misleading and confusing voters about the
actual support for or opposition to candidates or ballot measures. It is too burdensome for

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individual voters, inundated with campaign messages, to verify the accuracy of such claims and for persons whose positions are misrepresented to correct the misrepresentations.

Prohibiting knowingly false representations in campaign literature during the limited period when effectively responding to them is most difficult will serve the City's paramount interest in ensuring the integrity of the electoral process. (Added by Ord. 83-99, File No. 981596, App. 4/23/99)

SEC. 1.405. DEFINITIONS. For purposes of this Chapter, the following definitions apply:

(a) Campaign literature. The term “campaign literature” includes but is not limited to any flyer, doorhanger, pamphlet, brochure, card, billboard, or advertisement urging support for or opposition to one or more candidates or ballot measures. The term “campaign literature” does not include bumper stickers, pins, stickers, hat bands, badges, ribbons and other similar campaign memorabilia.

(b) Candidate. The term “candidate” has the same meaning as in section 1.104(a) of this Code.

(c) Civil enforcement authority. The term “civil enforcement authority” shall have the same meaning as in section 1.104(f) of this Code.

(d) Measure. The term “measure” has the same meaning as in section 1.104(g) of this Code.

(e) Person. The term “person” has the same meaning as in section 1.104(k) of this Code.

(f) Sponsor. The term “sponsor” means to pay for, direct, supervise or authorize the production of campaign literature.

(g) Voter. The term “voter” means a voter registered to vote in San Francisco.
SEC. 1.410. DISTRIBUTION OF CAMPAIGN LITERATURE CONTAINING FALSE ENDORSEMENT PROHIBITED. No person may sponsor any campaign literature that is distributed within 90 days prior to an election and that contains a false endorsement, where the person acts with knowledge of the falsity of the endorsement or with reckless disregard for the truth or falsity of the endorsement. A false endorsement is a statement, signature, photograph, or image representing that a person endorses support of or opposition to a candidate or measure when in fact the person does not endorse support of or opposition to the candidate or measure as stated or implied in the campaign literature. (Added by Ord. 83-99, File No. 981596, App. 4/23/99)

SEC. 1.415. RESTRAINING ORDER OR INJUNCTION. The civil enforcement authority, or any voter, may bring a civil action for injunctive relief against the publication, printing, circulation, or posting of campaign literature that violates Section 1.410. No voter may commence an action under this section without first providing written notice to the civil enforcement authority of intent to commence an action. A Court may award reasonable attorney's fees and costs to any voter who obtains injunctive relief under this section. If the Court finds that an action brought by a voter under this section is frivolous, the Court may award the defendant reasonable attorney's fees and costs. (Added by Ord. 83-99, File No. 981596, App. 4/23/99)

SEC. 1.420. PENALTIES. Any person who violates Section 1.410 shall be liable in a civil action brought by the civil enforcement authority for an amount up to $5,000. (Added by Ord. 83-99, File No. 981596, App. 4/23/99)
SEC. 1.425. SEVERABILITY. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this Chapter, or the invalidity of the application thereof to any person or circumstances, shall not affect the validity of the remainder of this Chapter or the validity of its application to other persons or circumstances. (Added by Ord. 83-99, File No. 981596, App. 4/23/99)

CHAPTER 5: REGULATION OF CAMPAIGN CONSULTANTS

SEC. 1.500. FINDINGS. (a) The City and County of San Francisco has a paramount interest in protecting the integrity and credibility of its electoral and government institutions. Election campaigns are highly competitive in San Francisco, and candidates frequently contract for the services of professional campaign consultants who specialize in guiding and managing campaigns.

(b) It is the purpose and intent of the people of the City and County of San Francisco in enacting this Chapter to impose reasonable registration and disclosure requirements on campaign consultants. Required registration and disclosure of information by campaign consultants will assist the public in making informed decisions, and protect public confidence in the electoral and governmental processes. (Added by Proposition G, 11/4/97)

SEC. 1.505. DEFINITIONS. Whenever used in this Chapter, the following definitions shall apply:

(a) "Campaign consultant" means any person or entity that receives or is promised economic consideration equaling $1,000 or more in a calendar year for campaign consulting services. The term "campaign consultant" includes any person or entity that subcontracts with
a campaign consultant to provide campaign consulting services, and that receive or are
promised economic consideration equaling $1,000 or more in a calendar year for providing
campaign consulting services. The term “campaign consultant” does not include persons who
are employees of a campaign consultant, attorneys who provide only legal services,
accountants who provide only accounting services, pollsters who provide only polling
services, and treasurers who provide only those services which are required of treasurers by
the Political Reform Act, California Government Code Section 81000, et seq.

(b) “Campaign consulting services” means participating in campaign management
or developing or participating in the development of campaign strategy.

(c) “Campaign management” means conducting, coordinating or supervising a
campaign to elect, defeat, retain or recall a candidate, or adopt or defeat a measure, including
but not limited to hiring or authorizing the hiring of campaign staff and consultants, spending
or authorizing the expenditure of campaign funds, directing, supervising or conducting the
solicitation of contributions to the campaign, and selecting or recommending vendors or
subvendors of goods or services for the campaign.

(d) “Campaign strategy” means plans for the election, defeat, retention or recall of a
candidate, or for the adoption or defeat of a measure, including but not limited to producing or
authorizing the production of campaign literature and print and broadcast advertising, seeking
endorsements of organizations or individuals, seeking financing, or advising on public policy
positions.

(e) “Candidate” means a person who has taken affirmative action to seek
nomination or election to local office, a local officeholder who has taken affirmative action to
seek nomination or election to any elective office, or a local officeholder who is the subject of
a recall election.

(f) “Economic consideration” means any payments, fees, commissions,
reimbursements for expenses, gifts, or anything else of value.

(g) "Lobby" means communicate with a local officeholder for the purpose of influencing local legislative or administrative action in exchange for economic consideration.

(h) "Lobbyist" is defined in Article II of this Code.*

(i) "Local office" means the following elective offices in the City and County of San Francisco: Mayor, Board of Supervisors, City Attorney, District Attorney, Treasurer, Sheriff, Assessor, Public Defender, Board of Education of the San Francisco Unified School District, and Governing Board of the San Francisco Community College District.

(j) "Measure" means a local referendum or local ballot measure, whether or not it qualifies for the ballot.

(k) "Vendor" means a person or entity who sells goods or services, other than campaign consulting services, including but not limited to printing, catering, and transportation services. The term "vendor" does not include attorneys who provide only legal services, accountants who provide only accounting services, pollsters who provide only polling services, and treasurers who provide only those services which are required of treasurers by the Political Reform Act, California Government Code Section 81000 et seq. (Added by Proposition G, 11/4/97)

*[Editor's Note: The Regulation of Lobbyists Ordinance, which was previously codified at Administrative Code Section 16.520, et seq., is now codified in Article II of this Code.]*

SEC. 1.510. PROHIBITIONS. It shall be unlawful for any campaign consultant to provide campaign consulting services, or accept any economic consideration for the provision of campaign consulting services, without first registering with the Ethics Commission and complying with the reporting requirements specified in Section 1.515. (Added by Proposition

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SEC. 1.515. REGISTRATION, REREGERATION, REPORTING, AND FEES.

(a) REGISTRATION REPORTS. At the time of initial registration, each campaign consultant shall report to the Ethics Commission the following information:

1. The name, business address and business phone number of the campaign consultant;

2. If the campaign consultant is an individual, the name of the campaign consultant's employer and a description of the business activity engaged in by the employer;

3. The names of any individuals employed by the campaign consultant to assist in providing campaign consulting services;

4. A statement of whether the campaign consultant is required to register with the Ethics Commission pursuant to the Regulation of Lobbyists Ordinance, San Francisco Campaign and Governmental Conduct Code, Article II;*

5. A statement of whether the campaign consultant is required to register with the Tax Collector pursuant to the Business Tax Ordinance, San Francisco Municipal Code, Part III, Section 1001, et. seq.;

6. The name, address, and telephone number of each client to whom the campaign consultant provided campaign consulting services during the preceding three months;

7. For each client, the total economic consideration promised by or received from the client in exchange for the provision of campaign consulting services during the preceding three months, provided that the total is $500 or more;

8. Each political contribution of $100 or more made or delivered by the campaign consultant, or made by a client at the behest of the campaign consultant, or for which the

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campaign consultant acted as an agent or intermediary, during the preceding three months in support of or in opposition to a candidate or measure;

(9) The cumulative total of all political contributions made or delivered by the campaign consultant, or which is made by a client at the behest of the campaign consultant, or for which the campaign consultant acted as an agent or intermediary, during the preceding three months in support of or in opposition to each individual candidate or measure, provided that the cumulative total is $500 or more;

(10) Any gifts promised or made by the campaign consultant to a local officeholder during the preceding three months which in the aggregate total $50 or more; and

(11) Any other information required by the Ethics Commission consistent with the purposes and provisions of this Chapter.

(b) REREGISTRATION REPORTS. Each campaign consultant shall reregister annually no later January 1st.

(c) FEES. At the time of initial registration and reregistration, each campaign consultant shall pay to the Ethics Commission a registration fee and an additional fee for each client of the campaign consultant. The amount of the fee shall be:

(i) Campaign consultants earning at least $1,000 but not more than $5,000 per calendar year shall pay a registration fee of $50 and shall pay a client fee of $50 per client;

(ii) Campaign consultants earning more than $5,000 but not more than $20,000 per calendar year shall pay a registration fee of $200 and a client fee of $50 per client;

(iii) Campaign consultants earning more than $20,000 per calendar year shall pay a registration fee of $400 and a client fee of $50 per client.

When a client is acquired subsequent to initial registration or reregistration, the per-client fee shall be paid at the time of filing the information required by Subsection (d). The Ethics Commission shall deposit fees collected pursuant to this Section in the General Fund.
of the City and County of San Francisco. On or after July 1, 1999, the Ethics Commission
shall evaluate the fees set by this Section and propose any amendments for approval by the
Board of Supervisors no later than December 1, 1999. If the Ethics Commission or the Board
of Supervisors takes no action, the fees set by this Section shall remain in effect.

(d) CLIENT AUTHORIZATION STATEMENTS. At the time of initial registration, the
campaign consultant shall submit to the Ethics Commission a written authorization from each
client that contracts with the campaign consultant for campaign consulting services.

If the campaign consultant is retained by a client after the date of initial registration, the
campaign consultant must file a Client Authorization Statement before providing any
campaign consulting services to the client and before receiving any economic consideration
from the client in exchange for campaign consulting services, and in any event no later than
15 days after being retained to provide campaign consulting services to the client.

(e) QUARTERLY REPORTS. Each campaign consultant shall file with the Ethics
Commission quarterly reports containing the following information:

(1) For each client, the total economic consideration promised by or received from
the client during the reporting period for campaign consulting services, provided that the total
is $500 or more;

(2) The total economic consideration promised by or received from all clients during
the reporting period for campaign consulting services;

(3) Political contributions of $100 or more made or delivered by the campaign
consultant, or made by a client at the behest of the campaign consultant, or for which the
campaign consultant acted as an agent or intermediary, during the reporting period in support
of or in opposition to a candidate or measure;

(4) The cumulative total of all political contributions made or delivered by the
campaign consultant, or made by a client at the behest of the campaign consultant, or for

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which the campaign consultant acted as an agent or intermediary, during the reporting period
in support of or in opposition to each individual candidate or measure, provided that the
cumulative total is $500 or more;

(5) Any gifts promised or made by the campaign consultant to a local officeholder
during the reporting period which in the aggregate total $50 or more;

(6) Economic consideration promised to or received by the campaign consultant
during the reporting period from vendors and subvendors who provided campaign-related
goods or services to a current client of the campaign consultant;

(7) The name of each local officeholder and City employee who is employed by the
campaign consultant, or by a client of the campaign consultant at the behest of the campaign
consultant, during the reporting period;

(8) Each City contract obtained by the campaign consultant during the reporting
period, provided that the contract is approved by a local officeholder who is a client of the
campaign consultant;

(9) Each appointment to public office received by the campaign consultant during
the reporting period provided that the appointment is made by a local office-holder who is a
client of the campaign consultant;

(10) Any other information required by the Ethics Commission consistent with the
purposes and provisions of this Chapter.

Quarterly reports are due as follows: The report for the period starting December 1st
and ending February 28th is due March 15th; the report for the period starting March 1st and
ending May 31st is due June 15th; the report for the period starting June 1st and ending
August 31st is due September 15th; and the report for the period starting September 1st and
ending November 30th is due December 15th.

(f) CLIENT TERMINATION STATEMENTS. Within 30 days after a client

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terminates the services of a campaign consultant, the campaign consultant shall submit to the
Ethics Commission a statement that the client has terminated the services of the campaign
consultant. A campaign consultant may not provide campaign consulting services to a client
or accept economic consideration for the provision of campaign consulting services after a
client termination statement is filed, until a new client authorization statement has been filed
pursuant to Section 1.515(d).

(g) CAMPAIGN CONSULTANT TERMINATION STATEMENTS. A campaign
consultant shall comply with all requirements of this Chapter until the campaign consultant
ceases all activity as a campaign consultant and files a statement of termination with the
Ethics Commission. A statement of termination must include all information required by
Subsection (e) for the period since the campaign consultant's last quarterly report.

(h) Each campaign consultant shall verify, under penalty of perjury, the accuracy
and completeness of the information provided under Sections 1.515 and 1.520(c).

(i) Each campaign consultant shall retain for a period of five years all books,
papers and documents necessary to substantiate the reports and statements required under
this Chapter. (Added by Proposition G, 11/4/97)

*[Editor's Note: The Regulation of Lobbyists Ordinance, which was previously
codified at Administrative Code Section 16.520, et seq., is now codified in Article II of
this Code.]*

SEC. 1.520. POWERS AND DUTIES OF THE ETHICS COMMISSION. (a) The
Ethics Commission shall provide forms for the reporting of all information required by this
Chapter.

(b) The Ethics Commission shall issue a registration number to each registered
campaign consultant.
(c) At the time of initial registration and reregistration, the Ethics Commission shall provide the campaign consultant with a copy of the City's campaign and lobbyist laws, the Code of Conduct specified in Section 1.530, and any related material which the Commission determines will serve the purposes of this Chapter. Each campaign consultant must sign a statement acknowledging receipt of these materials.

(d) The Ethics Commission shall compile the information provided in registration and quarterly reports filed pursuant to this Chapter as soon as practicable after the close of each quarter and shall forward a report of the compiled information to the Board of Supervisors and the Mayor.

(e) The Ethics Commission shall preserve all original reports, statements, and other records required to be kept or filed under this Chapter for a period of five years. Such reports, statements, and records shall constitute a part of the public records of the Ethics Commission and shall be open to public inspection.

(f) The Commission shall provide formal and informal advice regarding the duties under this Chapter of a person or entity pursuant to the procedures specified in San Francisco Charter Section C3.699-12.

(g) The Ethics Commission shall have the power to adopt all reasonable and necessary rules and regulations for the implementation of this Chapter pursuant to the procedure specified in Charter Section 15.102.* (Added by Proposition G, 11/4/97)

*[Editor's Note: The Ethics Commission's authority to adopt rules and regulations was previously codified as Charter Section 3.699-9. Under Proposition E, adopted by the San Francisco voters on November 7, 1995, Charter Section 3.699-9 was recodified as Charter Section 15.102. Accordingly, references to Section 3.699-9 have been changed to Section 15.102.]*
SEC. 1.525. ADMINISTRATIVE AND CIVIL ENFORCEMENT AND PENALTIES.

(a) If any campaign consultant files an original statement or report after any deadline imposed by this Chapter, the Ethics Commission shall, in addition to any other penalties or remedies established in this Chapter, fine the campaign consultant $50 per day after the deadline until the statement or report is received by the Ethics Commission. If any campaign consultant files an original statement or report after any deadline imposed by this Chapter, when the deadline is fewer than 30 days before or after an election, the Ethics Commission shall, in addition to any other penalties or remedies established in this Chapter, fine the campaign consultant $100 per day after the deadline until the statement or report is received by the Ethics Commission. The Ethics Commission may reduce or waive a fine if the Commission determines that the late filing was not willful and that enforcement will not further the purposes of this Chapter. The Ethics Commission shall deposit funds collected under this Section in the General Fund of the City and County of San Francisco.

(b) Any person who believes that Section 1.510 has been violated may file a complaint with the Ethics Commission. Upon receipt of a complaint, or upon its own initiative, the Commission may investigate allegations of a violation of Section 1.510 and enforce the provisions of Section 1.510 pursuant to the procedures established in San Francisco Charter Section C3.699-13, and the Commission's rules and regulations adopted pursuant to Charter Section 15.102.*

(c) When the Commission, pursuant to the procedures specified in Charter Section C3.699-13, determines on the basis of substantial evidence that a person or entity has violated Section 1.510, the Commission may require the person or entity to: (1) cease and desist the violation; (2) file any reports or statements or pay any fees required by this Chapter, and/or (3) pay a monetary penalty of up to $5,000 for each violation, or three times the amount not properly reported, whichever is greater. The Commission may cancel for up to...
one year the registration of any campaign consultant who has violated Section 1.510. A
campaign consultant whose registration has been canceled pursuant to this Section may not
provide campaign consulting services in exchange for economic consideration for the period
that the registration is canceled. When the period of cancellation ends, the campaign
consultant may reregister pursuant to Section 1.515(a) and (c).

(d) Any person or entity which knowingly or negligently violates or who causes any
other person to violate Section 1.510 may be liable in a civil action brought by the City
Attorney for an amount up to $5,000 per violation, or three times the amount not properly
reported, whichever is greater.

(e) Any person or entity which intentionally or negligently violates Section 1.510 is
guilty of a misdemeanor.

(f) No administrative, civil, or criminal action shall be maintained to enforce Section
1.510 unless brought within four years after the date the cause of action accrued or the date
that the facts constituting the cause of action were discovered by the Ethics Commission, City
Attorney, or District Attorney, whichever is later.

(g) In investigating any alleged violation of Section 1.510, the Ethics Commission
and City Attorney shall have the power to inspect, upon reasonable notice, all documents
required to be maintained under Section 1.515(i). This power to inspect documents is in
addition to other powers conferred on the Ethics Commission and City Attorney by the Charter
or by ordinance, including the power of subpoena. (Added by Proposition G, 11/4/97)

*[Editor's Note: The Ethics Commission's authority to adopt rules and
regulations was previously codified as Charter Section 3.699-9. Under Proposition E,
adopted by the San Francisco voters on November 7, 1995, Charter Section 3.699-9 was
recodified as Charter Section 15.102. Accordingly, references to Section 3.699-9 have
been changed to Section 15.102.]*

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SEC. 1.530. CODE OF CONDUCT. At the time of initial registration and reregistration, each campaign consultant must elect whether to voluntarily comply with the following Code of Conduct:

"I am familiar with all the laws, rules and regulations applicable to local campaigns;

"I will not knowingly make false statements about the qualifications or positions of any candidate, or about the scope and effect of any measure;

"I will not knowingly make false statements that any real or fictitious person supports or opposes a candidate or measure;

"In the event that I make inadvertent false statements about the qualifications or positions of any candidate or about the scope and effect of any measure, I will endeavor to provide corrected information in written form to the Ethics Commission within five days;

"I will refrain from appealing to prejudice in the conduct of a campaign, and from conducting, managing or advising a campaign, which appeals to prejudice based on race, gender, ethnic background, religious affiliation or nonaffiliation, sexual orientation, age, disability, or economic status;

"I will refrain from seeking to obtain the support of or opposition to any candidate or measure by the use of financial inducements or by the use of threats or coercion;

"I will refrain from influencing the submission of a measure to the San Francisco voters for the sole purpose of obtaining economic consideration for campaign consulting services;

"I will disclose through a filing at the San Francisco Ethics Commission any agreements that would result in a campaign consulting contract resulting from my efforts to influence the submission of a measure to the San Francisco voters at the time that I seek submission of any such measure;

"I will refrain from seeking to evade, or participating in efforts of others to evade, the
legal requirements in laws pertaining to political campaigns;

"I will not knowingly participate in the preparation, dissemination, or broadcast of paid political advertising or campaign materials that contain false information; and

"I will refrain from accepting clients whose interests are adverse to each other." (Added by Proposition G, 11/4/97)

SEC. 1.535. SEVERABILITY. If any section, subsection, subdivision, sentence, clause, phrase or portion of this Chapter, or the application thereof to any person or entity is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Chapter or its application to other persons, business entities, or organizations. The Board of Supervisors hereby declares that it would have adopted this Chapter, and each section, subsection, subdivision, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions, or the application thereof to any person or entity, to be declared invalid or unconstitutional. (Added by Proposition G, 11/4/97)

ARTICLE II: LOBBYING

CHAPTER 1: REGULATION OF LOBBYISTS

SEC. 2.100. FINDINGS. The Board of Supervisors finds that public disclosure of the identity and extent of efforts of lobbyists to influence decision-making regarding local legislative and administrative matters is essential to protect public confidence in the
responsiveness and representative nature of government officials and institutions. It is the
purpose and intent of the Board of Supervisors to impose on lobbyists reasonable registration
and disclosure requirements to reveal information about lobbyists’ efforts to influence
decision-making regarding local legislative administrative matters. (Added by Ord. 19-99,
App. 2/19/99)

SEC. 2.105. DEFINITIONS. Whenever used in this Chapter, the following words and
phrases shall have the definitions provided in this Section:

(a) “Activity expenses” means any expense incurred or payment made by a lobbyist
or a lobbyist’s client at the behest of the lobbyist, or arranged by a lobbyist or a lobbyist’s
client at the behest of the lobbyist, which benefits in whole or in part any: officer of the City
and County; candidate for City and County office; aide to a member of the Board of
Supervisors; or member of the immediate family or the registered domestic partner of an
officer, candidate, or aide to a member of the Board of Supervisors. An expense or payment
is not an “activity expense” unless it is incurred or made within three months of a contact with
the officer, candidate, or Supervisor’s aide who benefits from the expense or payment, or
whose immediate family member or registered domestic partner benefits from the expense or
payment. “Activity expenses” include gifts, honoraria, consulting fees, salaries, and any other
form of economic consideration totaling more than $30 in value in a consecutive three-month
period, but do not include political contributions.

(b) “Candidate” means a person who has taken affirmative action to seek
nomination or election to local office, a local officeholder who has taken affirmative action to
seek nomination or election to any elective office, or a local officeholder who is the subject of
a recall election.

(c) “Client” means the person for whose benefit lobbyist services are performed by
a contract lobbyist.

(d) "Contact" means communicate, orally or in writing, including communication through an agent, associate or employee, for the purpose of influencing or attempting to influence local legislative or administrative action.

(1) The following activities are not "contracts" within the meaning of this Chapter.

(A) A public official acting in the public official's official capacity. For purposes of this subsection, "public official" includes an elected or appointed official or employee, or officially designated representative of the United States, the State of California, or any political subdivision thereof. For purposes of this subsection, "public official" also includes persons appointed to serve on City and County advisory committees and City and County task forces;

(B) A representative of a news media organization gathering news and information or disseminating the same to the public, even if the organization, in the ordinary course of business, publishes news items, editorials or other commentary, or paid advertisements, that urge action upon local legislative or administrative matters;

(C) A person providing oral or written testimony that becomes part of the record of a public hearing; provided, however, that if the person making the appearance or providing testimony has already qualified as a lobbyist under this Chapter and is appearing or testifying on behalf of a client, the lobbyist's testimony shall identify the client on whose behalf the lobbyist is appearing or testifying;

(D) A person acting on behalf of others in the performance of a duty or service, which duty or service lawfully can be performed for such other only by an attorney or an architect licensed to practice in the State of California, and including any communication by an attorney in connection with litigation involving the City and County or a claim filed pursuant to Administrative Code Section 10.20-1 et seq.;

(E) A person making a speech or producing an Chapter, publication or other
material that is distributed and made available to the public, through radio, television, cable television, or other medium of mass communication;

(F) A person providing written information in response to an oral or written request made by an officer of the City and County, provided that the written information is a public record available for public review;

(G) A person providing oral or written information pursuant to a subpoena, or otherwise compelled by law or regulation;

(H) A person providing oral or written information in response to a request for proposals, request for qualifications, or other similar request, provided that the information is directed to the department or official specifically designated in the request to receive such information;

(I) A person submitting a written petition for local legislative or administrative action, provided that the petition is a public record available for public review;

(J) A person making an oral or written request for a meeting, for the status of an action, or any other similar administrative request, if the request does not include an attempt to influence local legislative or administrative action;

(K) A person appearing before an officer of the City and County pursuant to any procedure established by law or regulation for levying an assessment against real property for the construction or maintenance of an improvement;

(L) An expert employed or retained by a lobbyist registered under this Chapter to provide information to an officer of the City and County;

(M) A person distributing to any officer of the City and County any regularly published newsletter or other periodical which is not primarily directed at influencing local legislative or administrative action;

(N) A person disseminating information or material to all or a significant segment of
the person's employees or members;

(O) A person communicating in connection with the administration of an existing contract between the person and the City and County of San Francisco. For purposes of this subsection, communication, "in connection with the administration of an existing contract" includes, but is not limited to, communication regarding: insurance and bonding; contract performance and/or default; requests for in-scope change orders; legislative mandates imposed on contractors by the City and County; payments and invoicing; personnel changes; prevailing wage verification; liquidated damages and other penalties for breach of contract; audits; assignments; and subcontracting. Communication "in connection with the administration of an existing contract" does not include communication regarding new contracts, or out-of-scope change orders; and

(P) A person applying for, opposing or otherwise taking any position on a grading permit or a permit relating to the construction, alteration, demolition or moving of a building or to a person filing, opposing or otherwise taking a position on a parcel map or subdivision tract map; provided, however, that if a person qualifies as a lobbyist and that person takes or opposes an appeal or represents a person taking or opposing an appeal, pursuant to any procedure or authority provided by law from an administrative determination made with respect to such an application or map, that person shall be required to register as provided in Section 2.110 upon taking the appeal or filing opposition to it.

(e) "Economic consideration" means any payments, fees, reimbursement for expenses, gifts, or anything else of value.

(f) "Ethics Commission" means the San Francisco Ethics Commissioner or its designee.

(g) "Filer" means a person who qualifies as a lobbyist under Subsection (i) of this Section.

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§ 81000 et seq., and the regulations adopted thereunder.

(i) "Lobbyist" means the following:

(1) Contract Lobbyist.

(A) "Contract lobbyist" means any person who contracts for economic consideration to contact any officer of the City and County of San Francisco on behalf of any other person, and who:

(i) Receives or becomes entitled to receive at least $3,200 in economic consideration within any three consecutive calendar months in exchange for lobbyist services; or

(ii) Has at least 25 separate contacts with officers of the City and County within any two consecutive calendar months.

(B) For purposes of calculating whether a person has reached the income threshold set forth in (1)(A)(i) of this subsection, all economic consideration the person has received or become entitled to receive, during the three consecutive calendar months, from all clients in exchange for lobbyist services shall be combined.

(C) For purposes of calculating whether a person has reached the contacts threshold set forth in (1)(A)(ii) of this subsection, all contacts with officers of the City and County that were made by the person during the two preceding calendar months on behalf of all clients shall be combined.

(2) Business and Organization Lobbyist.

(A) "Business and organization lobbyist" means any business or organization any of whose employees or members, as a regular part of their employment or duties, contact officers of the City and County of San Francisco on behalf of that business or organization, provided:
(i) The business or organization compensates its employees or members, at any amount, for their lobbyist services on its behalf; and

(ii) The compensated employees or members have a total of at least 25 separate contacts with officers of the City and County within any two consecutive calendar months. Contacts made by an employee or member who merely indicates his or her affiliation or identification with the business or organization, but who does not represent the official position of the business or organization shall not be included in this calculation.

(3) Expenditure Lobbyist.

(A) "Expenditure lobbyist" means any person who makes payments to influence local legislative or administrative action totaling $3,200 or more in value within any three consecutive calendar months.

(B) The following shall not be included in calculating payments under (3)(A) of this subsection: economic consideration paid to any person in exchange for lobbyist services; and dues payments, donations, and other economic consideration paid to any business and organization lobbyist or expenditure lobbyist, regardless of whether the economic consideration is used in whole or in part to influence local legislative or administrative action.

(4) Exemptions. No person shall qualify as a "lobbyist" within the meaning of this Chapter by reason of activities described in Subsection (d)(1) of Section 2.105.

(j) "Lobbyist services" means services rendered for the purpose of influencing or attempting to influence local legislative or administrative action, including but not limited to contacts with officers of the City and County of San Francisco. "Lobbyist services" shall not include activities described in Subsection (d)(1) of Section 2.105, other than Subsection (d)(1)(C) of Section 2.105.

(k) "Local legislative or administrative action" includes, but is not limited to, the drafting, introduction, consideration, modification, enactment, defeat, approval, veto, granting
or denial by any officer of the City and County of any resolution, motion, appeal, application, petition, nomination, ordinance, amendment, approval, referral, permit, license or entitlement to use. "Local legislative or administrative action" does not include by any officer of the City and County which adjudicates the rights and/or duties of a single person or group of persons, other than a proceeding described in Subsection (d)(1)(K) of Section 2.105.

(i) "Measure" means a local referendum or local ballot measure, whether or not it qualifies for the ballot.

(m) "Officer of the City and County" means any officer identified in San Francisco Administrative Code Section 1.50, as well as any official body composed of such officers. In addition, for purposes of this Chapter, "officer of the City and County" includes members of the Board of Education, Community College Board, Housing Authority, Redevelopment Agency, and Transportation Authority, as well as any official body composed of such officers.

(n) "Payments to influence local legislative or administrative action" include actual or promised payments of anything of value, whether or not legally enforceable, made in consideration for influencing or attempting to influence local legislative or administrative action. Such payments include payments for contacts with officers of the City and County as well as other lobbyist services. Such payments shall not include the following:

(1) Payments for services that are solely secretarial, clerical, or manual, or are limited solely to the compilation of data and statistics;

(2) Payments for any regular, ongoing business overhead that would continue to be incurred in substantially similar amounts regardless of the filer’s activities to influence local legislative or administrative action, other than payments to lobbyists, employees or members for lobbyist services;

(3) Payments for soliciting or urging the filer or the filer’s employees or members to contact officers of the City and County;

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(4) Payments for the settlement or resolution of litigation or claims filed pursuant to Administrative Code Section 10.20-1 et seq.; or

(5) Payments for activities described in Subsection (d)(1) of Section 2.105, other than Subsections (d)(1)(C), (L) and (P) of Section 2.105.

(o) "Person" means an individual, partnership, corporation, association, firm or other organization or entity, however organized.

(p) "Public hearing" means any open, noticed proceeding. (Added by Ord. 19-99, App. 2/19/99)

SEC. 2.110. REGISTRATION OF LOBBYISTS REQUIRED; REGISTRATION, REGISTRATION, QUARTERLY REPORTS; FEES; CLIENT AUTHORIZATION; TERMINATION. (a) REGISTRATION OF LOBBYISTS REQUIRED. No person who qualifies as a contract or business or organization lobbyist shall contact any officer of the City and County, and no person who qualifies as an expenditure lobbyist shall make payments to influence local legislative or administrative action, without first registering with the Ethics Commission and complying with the disclosure requirements imposed by this Chapter.

(b) REGISTRATION REPORTS. At the time of initial registration each filer shall report to the Ethics Commission the following information:

(1) The name, business address and business phone number of the filer;

(2) If the filer is a contract lobbyist, the filer shall also report the following:

(A) If the filer is an entity, the name of each individual who is an owner, partner or officer of the filer as follows:

(i) If the filer is a sole proprietorship, list the name of the sole proprietor;

(ii) If the filer is a corporation, however organized, list the name of each officer;

(iii) If the filer is a partnership, however organized, and if the partnership has 10 or

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more partners, list the name of the partnership; or

(iv) If the filer is a partnership, however organized, and if the partnership has fewer
than 10 partners, list the name of each partner.

(B) If the filer is an individual, the name of the filer’s employer and a description of
the employer's business activity;

(C) The name of each person employed or retained by the filer, at the time of filing
or at any time during the two months immediately preceding filing, to contact officers of the
City and County;

(D) The name, address, and telephone number of each current client and each
client on whose behalf the filer provided lobbyist services during the preceding two months;

(E) The total economic consideration promised by or received from clients during
the preceding two months in exchange for lobbyist services;

(F) The total number of contacts with officers of the City and County made during
the preceding two months; and

(G) For each current client, and each client on whose behalf the filer provided
lobbyist services during the preceding two months, describe the local legislative or
administrative action the filer was retained to influence, and the outcome sought by the filer.

(3) If the filer is a business or organization lobbyist, the filer shall also report the
following:

(A) A description of the nature and purpose of the business or organization,
including a statement indicating whether the filer is an industry, trade or professional
association;

(B) The name of each employee or member of the business or organization
authorized to contact officers of the City and County on behalf of the business or organization;

(C) The total amount of payments to influence local legislative or administrative
action made by the filer during the preceding two months;

(D) The total number of contacts with officers of the City and County, made on behalf of the filer by the filer's employees or members during the preceding two months; and

(E) A description of each local legislative or administrative action the filer seeks to influence or sought to influence during the preceding two months; and the outcome sought by the filer.

(4) If the filer is an expenditure lobbyist, the filer shall also report the following:

(A) If the filer is an entity, a description of the nature and purpose of the entity, and the name of each individual who is an owner, partner or officer of the filer as follows:

(i) If the filer is a sole proprietorship, list the name of the sole proprietor;

(ii) If the filer is a corporation, however organized, list the name of each officer;

(iii) If the filer is a partnership, however organized, and if the partnership has 10 or more partners, list the name of the partnership; or

(iv) If the filer is a partnership, however organized, and if the partnership has fewer than 10 partners, list the name of each partner.

(B) If the filer is an individual, the name and address of the filer's employer, if any, or his or her principal place of business if the filer is self-employed, and a description of the business activity in which the filer or his or her employer is engaged;

(C) The total amount of payments to influence local legislative or administrative action made during the preceding two months; and

(D) A description of each local legislative or administrative action the filer seeks to influence or sought to influence during the preceding two months, and the outcome sought by the filer.

(5) All political contributions of $100 or more made or delivered by the filer, or made by a client at the behest of the filer, during the preceding two months in support of or in support of or in support of
opposition to an officer of the City and County, a candidate for such office, a committee
controlled by such officer or candidate, or a committee primarily formed to support or oppose
such officer or candidate, or any committee primarily formed to support or oppose a ballot
measure to be voted on only in San Francisco. This report shall include all political
contributions arranged by the lobbyist, or for which the lobbyist acted as an agent or
intermediary.

(6) Any other information required by the Ethics Commission consistent with the
purposes and provisions of this Chapter.

(7) No lobbyist shall be required to report activities described in Subsection (d)(1) of
Section 2.105, other than Subsections (d)(1)(C), (L) and (P) of Section 2.105.

(c) RE-REGISTRATION REPORTS. Each lobbyist shall re-register annually no
later than January 15. The re-registration report must include the date of the most recent
lobbyist workshop (as described in Section 2.140)(j) of this Chapter) attended by the lobbyist.

(d) QUARTERLY REPORTS OF LOBBYIST ACTIVITY. Each lobbyist shall file with
the Ethics Commission quarterly reports containing the information specified in this
subsection. The quarterly report for the period starting January 1st and ending March 31st
shall be filed no later than April 15th; the quarterly report for the period starting April 1st and
ending June 30th shall be filed no later than July 15th; the quarterly report for the period
starting July 1st and ending September 30th shall be filed no later than October 15th; and the
quarterly report for the period starting October 1st and ending December 31st shall be filed no
later than January 15th. Quarterly reports shall include the following information:

(1) All activity expenses incurred by the filer during the reporting period, including
the following information:

(A) The date and amount of each activity expense;

(B) The full name and official position, if any, of the beneficiary of each activity
expense, a description of the benefit, and the amount of the benefit;

(C) The full name of the payee of each activity expense if other than the beneficiary;

(D) Whenever a filer is required to report a salary of an individual pursuant to this subsection, the filer need only disclose whether the total salary payments made to the individual during the reporting period was less than or equal to $250, greater than $250 but less than or equal to $1,000, greater than $1,000 but less than or equal to $10,000, or greater than $10,000.

(2) All political contributions of $100 or more made or delivered by the filer, or made by a client at the behest of the filer during the reporting period to an officer of the City and County, a candidate for such office, a committee controlled by such officer or candidate, or a committee primarily formed to support or oppose such officer or candidate, or any committee primarily formed to support or oppose a ballot measure to be voted on only in San Francisco. This report shall include all political contributions arranged by the lobbyist, or for which the lobbyist acted as an agent or intermediary.

(3) If the filer is a contract lobbyist, the filer shall also report the following:

(A) The name of each person employed or retained by the filer during the reporting period to contract officers of the City and County;

(B) The name, address, and telephone number of each client on whose behalf the filer provided lobbyist service during the reporting period;

(C) The total economic consideration promised by or received from clients during the reporting period in exchange for lobbyist services;

(D) The name and title, if applicable, of each officer and department of the City and County contacted by the filer during the reporting period;

(E) For each client, describe the local legislative or administrative action the filer was retained to influence and the outcome sought by the filer; and
(F) For each client, describe the lobbyist services provided for which economic consideration was received from or promised by the client.

(4) If the filer is a business or organization lobbyist, the filer shall also report the following:

(A) The name of each employee or member of the business or organization authorized to contact officers of the City and County, during the reporting period, on behalf of the business or organization;

(B) The total amount of payments to influence local legislative or administrative action made by the filer during the reporting period;

(C) The name and title, if applicable, of each officer and department of the City and County contacted by the filer's employees or members during the reporting period; and

(D) A description of each local legislative or administrative action the filer sought to influence during the reporting period, and the outcome sought by the filer.

(5) If the filer is an expenditure lobbyist, the filer shall also report the following:

(A) The total amount of payments to influence local legislative or administrative action made during the reporting period; and

(B) A description of each local legislative or administrative action the filer sought to influence during the reporting period, and the outcome sought by the filer.

(6) Each City and County contract awarded to the filer during the reporting period. For purposes of this subsection, the term "contract" means a contract for: the rendition of personal services; the furnishing of any material, supplies or equipment to or from the City, whether by purchase or lease; the sale or lease of land or buildings to or by the City, or the financing of the same.

(7) Payments made by City and County officers to the filer during the reporting period, provided that the payment is made in exchange for "campaign consulting services," as
defined in Section 1.505 of this Code, and provided that the filer contacted the officer within one year of the date of payment. The required disclosure of payments under this subsection shall not apply to information that is privileged under State law.

(8) The name of each officer of the City and County who is employed or retained by the filer, or by a client of the filer at the behest of the filer, at any time during the reporting period.

(9) Any other information required by the Ethics Commission consistent with the purposes and provisions of this Chapter.

(10) No lobbyist shall be required to report activities described in Subsection (d)(1) of Section 2.105, other than Subsection (d)(1)(C), (L) and (P) of Section 2.105.

(e) FEES.

(1) At the time of registration or re-registration, each lobbyist shall pay a fee of $300. The Ethics Commission shall prorate the fee by calendar quarter.

(2) In addition, at the time of registration and re-registration, contract lobbyists shall pay a fee of $50 for each current client. When a contract lobbyist is retained by a client subsequent to registration, payment of the $50 fee shall accompany the filing of the information required in Subsection (f) of this Section. The Ethics Commission shall prorate these fees by calendar quarter.

(3) The Ethics Commission shall waive all registration and client fees for any organization presenting proof of its tax-exempt status under 26 U.S.C. 501(c)(3) or 501(c)(4).

(4) The Ethics Commission shall deposit all fees collected pursuant to this Section in the General Fund of the City and County of San Francisco.

(f) CLIENT AUTHORIZATION STATEMENTS. At the time of initial registration, each contract lobbyist shall submit to the Ethics Commission a written authorization from each client. The client authorization statement shall be signed by both the contract lobbyist and the
If the lobbyist is retained by a client after the date of initial registration, the lobbyist shall file a client authorization statement before providing any lobbyist services to the client, and before receiving any economic consideration from the client in exchange for such lobbyist services, and in any event no later than 15 days after being retained by the client. The lobbyist is not required to amend previously filed registration, re-registration or quarterly reports to include a client who retains the services of the lobbyist after the time the report was filed.

If the lobbyist is retained by a client after the date of initial registration, the lobbyist may submit a copy of the client authorization statement by facsimile machine. The client authorization statement shall be deemed to be timely filed only if the facsimile copy is received no later than the filing deadline, and within 15 days of the filing deadline the original document is received by the Ethics Commission, and the original document is identical in all respects to the facsimile copy.

The lobbyist is not required to resubmit client authorization statements at the time of re-registration.

(h) CLIENT TERMINATION STATEMENTS. Within 15 days after a client terminates the services of a contract lobbyist, the lobbyist shall submit to the Ethics Commission a statement that the client has terminated the services of the lobbyist. The client termination statement shall be signed by the contract lobbyist. A contract lobbyist may not provide lobbyist services to a client after a client termination statement is filed, until a new client authorization statement has been filed pursuant to Subsection (f) of this Section.

(h) LOBBYIST TERMINATION STATEMENTS. Once a person qualifies as a "lobbyist" under this Chapter, the person shall be subject to all registration, reporting and other requirements and prohibitions imposed by this Chapter until the person ceases all lobbyist activities.
activity and files a lobbyist termination statement with the Ethics Commission pursuant to this subsection, regardless of whether the person continues to meet the activity thresholds established in Section 2.105(i). A lobbyist termination statement shall include all information required by Subsection (d) of this Section for the period starting with the first day of the calendar quarter and ending with the date of termination. A lobbyist termination statement shall be filed no later than 30 days after the date the lobbyist ceased all lobbyist activity.

(Added by Ord. 40-88, App. 2/18/88; amended by Ord. 386-95, App. 12/14/95; Ord. 390-97, App. 10/17/97; Ord. 19-99, App. 2/19/99)

SEC. 2.115. PROHIBITIONS. (a) GIFT LIMIT. No lobbyist shall make gifts to an officer of the City and County aggregating more than $50 within three months of contacting the officer. No lobbyist shall act as an agent or intermediary in the making of any gift to an officer of the City and County, or arrange for the making of any gift to an officer of the City and County by a third party, within three months of contacting the officer.

(b) FUTURE EMPLOYMENT. No lobbyist shall cause or influence the introduction or initiation of any local legislative or administrative action for the purpose of thereafter being employed or retained to secure its granting, denial, confirmation, rejection, passage or defeat.

(c) FICTITIOUS PERSONS. No lobbyist shall contact any officer of the City and County in the name of any fictitious person or in the name of any real person, except with the consent of such real person.

(d) EVASION OF OBLIGATIONS. No lobbyist shall attempt to evade the obligations imposed by this Chapter through indirect efforts or through the use of agents, associates or employees. (Added by Ord. 19-99, App. 2/19/99)
SEC. 2.120. EMPLOYMENT OF CITY AND COUNTY OFFICERS OR EMPLOYEES;
APPOINTMENT OF EMPLOYEE TO CITY AND COUNTY OFFICE.

(a) EMPLOYMENT OF CITY AND COUNTY OFFICERS OR EMPLOYEES. If any lobbyist employs or requests, recommends or causes a client of the lobbyist to employ, and such client does employ, any officer of the City and County, any immediate family member or registered domestic partner of an officer of the City and County, or any person known by such lobbyist to be a full-time employee of the City and County, in any capacity whatsoever, the lobbyist shall file within 10 days after such employment a statement with the Ethics Commission setting out the name of the employee, the date first employed, the nature of the employment duties, and the salary or rate of pay of the employee.

(b) APPOINTMENT OF EMPLOYEE TO CITY OFFICE. If an employee of a lobbyist is appointed to City or County office, the lobbyist shall file within 10 days after such appointment a statement with the Ethics Commission setting out the name of the employee, the date first employed, the nature of the employment duties, and the salary or rate of pay of the employee.

(c) REPORT OF SALARY. Whenever a filer is required to report the salary of an employee who is also an officer or employee of the City and County pursuant to this Section, the filer need only disclose whether the total salary payments made to the employee are less than or equal to $250, greater than $250 but less than or equal to $1,000, greater than $1,000 but less than or equal to $10,000, or greater than $10,000. (Added by Ord. 40-88, App. 2/18/88; amended by Ord. 386-95, App. 12/14/95; Ord. 19-99, App. 2/19/99)

SEC. 2.125. NOTIFICATION OF BENEFICIARIES OF GIFTS. Each lobbyist shall provide each officer of the City and County who is the beneficiary of a gift made by the lobbyist a written statement including the date, value and description of the gift. The lobbyist...
shall provide this information to the officer within 30 days following the end of the reporting period in which the gift was made. A lobbyist may satisfy this notification requirement by providing a copy of the lobbyist's quarterly report of lobbyist activity to the officer. (Added by Ord. 19-99, App. 2/19/99)

SEC. 30. EMPLOYMENT OF UNREGISTERED PERSONS. It shall be unlawful knowingly to pay any contract lobbyist to contact any officer of the City and County of San Francisco, if said contract lobbyist is required to register under this Chapter and has not done so. (Added by Ord. 40-88, App. 2/18/88; amended by Ord. 19-99, App. 2/19/99)

SEC. 2.130. EMPLOYMENT OF UNREGISTERED PERSONS. It shall be unlawful knowingly to pay any contract lobbyist to contact any officer of the City and County of San Francisco, if said contract lobbyist is required to register under this Chapter and has not done so. (Added by Ord. 40-88, App. 2/18/88; amended by Ord. 19-99, App. 2/19/99)

SEC. 2.135. FILING UNDER PENALTY OF PERJURY; RETENTION OF DOCUMENTS. All information required under this Chapter shall be filed with the Ethics Commission, on forms provided by the Commission. The filer shall verify, under penalty of perjury, the accuracy and completeness of the information provided under this Chapter. The filer shall retain for a period of five years all books, papers and documents necessary to substantiate the registration and disclosure reports required by this Chapter. (Added by Ord. 40-88, App. 2/18/88; amended by Ord. 386-95, App. 12/14/95; Ord. 19-99, App. 2/19/99)

SEC. 2.140. POWERS AND DUTIES OF THE ETHICS COMMISSION. (a) The Ethics Commission shall provide forms for the reporting of all information required by this Chapter.

(b) The Ethics Commission shall issue a registration number to each registered lobbyist.

(c) At the time of initial registration and re-registration, the Ethics Commission shall provide the lobbyist with a copy of the City's lobbyist law, and any related material which the

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Commission determines will serve the purposes of this Chapter. Each lobbyist shall sign a statement acknowledging receipt of these materials.

(d) The Ethics Commission shall issue a “Notice of Registration Required” upon the written request of any officer of the City and County. Any person who in good faith and on reasonable grounds believes that compliance with this Chapter is not required by reason of being exempt under Section 2.105(i) shall not be deemed to have violated this Chapter if, within 15 days after notice from the Ethics Commission, that person either complies or furnishes satisfactory evidence to the Ethics Commission evidencing that said person is exempt from registration.

(e) The Ethics Commission shall compile the information provided in registration and quarterly reports filed pursuant to this Chapter as soon as practicable after the close of each quarter and shall forward a report of the compiled information to the Board of Supervisors and the Mayor.

(f) In July of each year, the Ethics Commission shall file a report with the Board of Supervisors on the implementation of this Chapter.

(g) The Ethics Commission shall preserve all original reports, statements, and other records required to be kept or filed under this Chapter for a period of five years. Such reports, statements, and records shall constitute a part of the public records of the Ethics Commission and shall be open to public inspection.

(h) The Ethics Commission shall provide formal and informal advice regarding the duties under this Chapter of a person or entity pursuant to the procedures specified in San Francisco Charter Section C3.699-12.

(i) The Ethics Commission shall have the power to adopt all reasonable and necessary rules and regulations for the implementation of this Chapter pursuant to Charter Section C3.699-9.
(j) The Ethics Commission shall conduct quarterly workshops concerning the laws relating to lobbying. (Added by Ord. 40-88, App. 2/18/88; amended by Ord. 386-95, App. 12/14/95; Ord. 19-99, App. 2/19/99)

SEC. 2.145. ADMINISTRATIVE AND CIVIL ENFORCEMENT AND PENALTIES.

(a) If any lobbyist files an original statement or report after any deadline imposed by this Chapter, the Ethics Commission shall, in addition to any other penalties or remedies established in this Chapter, fine the lobbyist $25 per day after the deadline until the statement or report is received by the Ethics Commission. The Ethics Commission may reduce or waive a fine if the Commission determines that the late filing was not willful and that enforcement will not further the purposes of this Chapter. The Ethics Commission shall deposit funds collected under this Section in the General Fund of the City and County of San Francisco.

(b) Any person who believes that the provisions of this Chapter have been violated may file a complaint with the Ethics Commission. Upon receipt of a complaint, or upon its own initiative, the Commission may investigate alleged violations of this Chapter and may enforce the provisions of this Chapter pursuant to Charter Section C3.699-13 and to the Commissioner's rules and regulations adopted pursuant to Charter Section C3.699-9.

(c) Any person or entity which knowingly or negligently violates this Chapter may be liable in a civil action brought by the City Attorney for an amount up to $1,000 per violation, or three times the amount not properly reported, or three times the amount given or received in excess of the gift limit, whichever is greater.

(d) In investigating any alleged violation of this Chapter the Ethics Commission and City Attorney shall have the power to inspect, upon reasonable notice, all documents required to be maintained under this Chapter. This power to inspect documents is in addition to other powers conferred on the Ethics Commission and City Attorney by the Charter or by ordinance.

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including the power of subpoena.

(e) Should two or more persons be responsible for any violation under this Chapter, they shall be jointly and severally liable.

(f) The City Attorney may also bring an action to revoke for up to one year the registration of any lobbyist who has knowingly violated this Chapter. (Added by Ord. 40-88, App. 2/18/88; amended by Ord. 399-94, App. 11/23/94; Ord. 386-95, App. 12/14/95; Ord. 390-97, App. 10/17/97; Ord. 19-99, App. 2/19/99)

SEC. 2.150. LIMITATION OF ACTIONS. No administrative or civil action shall be maintained to enforce this Chapter unless brought within four years after the date the cause of action accrued or the date that the facts constituting the cause of action were discovered by the Ethics Commission or City Attorney, whichever is later. (Added by Ord. 40-88, App. 2/18/88; amended by Ord. 19-99, App. 2/19/99)

SEC. 2.155. SEVERABILITY. If any section, subsection, subdivision, sentence, clause, phrase or portion of this Chapter, or the application thereof to any person, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Chapter or its application to other persons. The Board of Supervisors hereby declares that it would have adopted this Chapter, and each section, subsection, subdivision, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions, or the application thereof to any person, to be declared invalid or unconstitutional. (Added by Ord. 40-88, App. 2/18/88; amended by Ord. 19-99, App. 2/19/99)
ARTICLE III: CONDUCT OF GOVERNMENT OFFICIALS AND EMPLOYEES

CHAPTER 1:
CONFLICT OF INTEREST CODE: FINANCIAL DISCLOSURE

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Sec. 3.1-125. Animal Control Department.
Sec. 3.1-130. Appeals, Board of.
Sec. 3.1-135. Asian Art Museum.
Sec. 3.1-140. Art Commission.
Sec. 3.1-145. Assessor-Recorder.
Sec. 3.1-150. Board of Supervisors.
Sec. 3.1-155. Building Inspection, Department of.
Sec. 3.1-160. Children and Families First Commission.
Sec. 3.1-165. Citizen Complaints, Office of.
1 Sec. 3.1-170. City Administrator.
2 Sec. 3.1-175. City Attorney.
3 Sec. 3.1-180. Civil Grand Jury.
4 Sec. 3.1-185. Civil Service Commission.
5 Sec. 3.1-190. Community College District.
6 Sec. 3.1-195. Controller.
7 Sec. 3.1-200. County Clerk.
8 Sec. 3.1-205. District Attorney.
9 Sec. 3.1-210. Economic Opportunity Council.
10 Sec. 3.1-215. Elections, Department of.
11 Sec. 3.1-220. Emergency Services.
12 Sec. 3.1-225. Environment Commission.
13 Sec. 3.1-230. Ethics Commission.
14 Sec. 3.1-235. Examiners, Plumbing and Electrical, Board of.
15 Sec. 3.1-240. Film and Video Arts Commission.
16 Sec. 3.1-245. Fine Arts Museums.
17 Sec. 3.1-250. Fire Department.
18 Sec. 3.1-255. Hazardous Materials Advisory Committee.
19 Sec. 3.1-260. Health Authority.
20 Sec. 3.1-265. Health, Department of Public.
21 Sec. 3.1-270. Housing Authority.
22 Sec. 3.1-275. Human Resources Department.
23 Sec. 3.1-280. Human Rights Commission.
24 Sec. 3.1-285. Human Services Commission.
25 Sec. 3.1-290. Joint Powers Financing Authority.
Sec. 3.1-295. Juvenile Probation Commission.
Sec. 3.1-300. Landmarks Preservation Advisory Board.
Sec. 3.1-305. Law Library.
Sec. 3.1-310. Library, Public.
Sec. 3.1-315. Mayor's Office.
Sec. 3.1-320. Medical Examiner.
Sec. 3.1-325. Parking Authority.
Sec. 3.1-330. Parking and Traffic, Department of.
Sec. 3.1-335. Planning Department.
Sec. 3.1-340. Police Department.
Sec. 3.1-345. Port Commission.
Sec. 3.1-350. Private Industry Council.
Sec. 3.1-355. Public Administrator/Public Guardian.
Sec. 3.1-360. Public Defender.
Sec. 3.1-365. Public Utilities Commission.
Sec. 3.1-370. Public Transportation Commission.
Sec. 3.1-375. Public Works Department.
Sec. 3.1-380. Purchasing Department.
Sec. 3.1-385. Real Estate Department.
Sec. 3.1-390. Recreation and Park Department.
Sec. 3.1-395. Redevelopment Agency.
Sec. 3.1-400. Relocation Appeals Board.
Sec. 3.1-405. Residential Rent Stabilization and Arbitration Board.
Sec. 3.1-410. Retirement System.
Sec. 3.1-415. Sheriff.
SEC. 3.1-100. 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. (Added by Ord. 3-90, App. 1/5/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-101. ADOPTION OF STATE CODE. The provisions of Regulation 18730 of the California Fair Political Practices Commission (2 Cal. Admin. Code § 18730), as the regulation reads on the date this ordinance is adopted and as the regulation may be amended from time to time by the Fair Political Practices Commission, are hereby adopted and incorporated herein by this reference as the Conflict of Interest Code for agencies of the City and County of San Francisco listed in this Chapter, commencing with Section 58.100. The
San Francisco Ethics Commission shall maintain copies of Regulation 18730. (Added by Ord. 3-90, App. 1/5/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-102. FILING REQUIREMENTS. Each officer and employee of the City and County of San Francisco holding a position designated in this Chapter, other than those officials identified in Section 3.1-500, shall file statements disclosing the information required by the disclosure categories set forth in this chapter, on such forms as may be specified by the Fair Political Practices Commission (Form 700 unless otherwise provided by the Commission), and at such times required by Regulation 18730. A copy of the forms to be used shall be supplied by the Ethics Commission to each filing officer. Every officer and employee holding a position designated in this Chapter shall retain his or her filing obligations, notwithstanding any reclassification or title change that may occur in the future as to the same job duties. (Added by Ord. 3-90, App. 1/5/90; amended by Ord. 311-92, App. 10/9/92; Ord. 386-95, App. 12/14/95; Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-103. FILING OFFICERS. With the exception of those officials identified in Section 3.1-500, persons holding designated positions shall file their Statements of Economic Interest with the filing officers designated in this Section.

(a) Members of commissions, boards, and committees as well as department heads, shall file their statements with the Ethics Commission.

(b) The agency heads of the Unified School District, the Community College District, the San Francisco Housing Authority, the Redevelopment Agency, the Office of Citizen Complaints, and the Law Library shall file their statements with the Ethics Commission.

(c) Members of the Civil Grand Jury shall file with the Executive Officer of the Superior Court.

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
(d) All other persons holding designated positions shall file with their respective
department head or the executive director of the agency.

(e) In instances where the proper filing officer for a particular designated position is
unclear, the Ethics Commission may designate the filing officer. (Added by Ord. 3-90, App.
1/5/90; amended by Ord. 311-92, App. 10/9/92; Ord. 386-95, App. 12/14/95; Ord. 345-98,
App. 11/19/98)

SEC. 3.1-104. FILING OFFICER REPORTS. On or before April 10th of each year,
every filing officer shall submit a written report to the Ethics Commission setting forth the
names of those persons who are required to file an annual statement with that filing officer
under this Chapter but have failed to do so, or a report stating that all such persons have filed.
(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 386-95, App. 12/14/95)

SEC. 3.1-105. NOTICE OF APPOINTMENT AND RESIGNATION. Whenever the
Mayor or a board or commission appoints a department head, or receives the resignation or
retirement notice of a department head, the official or the secretary to the board or
commission who makes the appointment or receives the resignation or retirement notice, shall
promptly inform the Ethics Commission. The official or secretary shall also inform the
department head of the necessity to file within 30 days on assuming office or leaving office
statement of economic interests. Upon receiving notice of the appointment, or the resignation
or retirement, of the department head, the Ethics Commission shall perform the required
duties of the filing officer and obtain the required statement of economic interests. (Added by
Ord. 3-90, App. 1/5/90; amended by Ord. 386-95, App. 12/14/95; Ord. 287-96, App. 7/12/96;
Ord. 56-97, App. 3/6/97)
SEC. 3.1-106. DISCLOSURE CATEGORIES. For each agency of the City and County of San Francisco, disclosure categories shall include Category 1 as specified in Section 58.8, and such additional categories as may be included in the Sections of this Chapter applicable to each such agency. (Added by Ord. 3-90, App. 1/5/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-107. DISCLOSURE CATEGORY 1. Unless otherwise specified, for each department or agency, Disclosure Category 1 shall read:

"Disclosure Category 1. Persons in this category shall disclose income from any source, interests in real property, investments, and all business positions in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management." (Added by Ord. 3-90, App. 1/5/90; amended by Ord. 56-97, App. 3/6/97; Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-110. AGING, COMMISSION ON THE.

Designated Positions                  Disclosure Categories
Executive Director                  All 1
Member, Commission on Aging         All 1

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-115. AGRICULTURE, WEIGHTS AND MEASURES DEPARTMENT.

Disclosure Category 2. Persons in this category shall disclose all investments and business positions in business entities, interests in real property, and income from sources subject to the regulatory, permit or licensing authority of the Department of Agriculture and Weights and Measures.

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
Designated Positions
Agricultural Commissioner/Sealer
Assistant Commissioner/Sealer
Farmers' Market Manager
Agricultural Inspector
Weights and Measures Inspector
Public Service Trainee/Pest Detection Specialist
Public Service Trainee/Weights and Measures Trainee

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 56-97, App. 3/6/97; Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-120. AIRPORTS COMMISSION. (a) 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 Airports Commission to provide, services, supplies, materials, machinery or equipment to the Airports Commission.

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

Designated Positions
Airport Commissioners
Airport Director
Airport Deputy Directors

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
1 Secretary, Airport Commission 1
2 Chief Financial Officer 1
3 Chief Operating Officer 1
4 Director, Bureau of Community Affairs 1
5 Director, International Aviation Development 1
6 Assistant Deputy Directors 1
7 Associate Airport Deputy Directors 1
8 Airport Assistant Administrators 1
9 Airport Budget Managers 2, 3
10 Airport Communications Coordinators 2, 3
11 Airport Economic Planners 2, 3
12 Airport Facilities Service Managers 2, 3
13 Special Assistants XXII 1
14 Special Assistants XXI 1
15 Special Assistants XX 1
16 Special Assistants XIX 1
17 Special Assistants XVIII 1
18 Special Assistants XVII 1
19 Special Assistants XVI 1
20 Special Assistants XV 1
21 Special Assistants XIV 1
22 Airport Insurance Managers 2, 3
23 Airport Operations Superintendents 2, 3
24 Airport Parking Managers 2, 3
25 Airport Property Specialists 2, 3

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
<table>
<thead>
<tr>
<th></th>
<th>Role</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Building Inspector/Quality Control</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Branch Head—FOM</td>
<td>2, 3</td>
</tr>
<tr>
<td>3</td>
<td>Chief of Systems</td>
<td>1</td>
</tr>
<tr>
<td>4</td>
<td>Consultants*</td>
<td>2, 3</td>
</tr>
<tr>
<td>5</td>
<td>Construction Inspectors</td>
<td>2, 3</td>
</tr>
<tr>
<td>6</td>
<td>Curator in Charge of Aviation Library</td>
<td>2, 3</td>
</tr>
<tr>
<td>7</td>
<td>Senior Museum Registrar</td>
<td>2, 3</td>
</tr>
<tr>
<td>8</td>
<td>Assistant Director, Exhibitions</td>
<td>2, 3</td>
</tr>
<tr>
<td>9</td>
<td>Electrical Inspectors</td>
<td>2, 3</td>
</tr>
<tr>
<td>10</td>
<td>Economic Planners</td>
<td>2, 3</td>
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<tr>
<td>11</td>
<td>Environmental Planners III</td>
<td>2, 3</td>
</tr>
<tr>
<td>12</td>
<td>Facilities Planning Managers</td>
<td>2, 3</td>
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<tr>
<td>13</td>
<td>Managers, Scheduling and Control</td>
<td>2, 3</td>
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<td>14</td>
<td>Manager Prevailing Wage</td>
<td>2, 3</td>
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<td>15</td>
<td>Manager, Employment Development</td>
<td>2, 3</td>
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<tr>
<td>16</td>
<td>Manager, Customer Service</td>
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<tr>
<td>17</td>
<td>Mechanical Inspectors</td>
<td>2, 3</td>
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<tr>
<td>18</td>
<td>Plumbing Inspectors</td>
<td>2, 3</td>
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<tr>
<td>19</td>
<td>Principal Architects</td>
<td>2, 3</td>
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<tr>
<td>20</td>
<td>Principal Civil Engineers</td>
<td>2, 3</td>
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<tr>
<td>21</td>
<td>Project Managers I</td>
<td>2, 3</td>
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<td>22</td>
<td>Project Managers II</td>
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<td>23</td>
<td>Project Managers III</td>
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<td>24</td>
<td>Project Managers IV</td>
<td>2, 3</td>
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<tr>
<td>25</td>
<td>Senior Architects</td>
<td>2, 3</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
### Designated Positions

<table>
<thead>
<tr>
<th>Position</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Director</td>
<td>1</td>
</tr>
<tr>
<td>Deputy Director</td>
<td>1</td>
</tr>
</tbody>
</table>

(Added by Ord. 190-90, App. 5/24/90; amended by Ord. 311-92, App. 10/9/92; Ord. 340-99, File No. 992046, App. 12/30/99)

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*With respect to consultants, the Airport Director 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 consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Airport Director 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. (Added by Ord. 3-90, App. 1/5/90; amended by Ord. 311-92, App. 10/9/92; Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98; Ord. 340-99, File No. 992046, App. 12/30/99)*

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**SEC. 3.1-125. ANIMAL CONTROL DEPARTMENT.**
SEC. 3.1-130. APPEALS, BOARD OF.

Designated Positions
Board Member
Executive Secretary

(Added by Ord. 26-90, App. 1/24/90; amended by Ord. 190-90, App. 5/24/90; Ord. 56-97, App. 3/6/97; Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-135. ASIAN ART MUSEUM. Disclosure Category 2. Persons in this category shall disclose all investments in, income from, and business positions 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, which do business in the jurisdiction, or which have done business in the jurisdiction in the past two years, or which may foreseeably do business in the jurisdiction in the future.

Designated Positions
Commissioner
Director
Chief Curator
Curator

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 345-98, App. 11/19/98)

SEC. 3.1-140. ART COMMISSION. (a) Disclosure Category 2. Persons in this disclosure category shall disclose all investments and business positions in any business entity, and income from any source, which does business with the Art Commission, or has done business with the Art Commission within the two years prior to the date any disclosure.
statement must be filed, or which may foreseeably do business with the Art Commission in the future.

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

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commissioners</td>
<td>2</td>
</tr>
<tr>
<td>Director of Cultural Affairs</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Director</td>
<td>1</td>
</tr>
<tr>
<td>Curator</td>
<td>2</td>
</tr>
<tr>
<td>Curatorial Aide</td>
<td>2</td>
</tr>
<tr>
<td>Registrar</td>
<td>2</td>
</tr>
<tr>
<td>Street Artist Director</td>
<td>2</td>
</tr>
<tr>
<td>Street Artist Advisory Committee</td>
<td>3</td>
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<tr>
<td>Neighborhood Arts Program Director</td>
<td>2</td>
</tr>
<tr>
<td>Arts Education Officer</td>
<td>2</td>
</tr>
<tr>
<td>Special Assistant Cultural Facilities Management</td>
<td>2</td>
</tr>
<tr>
<td>Project Manager, Writers Corps</td>
<td>2</td>
</tr>
</tbody>
</table>

(Added by Ord. 190-90, App. 5/24/90; amended by Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98)

SEC. 3.1-145. ASSESSOR-RECORDER.

Designated Positions                  Disclosure Categories
Assessor                              All 1
Executive Assistant                   

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
Chief Assistant Assessor
Recorder
Chief Appraiser
Chief Personal Property Appraiser
Assistant Chief Real Property Appraiser
Assistant Chief Personal Property Auditor
Chief, Technical Services
Assistant Chief, Technical Services
Chief, Assessment Standards
Principal Real Property Appraiser—Special Valuations
Principal Real Property Appraiser
Principal Personal Property Auditor
Senior Real Property Appraiser
Senior Personal Property Auditor
Real Property Appraiser
Real Property Appraiser Trainee
Senior Manager Principal Accountant
Personal Property Auditor
Civil Engineer Associate
Confidential Secretary to the Assessor
MIS
MIS Manager
MIS Specialist

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 311-92, App. 10/9/92; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98)

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
SEC. 3.1-150. BOARD OF SUPERVISORS. (a) Disclosure Category 2. Persons in this category shall disclose all investments and business positions held in business entities, and income from any business entity, engaged in the development, manufacture, distribution, sale or lease of computer hardware or software.

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

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member, Board of Supervisors</td>
<td>See Sec. 3.1-500</td>
</tr>
<tr>
<td>Clerk of the Board</td>
<td>1</td>
</tr>
<tr>
<td>Budget Analyst</td>
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</tr>
<tr>
<td>Member, Assessment Appeals Board</td>
<td>1</td>
</tr>
<tr>
<td>Alternate Member, Assessment Appeals Board</td>
<td>1</td>
</tr>
<tr>
<td>Hearing Officer, Assessment Appeals</td>
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</tr>
<tr>
<td>Assessment Appeals Administrator</td>
<td>3</td>
</tr>
<tr>
<td>IS Administrator III</td>
<td>2</td>
</tr>
<tr>
<td>Legislative Assistant</td>
<td>1</td>
</tr>
<tr>
<td>Chief Legislative Analyst</td>
<td>1</td>
</tr>
<tr>
<td>Senior Legislative Analyst</td>
<td>1</td>
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<tr>
<td>Legislative Analyst</td>
<td>1</td>
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<tr>
<td>Constituent Liaison</td>
<td>1</td>
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(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 190-90, App. 5/24/90; Ord. 311-92, App. 10/9/92; Ord. 352-93, App. 11/12/93; Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98; Ord. 340-99, File No. 992046, App. 12/30/99)
<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Inspection Commission Member</td>
<td>All 1</td>
</tr>
<tr>
<td>Building Inspection Commission Secretary</td>
<td></td>
</tr>
<tr>
<td>Director of Building Inspection</td>
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<tr>
<td>Deputy Director, Permit Services</td>
<td></td>
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<tr>
<td>Deputy Director, Inspection Services</td>
<td></td>
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<tr>
<td>Departmental Personnel Officer</td>
<td></td>
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<tr>
<td>Manager of Administration</td>
<td></td>
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<tr>
<td>Manager of Central Permit Bureau</td>
<td></td>
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<tr>
<td>Building Code Analyst</td>
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<tr>
<td>Senior Civil Engineer</td>
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<tr>
<td>Building Plans Engineer</td>
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<tr>
<td>Mechanical Engineer</td>
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<tr>
<td>Assistant Mechanical Engineer</td>
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<tr>
<td>Structural Engineer</td>
<td></td>
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<tr>
<td>Civil Engineer</td>
<td></td>
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<tr>
<td>Associate Civil Engineer</td>
<td></td>
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<tr>
<td>Assistant Civil Engineer</td>
<td></td>
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<tr>
<td>Chief Building Inspector</td>
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<tr>
<td>Senior Building Inspector</td>
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<tr>
<td>Building Inspector</td>
<td></td>
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<tr>
<td>Chief Electrical Inspector</td>
<td></td>
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<tr>
<td>Senior Electrical Inspector</td>
<td></td>
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<tr>
<td>Electrical Inspector</td>
<td></td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN  
BOARD OF SUPERVISORS
Chief Plumbing Inspector
Plumbing Inspector
Chief Housing Inspector
Senior Housing Inspector
Housing Inspector
Management Assistant (Permit Expediter)
Board of Examiners Member
Senior Plumbing Inspector
Chief Clerk
Permit Clerk II
Access Appeals Commission Member
Seismic Investigation and Hazard Survey Advisory Committee Member
Unreinforced Masonry Buildings Appeals Board Member
One-Stop Permit Manager
One-Stop Permit Coordinator
One-Stop Permit Clerk
Manager of Customer Services

(Added by Ord. 56-97, App. 3/6/97; amended by Ord. 345-98, App. 11/19/98; Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-160. CHILDREN AND FAMILIES FIRST COMMISSION.

Designated Positions Disclosure Categories
Member, Commission All 1
Executive Director

(Added by Ord. 340-99, File No. 992046, App. 12/30/99)
SEC. 3.1-165. CITIZEN COMPLAINTS, OFFICE OF.

Designated Positions  Disclosure Categories

Director 1

(Added by Ord. 190-90, App. 5/24/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-170. CITY ADMINISTRATOR.

(a) 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 City Administrator to provide, services, supplies, materials, machinery or equipment to the City Administrator.

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

Designated Positions  Disclosure Categories

City Administrator 1

Executive Assistant to the City Administrator 1

Deputy Fiscal Officer 1

Chief of Systems 1

Risk Manager 1

Assistant to City Administrator VI 1

Project Manager 2

Assistant to City Administrator VIII 3

Director Convention Facilities 3

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
SEC. 3.1-175. CITY ATTORNEY. (a) Disclosure Category 2. Persons in this category shall disclose all interests in real property, and all income from and investments in business entities which hold interests in real property in the jurisdiction, and all business positions held in such business entities.

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

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

Designated Positions | Disclosure Categories
--- | ---
City Attorney | See Sec. 3.1-500
Chief Assistant City Attorney | 1
Chief Deputy City Attorney | 1
Special Assistant, Board of Supervisors | 1
Special Assistant for Government Litigation | 1
Chief, Litigation Division | 3
Chief, Civil Litigation | 3
<table>
<thead>
<tr>
<th></th>
<th>Position</th>
<th>Count</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>Chief, Complex Litigation</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>Chief, Special Litigation</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>Lead Attorney, Government Law Division</td>
<td>1</td>
</tr>
<tr>
<td>4</td>
<td>Attorneys, Ethics</td>
<td>1</td>
</tr>
<tr>
<td>5</td>
<td>Attorneys, Telecommunications</td>
<td>3</td>
</tr>
<tr>
<td>6</td>
<td>Attorneys, Finance, Transactions and Special Projects</td>
<td>1</td>
</tr>
<tr>
<td>7</td>
<td>Lead Attorney, Airport</td>
<td>1</td>
</tr>
<tr>
<td>8</td>
<td>Lead Attorney, Code Enforcement</td>
<td>2</td>
</tr>
<tr>
<td>9</td>
<td>Lead Attorney, Construction</td>
<td>1</td>
</tr>
<tr>
<td>10</td>
<td>Attorneys, Contracts</td>
<td>1</td>
</tr>
<tr>
<td>11</td>
<td>Attorneys, Environment</td>
<td>2</td>
</tr>
<tr>
<td>12</td>
<td>Lead Attorneys, Health and Human Services</td>
<td>3</td>
</tr>
<tr>
<td>13</td>
<td>Lead Attorney, Labor Relations</td>
<td>1</td>
</tr>
<tr>
<td>14</td>
<td>Attorneys, Land Use</td>
<td>2</td>
</tr>
<tr>
<td>15</td>
<td>Attorneys, Taxation</td>
<td>1</td>
</tr>
<tr>
<td>16</td>
<td>Attorneys, Port</td>
<td>1</td>
</tr>
<tr>
<td>17</td>
<td>Lead Attorney, Public Utilities</td>
<td>1</td>
</tr>
<tr>
<td>18</td>
<td>Lead Attorney, Public Transportation</td>
<td>1</td>
</tr>
<tr>
<td>19</td>
<td>Attorneys, Retirement</td>
<td>1</td>
</tr>
<tr>
<td>20</td>
<td>Chief, Claims and Investigation Division</td>
<td>3</td>
</tr>
<tr>
<td>21</td>
<td>Chief, Administrative Services</td>
<td>4</td>
</tr>
<tr>
<td>22</td>
<td>Chief Financial Officer</td>
<td>4</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 190-90, App. 5/24/90; Ord. 311-92, App.
10/9/92; Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 224-97, App. 6/6/97; Ord.
345-98, App. 11/19/98)

SEC. 3.1-180. CIVIL GRAND JURY. Disclosure Category 2. Persons in this
category shall disclose all investments and business positions in business entities, and
income from any sources which have done business within the City and County in the
previous two years and income from all individuals who are employees of the City and County
and all interests in real property.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member, Civil Grand Jury</td>
<td>2</td>
</tr>
</tbody>
</table>

12/30/99)

SEC. 3.1-185. 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.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Service Commissioner</td>
<td>2</td>
</tr>
<tr>
<td>Executive Officer</td>
<td>2</td>
</tr>
</tbody>
</table>

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 380-94, App. 11/01/94; Ord. 340-99, File
No. 992046, App. 12/30/99)

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
2

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

**Designated Positions**

<table>
<thead>
<tr>
<th>Position</th>
<th>Disclosure Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members of the Governing Board</td>
<td>1</td>
</tr>
<tr>
<td>Chancellor Superintendent</td>
<td>1</td>
</tr>
<tr>
<td>Vice Chancellor, Administration</td>
<td>1</td>
</tr>
<tr>
<td>Vice Chancellor, Instruction</td>
<td>2</td>
</tr>
<tr>
<td>Vice Chancellor, Student Services</td>
<td>2</td>
</tr>
<tr>
<td>Vice Chancellor, Planning, Research &amp; Institutional Development</td>
<td>2</td>
</tr>
<tr>
<td>Director, Budget</td>
<td>1</td>
</tr>
<tr>
<td>Director, Administrative Services</td>
<td>1</td>
</tr>
<tr>
<td>Dean, Contract Education</td>
<td>2</td>
</tr>
<tr>
<td>Dean, Vocational Education</td>
<td>2</td>
</tr>
<tr>
<td>Dean, International Education/Community Services</td>
<td>2</td>
</tr>
<tr>
<td>Chief Operating Officer</td>
<td>2</td>
</tr>
<tr>
<td>Provost</td>
<td>2</td>
</tr>
</tbody>
</table>

**SUPervisor KAUFMAN**

**BOARD OF SUPERVISORS**
SEC. 3.1-195. CONTROLLER.

Designated Positions                  Disclosure Categories
Controller                                All 1
Chief Assistant Controller
Director, Accounting Operations and Systems Division
Personnel Officer
Director, Payroll and Personnel Systems Division
Director, Internal Audits Division
Director, Budget, Analysis & Reports Division

SEC. 3.1-200. COUNTY CLERK.

Designated Positions                  Disclosure Categories
County Clerk                                1

SEC. 3.1-205. DISTRICT ATTORNEY. Disclosure Category 2. Persons in this category shall disclose all income from and investments in businesses that provide services or that manufacture or sell supplies of the type used by the Office of the District Attorney.

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
### Designated Positions

<table>
<thead>
<tr>
<th>Position</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Attorney</td>
<td>See Sec. 3.1-500</td>
</tr>
<tr>
<td>Chief Assistant District Attorney (Chief Attorney II)</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Chief Attorney II</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Chief Attorney I</td>
<td>1</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>2</td>
</tr>
<tr>
<td>Consumer Fraud Attorneys and Investigators</td>
<td>1</td>
</tr>
<tr>
<td>Special Prosecution Attorneys and Investigators</td>
<td>1</td>
</tr>
<tr>
<td>Chief Investigator</td>
<td>1</td>
</tr>
<tr>
<td>Director, Family Support Bureau</td>
<td>2</td>
</tr>
<tr>
<td>Head of Felony Intake/Rebooking Section</td>
<td>1</td>
</tr>
<tr>
<td>Coordinator of Victim Services</td>
<td>2</td>
</tr>
<tr>
<td>Witness Services Specialist</td>
<td>2</td>
</tr>
</tbody>
</table>

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

### SEC. 3.1-210. ECONOMIC OPPORTUNITY COUNCIL.

**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 Economic Opportunity Council to provide, services, supplies, materials, machinery or equipment to the Economic Opportunity Council.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Director</td>
<td>1</td>
</tr>
<tr>
<td>Chief Fiscal Officer</td>
<td>1</td>
</tr>
<tr>
<td>Purchasing Component Head</td>
<td>2</td>
</tr>
</tbody>
</table>
SEC. 3.1-215. ELECTIONS, DEPARTMENT OF. Disclosure Category 2. Persons in this category shall disclose all interests in real property, and all investments and business positions in business entities and income from any source which manufactures or sells supplies, materials, machinery or equipment of the type used by the Department of Elections.

Designated Positions
Director of Elections
All Division Managers, Department of Elections
Computer Services Manager
Administrative Analyst

Disclosure Categories
1
2
2
2

(Added by Ord. 56-97, App. 3/6/97; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-220. EMERGENCY SERVICES.

Designated Positions
Director of Emergency Services

Disclosure Categories
1

(Added by Ord. 3-90, App. 1/1/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-225. ENVIRONMENT COMMISSION.

Designated Positions
Commission Member

Disclosure Categories
1

(Added by Ord. 56-97, App. 3/6/97; amended by Ord. 340-99, File No. 992046, App. 12/30/99)
## SEC. 3.1-330. ETHICS COMMISSION.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commission Member</td>
<td>All 1</td>
</tr>
<tr>
<td>Executive Director</td>
<td></td>
</tr>
<tr>
<td>Chief Investigator/Deputy Executive Director</td>
<td></td>
</tr>
<tr>
<td>Investigator/Auditor</td>
<td></td>
</tr>
<tr>
<td>Whistleblower/Educator</td>
<td></td>
</tr>
<tr>
<td>Campaign Finance Officer 1</td>
<td></td>
</tr>
<tr>
<td>Campaign Finance Auditor 1</td>
<td></td>
</tr>
<tr>
<td>Consultant</td>
<td></td>
</tr>
</tbody>
</table>


## SEC. 3.1-235. EXAMINERS, PLUMBING AND ELECTRICAL, BOARD OF.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members, Board of Examiners</td>
<td>1</td>
</tr>
</tbody>
</table>

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

## SEC. 3.1-240. FILM AND VIDEO ARTS COMMISSION.

**Disclosure Category 2.** Persons in this category shall disclose all investments and business positions in, and income from, any film company that does business in the City and County within two years of the period covered by any statement of economic interest, or may foreseeably do business in the City and County. The term “film company” shall have the
meaning ascribed to it by Section 57.1 of the Administrative Code of the City and County of San Francisco.

**Designated Positions**

- Commissioner: 2
- Executive Director: 1
- Administrative Assistant: 1

(Added by Ord. 296-91, App. 7/29/91; amended by Ord. 311-92, App. 10/9/92; Ord. 345-98, App. 11/19/98)

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

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

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

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

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

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

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

(g) Disclosure Category 8. Persons in this disclosure category shall disclose all
investments and business positions in any business entity, and income from any source,
which manufactures or sells supplies, books, machinery or equipment, or which provides
services, of the type used by the department for which the designated employee is manager
or director.
<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trustee</td>
<td>2, 3, 4</td>
</tr>
<tr>
<td>Director</td>
<td>5</td>
</tr>
<tr>
<td>Associate Director/Chief Curator</td>
<td>5</td>
</tr>
<tr>
<td>Director of Exhibitions and Technical Production</td>
<td>3, 5</td>
</tr>
<tr>
<td>Director of Advertising and Promotion</td>
<td>8</td>
</tr>
<tr>
<td>Director of Membership and Annual Fund</td>
<td>5</td>
</tr>
<tr>
<td>Deputy Director for Administration and Finance</td>
<td>5</td>
</tr>
<tr>
<td>Deputy Director for Development</td>
<td>5</td>
</tr>
<tr>
<td>Curator-In-Charge, American Art</td>
<td>2, 6</td>
</tr>
<tr>
<td>Curator-In-Charge, Textiles</td>
<td>2, 6</td>
</tr>
<tr>
<td>Curator-In-Charge, Africa, Oceana and the Americas</td>
<td>2, 6</td>
</tr>
<tr>
<td>Curator-In-Charge, Achenbach Foundation for Graphic Arts</td>
<td>2, 6</td>
</tr>
<tr>
<td>Head Conservator, Paintings Conservation</td>
<td>2</td>
</tr>
<tr>
<td>Head Conservator, Paper Conservation Lab</td>
<td>2</td>
</tr>
<tr>
<td>Head Conservator, Textiles Conservation</td>
<td>2</td>
</tr>
<tr>
<td>Head Conservator, Objects Conservation</td>
<td>2</td>
</tr>
<tr>
<td>Director of Registration</td>
<td>7</td>
</tr>
<tr>
<td>Buildings &amp; Grounds Maintenance Superintendent</td>
<td>3, 4, 8</td>
</tr>
<tr>
<td>Controller</td>
<td>5</td>
</tr>
<tr>
<td>Director of Education</td>
<td>6</td>
</tr>
<tr>
<td>Director of Exhibition Planning</td>
<td>5</td>
</tr>
<tr>
<td>Librarian</td>
<td>6</td>
</tr>
<tr>
<td>Director of Publications and Graphic Design</td>
<td>6</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
Page 89
2/28/00
Visitors and Visitor Services Manager 8
Chairman of Conservation Labs/Head of Paper 2, 7
Conservation Lab/Director of Collection Imaging 2, 7
General Manager of Museum Stores 8
Director of Media Relations 8
de Young Project Manager 3, 4, 5, 7, 8

(Added by Ord. 190-90, App. 5/24/90; amended by Ord. 311-92, App. 10/9/92; Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98)

SEC. 3.1-250. FIRE DEPARTMENT. (a) Disclosure Category 2. Persons in this disclosure category shall disclose all interests in real property, and all investments in, income from, and any business position in any business entity which manufactures or sells supplies, materials, machinery or equipment of the type purchased by the San Francisco Fire Department, or which provides services of the type used by the Department.

(b) Disclosure Category 3. Persons in this disclosure category shall disclose all investments and business positions in business entities, and income from any source, which manufactures or sells supplies, materials, machinery or equipment of the type purchased by the San Francisco Fire Department, or which provides services of the type used by the Department.

(c) Disclosure Category 4. Persons in this disclosure category shall disclose all investments and business positions in business entities, and income from any source, which provides personnel training services of the type used by the Department.

Designated Positions
Commissioners 1
Chief of Department 1

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
<table>
<thead>
<tr>
<th>Position</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deputy Chief of Department</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Deputy Chief II</td>
<td>2</td>
</tr>
<tr>
<td>Captain, Bureau of Equipment</td>
<td>3</td>
</tr>
<tr>
<td>Assistant Chief, Airport</td>
<td>1</td>
</tr>
<tr>
<td>Fire Marshal</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Chief</td>
<td>3</td>
</tr>
<tr>
<td>Operations/Training Supervisor, Airport</td>
<td>3</td>
</tr>
<tr>
<td>Fire Prevention - all ranks Employees with inspection responsibilities</td>
<td>1</td>
</tr>
<tr>
<td>Utility Plumber Supervisor I</td>
<td>2</td>
</tr>
<tr>
<td>Utility Plumber Supervisor II</td>
<td>2</td>
</tr>
<tr>
<td>H-53 EMS Chief</td>
<td>2</td>
</tr>
<tr>
<td>H-43 EMS Section Chiefs</td>
<td>2</td>
</tr>
<tr>
<td>(Added by Ord. 190-90, App. 5/24/90; amended by Ord. 345-98, App. 11/19/98)</td>
<td></td>
</tr>
</tbody>
</table>

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

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

**Designated Positions**

<table>
<thead>
<tr>
<th>Member</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2</td>
</tr>
</tbody>
</table>
SEC. 3.1-260. HEALTH AUTHORITY. Disclosure Category 2. Persons in this category shall disclose all investments in and business positions with business entities, including nonprofit entities, which may receive funds from the Health Authority, or contract with the Health Authority, or provide services of the type utilized by the Health Authority, including but not limited to health care providers and community-based health and social service organizations. Persons in this category shall also disclose all income from persons and entities that may receive funds from the Health Authority, or contract with the Health Authority, or provide services of the type utilized by the Health Authority, including but not limited to health care providers and community-based health and social service organizations.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members of the Governing Board</td>
<td>2</td>
</tr>
<tr>
<td>Chief Executive Officer</td>
<td>2</td>
</tr>
<tr>
<td>Director of Business Development</td>
<td>2</td>
</tr>
<tr>
<td>Consultants*</td>
<td>2</td>
</tr>
</tbody>
</table>

*With respect to consultants, the CEO of the Health Authority may determine in writing that a particular consultant is hired to perform a range of duties that are limited in scope and thus the consultant is not required to comply with the disclosure requirements. Such a determination shall include a description of the consultant's duties and, based on those duties, a statement of the applicable disclosure requirements. The CEO shall forward a copy of this determination to the Ethics Commission. The determination is a public record and shall be retained for public inspection. (Added by Ord. 245-97, App. 6/13/97)
SEC. 3.1-265. HEALTH, DEPARTMENT OF PUBLIC. (a) Disclosure Category 2. Persons in this category shall disclose all investment and business positions in business entities and income from all laboratories, clinics, hospitals, rest homes, nursing homes, and outpatient care facilities, all medical, surgical, psychiatric, psychological, and related practices, all medical supply firms, drug companies, and insurance companies; all child or adult care facilities; all medical or social service consulting firms; and any source which provides, or contracts with the City and County of San Francisco and its Public Health Department to provide services, supplies, materials, machinery or equipment to the Public Health Department.

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

**Designated Positions**

<table>
<thead>
<tr>
<th>Position</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Commissioner</td>
<td>1</td>
</tr>
<tr>
<td>Executive Assistant to the Director of Health</td>
<td>2</td>
</tr>
<tr>
<td>Administrator, SFGH Medical Center</td>
<td>1</td>
</tr>
<tr>
<td>Director of Health</td>
<td>1</td>
</tr>
<tr>
<td>Departmental Personnel Officer</td>
<td>2</td>
</tr>
<tr>
<td>Senior Personnel Officer</td>
<td>2</td>
</tr>
<tr>
<td>Personnel Director</td>
<td>1</td>
</tr>
<tr>
<td>Finance Director, DPH</td>
<td>1</td>
</tr>
<tr>
<td>Supervising Fiscal Officer</td>
<td>2</td>
</tr>
<tr>
<td>MIS Manager</td>
<td>2</td>
</tr>
<tr>
<td>Senior Administrative Analyst</td>
<td></td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
1 (Contracts Office Only) 2
2 Principal Administrative Analyst 2
3 (Contracts Office Only) 2
4 Materials and Supplies Supervisor 2
5 Materials Coordinator 2
6 Chief Medical Records Administrator 2
7 Director of Patient Financial Services and Admissions 2
8 Hospital Assistant Administrator 1
9 Hospital Associate Administrator 1
10 Associate Administrator, Medical Services, LHH 1
11 Administrator, LHH 1
12 Director, Dental Division 1
13 Senior Physician Specialist 1
14 (Leadership Positions Only) 2
15 Supervising Physician Specialist 2
16 Radiologist/Chief of Medical Staff 1
17 Head Nurse 2
18 Assistant Director of Nursing 1
19 Director of Nurses, LHH 1
20 Senior Pharmacist 2
21 Director of Pharmaceutical Services 2
22 Pharmacy Director, LHH 2
23 Director, Public Health Laboratories 2
24 Administrative Chef 2

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
<table>
<thead>
<tr>
<th></th>
<th>Position</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Director of Food Services</td>
<td>2</td>
</tr>
<tr>
<td>2</td>
<td>Assistant General Services Manager</td>
<td>2</td>
</tr>
<tr>
<td>3</td>
<td>General Services Manager</td>
<td>2</td>
</tr>
<tr>
<td>4</td>
<td>Associate Director, AIDS</td>
<td>1</td>
</tr>
<tr>
<td>5</td>
<td>Deputy Director for Business and Operations</td>
<td>1</td>
</tr>
<tr>
<td>6</td>
<td>Deputy Director for Mental Health Programs</td>
<td>1</td>
</tr>
<tr>
<td>7</td>
<td>Deputy Director, Public Health Programs</td>
<td>1</td>
</tr>
<tr>
<td>8</td>
<td>Medical Social Worker Supervisor</td>
<td>2</td>
</tr>
<tr>
<td>9</td>
<td>Chief, Medical Social Services</td>
<td>2</td>
</tr>
<tr>
<td>10</td>
<td>Conservatorship/Case Management Supervisor</td>
<td>2</td>
</tr>
<tr>
<td>11</td>
<td>Environmental Health Inspector</td>
<td>3</td>
</tr>
<tr>
<td>12</td>
<td>Senior Environmental Health Inspector</td>
<td>3</td>
</tr>
<tr>
<td>13</td>
<td>Principal Environmental Health Inspector</td>
<td>3</td>
</tr>
<tr>
<td>14</td>
<td>Director, Bureau of Environmental Health Services</td>
<td>1</td>
</tr>
<tr>
<td>15</td>
<td>Assistant Director, Bureau of Environmental Health Services</td>
<td>1</td>
</tr>
<tr>
<td>16</td>
<td>Industrial Hygienist</td>
<td>2</td>
</tr>
<tr>
<td>17</td>
<td>Building and Grounds Maintenance Superintendent</td>
<td>2</td>
</tr>
<tr>
<td>18</td>
<td>Chief Stationary Engineer</td>
<td>2</td>
</tr>
<tr>
<td>19</td>
<td>Institutional Police Lieutenant</td>
<td>2</td>
</tr>
<tr>
<td>20</td>
<td>MIS Director</td>
<td>1</td>
</tr>
<tr>
<td>21</td>
<td>Administrator, Health Information Services</td>
<td>2</td>
</tr>
<tr>
<td>22</td>
<td>Associate Affirmative Action Coordinator</td>
<td>2</td>
</tr>
<tr>
<td>23</td>
<td>Secretary, Health Commission</td>
<td>1</td>
</tr>
<tr>
<td>24</td>
<td>Director of Patient Accounts</td>
<td>2</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
<table>
<thead>
<tr>
<th></th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Senior Storekeeper</td>
</tr>
<tr>
<td>2</td>
<td>Assistant Materials Coordinator</td>
</tr>
<tr>
<td>3</td>
<td>Director of Medical Records</td>
</tr>
<tr>
<td>4</td>
<td>Senior Associate Administrator</td>
</tr>
<tr>
<td>5</td>
<td>Medical Director, DPH</td>
</tr>
<tr>
<td>6</td>
<td>Nursing Supervisor</td>
</tr>
<tr>
<td>7</td>
<td>Assistant Director of Nursing, Staff Development and Research</td>
</tr>
<tr>
<td>8</td>
<td>Assistant Director of Nursing, LHH</td>
</tr>
<tr>
<td>9</td>
<td>Rad. Tech. Supervisor</td>
</tr>
<tr>
<td>10</td>
<td>Director, Radiology</td>
</tr>
<tr>
<td>11</td>
<td>Emergency Medical Services Agency Specialist</td>
</tr>
<tr>
<td>12</td>
<td>Rehabilitation Coordination</td>
</tr>
<tr>
<td>13</td>
<td>Employee Referral Program Director (EAP)</td>
</tr>
<tr>
<td>14</td>
<td>Food Service Manager</td>
</tr>
<tr>
<td>15</td>
<td>Principal Disease Control Investigator</td>
</tr>
<tr>
<td>16</td>
<td>Chief, Bureau of Records and Statistics</td>
</tr>
<tr>
<td>17</td>
<td>Director of Health Program Planning</td>
</tr>
<tr>
<td>18</td>
<td>Chief, Bureau of Health Education</td>
</tr>
<tr>
<td>19</td>
<td>Director, WIC Program, DPH</td>
</tr>
<tr>
<td>20</td>
<td>Director, Business and Operations Support, MHP</td>
</tr>
<tr>
<td>21</td>
<td>Deputy Director of Adult Services, CMHS</td>
</tr>
<tr>
<td>22</td>
<td>Deputy Director of Institutions, DPH</td>
</tr>
<tr>
<td>23</td>
<td>Program Chief, CPHS</td>
</tr>
<tr>
<td>24</td>
<td>Hospital Eligibility Manager</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
<table>
<thead>
<tr>
<th>Position</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>DPH Contract Compliance Officer II</td>
<td>2</td>
</tr>
<tr>
<td>Contract Compliance Officer I</td>
<td>2</td>
</tr>
<tr>
<td>Assistant Industrial Hygienist</td>
<td>2</td>
</tr>
<tr>
<td>Senior Industrial Hygienist</td>
<td>2</td>
</tr>
<tr>
<td>Hazardous Materials Permit Program Manager</td>
<td>2</td>
</tr>
<tr>
<td>Manager, Office of Health and Safety</td>
<td>2</td>
</tr>
<tr>
<td>Director of Toxics and Safety Services</td>
<td>1</td>
</tr>
<tr>
<td>Institutional Police Sergeant</td>
<td>2</td>
</tr>
<tr>
<td>Institutional Police Captain</td>
<td>2</td>
</tr>
<tr>
<td>Director of Homeless Programs</td>
<td>2</td>
</tr>
<tr>
<td>Director of Public Information</td>
<td>2</td>
</tr>
<tr>
<td>Telecommunications Systems Director</td>
<td>2</td>
</tr>
<tr>
<td>Assistant Director, MIS</td>
<td>2</td>
</tr>
<tr>
<td>Health Center Manager</td>
<td>2</td>
</tr>
<tr>
<td>Elig. Section Manager</td>
<td>2</td>
</tr>
<tr>
<td>Special Assistant (VII-XVII)</td>
<td>2</td>
</tr>
<tr>
<td>Director of Activities, Therapy and Volunteer Services</td>
<td>2</td>
</tr>
<tr>
<td>Nursing Supervisor, Psychiatry</td>
<td>2</td>
</tr>
</tbody>
</table>


SEC. 3.1-270. HOUSING AUTHORITY. (a) Disclosure Category 2. Persons in this disclosure category shall disclose all investments in, income from, and any business position in any business entity which leases, rents or operates from property of the San Francisco

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
Housing Authority, or which provides or contracts with the Housing Authority to provide, services, supplies, materials, machinery or equipment to the Authority, or which has done so within the two years prior to the filing of any disclosure statement, or which may foreseeably do so in the future.

(b) Disclosure Category 3. Persons in this disclosure category shall disclose all income from any person who applies for housing with the San Francisco Housing Authority, or who has submitted such an application within the two years prior to the filing of any disclosure statement.

(c) Disclosure Category 4. Persons in this disclosure category shall disclose all interests in real property in the City and County of San Francisco, and investments and business positions in business entities and income from any source which owns, leases, rents or manages any real property in the City and County of San Francisco.

Designated Positions | Disclosure Categories
--- | ---
Commissioners | 1
Executive Director | 1
Deputy Executive Director | 1
Executive Assistant to the Executive Director | 1
Inspector General | 1
General Counsel | 1
Director of Internal Audit | 1
Director of Finance | 2
Accounting Manager | 2
Materials Manager | 2
Material Control Officer | 2
Procurement Officer | 2
<table>
<thead>
<tr>
<th></th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Buyer</td>
</tr>
<tr>
<td>2</td>
<td>Budget Supervisor</td>
</tr>
<tr>
<td>3</td>
<td>Senior Project Manager</td>
</tr>
<tr>
<td>4</td>
<td>Project Manager</td>
</tr>
<tr>
<td>5</td>
<td>Hope VI/New Construction Manager</td>
</tr>
<tr>
<td>6</td>
<td>Modernization Manager</td>
</tr>
<tr>
<td>7</td>
<td>Construction Inspector</td>
</tr>
<tr>
<td>8</td>
<td>Engineering Associate</td>
</tr>
<tr>
<td>9</td>
<td>Senior Industrial Hygienist</td>
</tr>
<tr>
<td>10</td>
<td>Architectural Associate I</td>
</tr>
<tr>
<td>11</td>
<td>Architectural Associate II</td>
</tr>
<tr>
<td>12</td>
<td>Public Information Officer</td>
</tr>
<tr>
<td>13</td>
<td>Director of Human Resources</td>
</tr>
<tr>
<td>14</td>
<td>Recruitment/Labor Relations Manager</td>
</tr>
<tr>
<td>15</td>
<td>Safety Specialist</td>
</tr>
<tr>
<td>16</td>
<td>Affirmative Action Officer</td>
</tr>
<tr>
<td>17</td>
<td>Administrator of Modernization &amp; Rehabilitation</td>
</tr>
<tr>
<td>18</td>
<td>Administrator of Business Administration &amp; Support</td>
</tr>
<tr>
<td>19</td>
<td>Administrator of Housing Development</td>
</tr>
<tr>
<td>20</td>
<td>Customer Service Administrator</td>
</tr>
<tr>
<td>21</td>
<td>Administrator of Leased Housing</td>
</tr>
<tr>
<td>22</td>
<td>Administrator of Social Services</td>
</tr>
<tr>
<td>23</td>
<td>Assistant General Counsel</td>
</tr>
<tr>
<td>24</td>
<td>Senior Attorney</td>
</tr>
<tr>
<td>25</td>
<td>Certified Paralegal</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
<table>
<thead>
<tr>
<th></th>
<th>Title</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Risk Management Officer</td>
<td>2</td>
</tr>
<tr>
<td>2</td>
<td>Administrative Officer</td>
<td>2</td>
</tr>
<tr>
<td>3</td>
<td>Accounting Supervisor</td>
<td>2</td>
</tr>
<tr>
<td>4</td>
<td>Director of Management Information Systems</td>
<td>2</td>
</tr>
<tr>
<td>5</td>
<td>Director of Contracting</td>
<td>2</td>
</tr>
<tr>
<td>6</td>
<td>Labor &amp; Employee Relations Specialist</td>
<td>2</td>
</tr>
<tr>
<td>7</td>
<td>Director of Diversity &amp; Training</td>
<td>2</td>
</tr>
<tr>
<td>8</td>
<td>Director of Administrative Services</td>
<td>2</td>
</tr>
<tr>
<td>9</td>
<td>Public Safety Specialist</td>
<td>2</td>
</tr>
<tr>
<td>10</td>
<td>District Customer Service Director</td>
<td>2</td>
</tr>
<tr>
<td>11</td>
<td>Director of Central Services</td>
<td>2</td>
</tr>
<tr>
<td>12</td>
<td>Administrative Director</td>
<td>2</td>
</tr>
<tr>
<td>13</td>
<td>Planning and Program Development Manager</td>
<td>2</td>
</tr>
<tr>
<td>14</td>
<td>General Manager, Family Sweep</td>
<td>2</td>
</tr>
<tr>
<td>15</td>
<td>General Manager, Senior Sweep</td>
<td>2</td>
</tr>
<tr>
<td>16</td>
<td>Deputy Administrator of Social Services</td>
<td>2</td>
</tr>
<tr>
<td>17</td>
<td>Chief of Economic &amp; Employment Development</td>
<td>2</td>
</tr>
<tr>
<td>18</td>
<td>Grants Manager</td>
<td>2</td>
</tr>
<tr>
<td>19</td>
<td>Associate Grants Manager</td>
<td>2</td>
</tr>
<tr>
<td>20</td>
<td>Director of OCRI</td>
<td>2</td>
</tr>
<tr>
<td>21</td>
<td>Director of Safety</td>
<td>2</td>
</tr>
<tr>
<td>22</td>
<td>Director of Senior Social Services</td>
<td>2</td>
</tr>
<tr>
<td>23</td>
<td>Financial Advisor</td>
<td>2</td>
</tr>
<tr>
<td>24</td>
<td>Employment &amp; Relocation Services Manager</td>
<td>2</td>
</tr>
<tr>
<td>25</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
(Added by Ord. 190-90, App. 5/24/90; amended by Ord. 311-92, App. 10/9/92; Ord. 56-97,
App. 3/6/97; Ord. 345-98, App. 11/19/98; Ord. 340-99, File No. 992046, App. 12/30/99)

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.

Designated Positions

<table>
<thead>
<tr>
<th>Position</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Resources Director</td>
<td>1</td>
</tr>
<tr>
<td>Executive Director, Health Services System</td>
<td>1</td>
</tr>
<tr>
<td>Members, Health Service Board</td>
<td>1</td>
</tr>
<tr>
<td>Employee Relations Director</td>
<td>2</td>
</tr>
<tr>
<td>Division Manager, Personnel</td>
<td>2</td>
</tr>
<tr>
<td>Assistant Division Manager, Personnel</td>
<td>2</td>
</tr>
<tr>
<td>Affirmative Action Coordinator</td>
<td>2</td>
</tr>
<tr>
<td>Director of Training</td>
<td>2</td>
</tr>
</tbody>
</table>

(Added by Ord. 380-94, App. 11/10/94; amended by Ord. 345-98, App. 11/19/98)

SEC. 3.1-280. HUMAN RIGHTS COMMISSION. Disclosure Category 2. Persons in
this position 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 Human Rights Commission.

Designated Positions

<table>
<thead>
<tr>
<th>Position</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members, Human Rights Commission</td>
<td>2</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
SEC. 3.1-285. HUMAN SERVICES COMMISSION.

(a) 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 Department of Human Services to provide services, supplies, materials, machinery or equipment to the Human Services Department.

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

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

Designated Positions                                      Disclosure Categories

Members, Human Services Commission                      1
Executive Director                                      1
Deputy Directors                                        1
Special Assistants to the Executive Director for
Welfare Reform                                          2
Director, Planning and Budget                            1
<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manager, Budget and Fiscal Operations</td>
<td>1</td>
</tr>
<tr>
<td>Program Manager, Family and Children's Services</td>
<td>2, 3</td>
</tr>
<tr>
<td>Program Manager, Adult Services</td>
<td>2, 3</td>
</tr>
<tr>
<td>Program Manager, County Adult Assistance Programs</td>
<td>2</td>
</tr>
<tr>
<td>Manager, Investigations</td>
<td>3</td>
</tr>
<tr>
<td>Director, Support Services</td>
<td>2</td>
</tr>
<tr>
<td>Supervisor, Materials and Supplies</td>
<td>2</td>
</tr>
<tr>
<td>Director, Contracts</td>
<td>2</td>
</tr>
<tr>
<td>Director, Information Technology</td>
<td>4</td>
</tr>
</tbody>
</table>


**SEC. 3.1-290. JOINT POWERS FINANCING AUTHORITY.**

**Disclosure Category 2.** Persons in this category shall disclose all income from, investments in, and their status as a director, officer, partner, trustee, employee or holder of a management position in any business entity engaged in investment banking.

**Designated Positions**  
Member, Authority Board  
(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 56-97, App. 3/6/97)

**SEC. 3.1-295. JUVENILE PROBATION COMMISSION.**

**Disclosure Category 2.** Persons in this disclosure category shall disclose all interests in real property, investments and business positions in any business entity, and income from any source, that provides or contracts to provide to the Juvenile Probation Department, any

**SUPERVISOR KAUFMAN**  
**BOARD OF SUPERVISORS**
equipment, supplies, machinery, materials or services, or has done so within two years prior to the filing of any statement of economic interest, or may foreseeably do so in the future.

**Designated Positions**

- Commissioner: Disclosure Categories 2
- Chief Probation Officer: Disclosure Categories 1

(Added by Ord. 190-90, App. 5/24/90)

**SEC. 3.1-300. LANDMARKS PRESERVATION ADVISORY BOARD.**

**Designated Positions**

- Board Member: Disclosure Categories 1

(Added by Ord. 190-90, App. 5/24/90)

**SEC. 3.1-305. LAW LIBRARY. Disclosure Category 2.** Persons in this category shall disclose all sources of income from any business that sells or provides supplies, materials, books, machinery or services or equipment of the type utilized by the San Francisco Law Library in an aggregate of $5,000 per annum or more.

**Designated Positions**

- Law Librarian—Secretary: Disclosure Categories All 2
- Chief Assistant Law Librarian
- Members of the Board of Trustees

(Added by Ord. 3-90, App. 1/5/90; amended Ord. 345-98, App. 11/19/98)

**SEC. 3.1-310. LIBRARY, PUBLIC. 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 Libraries.
Library Department to provide services, supplies, materials, machinery or equipment to the Public Library Department.

**Designated Positions**  
<table>
<thead>
<tr>
<th>Position</th>
<th>Disclosure Categories</th>
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</thead>
<tbody>
<tr>
<td>Commissioners</td>
<td>1</td>
</tr>
<tr>
<td>City Librarian</td>
<td>1</td>
</tr>
<tr>
<td>Deputy City Librarian</td>
<td>2</td>
</tr>
<tr>
<td>Librarian IV</td>
<td>2</td>
</tr>
<tr>
<td>Secretary to the Library Commission</td>
<td>2</td>
</tr>
<tr>
<td>Librarians, Order Department</td>
<td>2</td>
</tr>
<tr>
<td>Librarian, S.F. History Room</td>
<td>2</td>
</tr>
<tr>
<td>Librarian, Special Collections</td>
<td>2</td>
</tr>
<tr>
<td>Librarian, Periodical Processing</td>
<td>2</td>
</tr>
</tbody>
</table>

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 345-98, App. 11/19/98); Ord. 340-99, File No. 992046, App. 12/30/99

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

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor</td>
<td>See Sec. 3.1-500</td>
</tr>
<tr>
<td>Administrative Secretary to the Mayor</td>
<td>1</td>
</tr>
<tr>
<td>Mayor's Program Manager</td>
<td>1</td>
</tr>
<tr>
<td>Special Assistant for Program Development</td>
<td>1</td>
</tr>
<tr>
<td>Coordinator for Citizen Involvement</td>
<td>1</td>
</tr>
<tr>
<td>Intergovernmental Affairs Coordinator</td>
<td>1</td>
</tr>
<tr>
<td>Deputy Director, Mayor's Criminal Justice Council</td>
<td>1</td>
</tr>
<tr>
<td>Port Director/Treasure Island</td>
<td>1</td>
</tr>
</tbody>
</table>

**SUPERVISOR KAUFMAN**

**BOARD OF SUPERVISORS**
Director, Mayor's Office of Business & Economic Development/Chief Economic Advisor

Special Assistant II

Special Assistant III

Special Assistant IV

Special Assistant V

Special Assistant VI

Special Assistant VII

Special Assistant VIII

Special Assistant IX

Special Assistant X

Special Assistant XI

Special Assistant XII

Special Assistant XIII

Special Assistant XIV

Special Assistant XV

Special Assistant XVI

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 380-94, App. 11/10/94; Ord. 345-98, App. 11/19/98)

SEC. 3.1-320. MEDICAL EXAMINER. (a) 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 Medical Examiner to provide, services, supplies, materials, machinery or equipment to the Medical Examiner.
(b) 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 Medical Examiner.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Medical Examiner</td>
<td>1</td>
</tr>
<tr>
<td>Medical Examiner's Administrator</td>
<td>2, 3</td>
</tr>
</tbody>
</table>

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 345-98, App. 11/19/98)

SEC. 3.1-325. PARKING AUTHORITY.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members of the Parking Authority</td>
<td>All 1</td>
</tr>
<tr>
<td>Director</td>
<td></td>
</tr>
<tr>
<td>Deputy Director</td>
<td></td>
</tr>
</tbody>
</table>

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 345-98, App. 11/19/98)

SEC. 3.1-330. PARKING AND TRAFFIC, DEPARTMENT OF.

<table>
<thead>
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</tr>
</thead>
<tbody>
<tr>
<td>Commissioners</td>
<td>All 1</td>
</tr>
<tr>
<td>Executive Director</td>
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</tr>
<tr>
<td>Deputy Director, Finance and Administration</td>
<td></td>
</tr>
<tr>
<td>Deputy Director, Traffic</td>
<td></td>
</tr>
<tr>
<td>Deputy Director, Enforcement</td>
<td></td>
</tr>
<tr>
<td>Deputy Director, Parking Services</td>
<td></td>
</tr>
</tbody>
</table>

(Added by Ord. 190-90, App. 5/24/90; amended by Ord. 380-94, App. 11/10/94; Ord 345-98, App. 11/19/98; Ord. 340-99, File No.)
SEC. 3.1-335. PLANNING DEPARTMENT. (a) Disclosure Category 2. Persons in this category shall disclose all interests in real property, and all income from, and investments and business positions in any business entity that is principally involved in real estate development, architecture, design, engineering, real estate brokerage, real estate finance or appraisal, or historic preservation.

(b) Disclosure Category 3. 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 the Department of City Planning to provide, services, supplies, materials, machinery or equipment to the Department of City Planning.

Designated Positions

Planning Commissioners
Director of Planning
Special Assistant XVI
Assistant Director—Implementation
Planner V—General
Planner V—Zoning
Environmental Review Officer
Administrative Secretary, City Planning Commission
Planner IV—General
Planner IV—Zoning
Planner IV—Environmental Review
Planner IV—Urban Systems Analyst

Disclosure Categories
See Sec. 3.1-500
1
1
1
1
1
1
1
1
1
1
1
1
Planner III—Urban Design  
Planner III—Transportation  
Planner III—General  
Planner III—Zoning  
Planner III—Environmental Review  
Planner II  
Planner I  
Transit Planner IV  
Transit Planner III  
Transit Planner II  
Architectural Assistant II  
Architectural Assistant I  
Consultants*  

*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 consultant's 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.

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 190-90, App. 5/24/90; Ord. 311-92, App. 10/9/92; Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98)

**SEC. 3.1-340. POLICE DEPARTMENT.** (a) **Disclosure Category 2.** Persons in this category shall disclose all investments and business positions in business entities and income

SUPERVISOR KAUFMAN  
BOARD OF SUPERVISORS  
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from any source which provides, or contracts with the City and County of San Francisco anditis Police Department to provide, services, supplies, materials, machinery or equipment to the
Police Department.

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

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police Commissioners</td>
<td>1</td>
</tr>
<tr>
<td>Chief of Police</td>
<td>1</td>
</tr>
<tr>
<td>Deputy Chief of Police</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Chief of Police</td>
<td>1</td>
</tr>
<tr>
<td>All Captains of Police</td>
<td>1</td>
</tr>
<tr>
<td>Commanders of Police</td>
<td>1</td>
</tr>
<tr>
<td>Commanding Officers, District Stations</td>
<td>1</td>
</tr>
<tr>
<td>Commanding Officer, Planning Division</td>
<td>2</td>
</tr>
<tr>
<td>Commanding Officer, Vice Crimes</td>
<td>1</td>
</tr>
<tr>
<td>Commanding Officer, Property Control Division</td>
<td>1</td>
</tr>
<tr>
<td>Commanding Officer, Fiscal Division</td>
<td>1</td>
</tr>
<tr>
<td>Commanding Officer, Legal Division</td>
<td>1</td>
</tr>
<tr>
<td>Legal Officers</td>
<td>1</td>
</tr>
<tr>
<td>Commanding Officer, Permits Section</td>
<td>3</td>
</tr>
<tr>
<td>Officer in Charge, Permit Section</td>
<td>3</td>
</tr>
<tr>
<td>Chief's Permit Hearing Officer</td>
<td>3</td>
</tr>
<tr>
<td>Officer in Charge of the Police Law</td>
<td>3</td>
</tr>
<tr>
<td>Enforcement Services Unit</td>
<td>1</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
1 Officer in Charge of Management Control Division
2 Officer in Charge of Management Information Systems
3 Chief Accounting Officer
4 Commanding Officer—Special Investigations
5 Commanding Officer—Narcotics Division
6 Lieutenant—Vice Crimes
7 Lieutenant—Narcotics
8
9 (Added by Ord. 3-90, App. 1/5/90; amended by Ord. 311-92, App. 10/9/92; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98)

SEC. 3.1-345. PORT COMMISSION. 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.

Designated Positions

Port Commissioners
Port Director
Commercial Property Manager

Disclosure Categories
1
1
2
| 1 | Assistant Rental Manager                  | 2 |
| 2 | Cargo Operations Manager                 | 2 |
| 3 | Wharfinger II                            | 2 |
| 4 | Chief Harbor Engineer                    | 1 |
| 5 | Chief Building Inspector                 | 2 |
| 6 | Building Inspector                       | 2 |
| 7 | Construction Inspector                   | 2 |
| 8 | Supervising Fiscal Officer               | 1 |
| 9 | Superintendent, Harbor Maintenance       | 1 |
| 10 | Deputy Directors, Port                   | 1 |
| 11 | Government and Public Affairs Manager, Port | 1 |
| 12 | Cargo Sales and Marketing Representative | 2 |
| 13 | Senior Property Manager                  | 2 |
| 14 | Manager, Port Planning and Development   | 2 |
| 15 | Manager, Regulatory and Environmental Affairs | 2 |
| 16 | Marketing Manager                        | 1 |
| 17 | Financial Manager                        | 1 |
| 18 | Assistant Superintendent Harbor Maintenance | 2 |
| 19 | Manager, Leasing and Tenant Services     | 1 |
| 20 | Administrative Services Officer          | 2 |

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 311-92, App. 10/9/92; Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 156-98, App. 5/8/98; Ord. 345-98, App. 11/19/98)

**SEC. 3.1-350. PRIVATE INDUSTRY COUNCIL.** (a) Disclosure Category 2.

Persons in this disclosure category shall disclose all investments and positions of

**SUPERVISOR KAUFMAN**

**BOARD OF SUPERVISORS**
management in, and income from any organization that, during the period being reported, has proposed to enter into or has entered into a subcontract or other financial agreement with the Private Industry Council of San Francisco, Inc.

(b) Disclosure Category 3. Members of the San Francisco Private Industry Council and of its Audit, Planning, Refugee, or any other committee that selects or recommends the selection of subcontractors of the Private Industry Council of San Francisco, Inc. shall disclose all income from, and investments and positions of management in any organization that, during the period being reported, has been a candidate for such a subcontract subject to the Council's selection.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member, San Francisco Private Industry Council</td>
<td>3</td>
</tr>
<tr>
<td>Member, Designated Committee of the Council</td>
<td>3</td>
</tr>
<tr>
<td>President</td>
<td>2, 3</td>
</tr>
<tr>
<td>Vice Presidents</td>
<td>2, 3</td>
</tr>
<tr>
<td>Director, Welfare-to-Work</td>
<td>2, 3</td>
</tr>
<tr>
<td>Controller</td>
<td>2, 3</td>
</tr>
<tr>
<td>Consultants*</td>
<td>1</td>
</tr>
</tbody>
</table>

*With respect to consultants, the President of the Private Industry Council 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 consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The President 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. 3.1-355. PUBLIC ADMINISTRATOR/PUBLIC GUARDIAN.

Designated Positions

Public Administrator & Public Guardian
Assistant Public Administrator/Public Administrator
Attorney for Public Administrator
Senior Attorney, Civil & Criminal
Senior Admin. Analyst (Deputy for Finance and Administration)

Disclosure Categories

All 1

(Added by Ord. 3-90, App. 1/5/90; Ord. 345-98, App. 11/19/98)

SEC. 3.1-360. PUBLIC DEFENDER.

Designated Positions

Public Defender

Disclosure Categories

1

(Added by Ord. 3-90, App. 1/5/90)

SEC. 3.1-365. PUBLIC UTILITIES COMMISSION.

(a) Disclosure Category 2. Persons in this category shall disclose all investments in any business entity and any income from a source which, within the previous two years, did or in the future foreseeably might, lease, rent, or operate from the property of the Clean Water Enterprise or provide or contract with the Clean Water Enterprise to provide service (including construction, repair, and maintenance), equipment, materials, supplies, vehicles, or other items of use to the Clean Water Enterprise, and his or her business position in any such business entity.
(b) Disclosure Category 3. Persons in this category shall disclose all investments in any business entity and any income from a source which, within the previous two years, did or in the future foreseeably might, lease, rent, or operate from the property of the San Francisco Water Department or provide or contract with the San Francisco Water Department to provide service (including construction, repair, and maintenance), equipment, materials, supplies, vehicles, or other items of use to the San Francisco Water Department, and his or her business position in any such business entity.

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

Designated Positions

Public Utilities Commission & General Manager
Member, Public Utilities Commission
General Manager of Public Utilities
Special Assistant XV
Administrative Secretary, Public Utilities Commission
Assistant General Manager, Public Utilities Commission
Contract Compliance Officer*
Consultant**

Hetch Hetchy Water & Power
Manager, Bureau of Energy Conservation

Disclosure Categories

All 1

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
<table>
<thead>
<tr>
<th></th>
<th>Position</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Maintenance Engineering Manager</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Superintendent of Operations</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>Administrative Engineer</td>
<td>4</td>
</tr>
<tr>
<td>4</td>
<td>General Manager, Hetch Hetchy</td>
<td>1</td>
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<tr>
<td>5</td>
<td>Water and Power Specialist</td>
<td>4</td>
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<tr>
<td>6</td>
<td>Water and Power Resources Manager</td>
<td>1</td>
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<tr>
<td>7</td>
<td>Maintenance and Repair Superintendent</td>
<td>4</td>
</tr>
<tr>
<td>8</td>
<td>Electrical Operation and Maintenance</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Superintendent</td>
<td>4</td>
</tr>
<tr>
<td>10</td>
<td>Power Generation Technician I</td>
<td>4</td>
</tr>
<tr>
<td>11</td>
<td>Power Generation Technician II</td>
<td>4</td>
</tr>
<tr>
<td>12</td>
<td>Senior Power Generation Technician</td>
<td>4</td>
</tr>
<tr>
<td>13</td>
<td>Power Generation Supervisor</td>
<td>4</td>
</tr>
<tr>
<td>14</td>
<td>Mechanical Shop and Equipment Superintendent</td>
<td>4</td>
</tr>
<tr>
<td>15</td>
<td>Manager, Regulatory and Environmental Affairs</td>
<td>4</td>
</tr>
<tr>
<td>16</td>
<td>Sanitary Engineering Technician</td>
<td>4</td>
</tr>
<tr>
<td>17</td>
<td>Senior Mechanical Engineer</td>
<td>4</td>
</tr>
<tr>
<td>18</td>
<td>Senior Electrical Engineer</td>
<td>4</td>
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<tr>
<td>19</td>
<td>Electrical Engineer</td>
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<tr>
<td>20</td>
<td>Senior Administrative Analyst</td>
<td>4</td>
</tr>
<tr>
<td>---</td>
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</tr>
<tr>
<td>22</td>
<td><strong>Water Supply and Treatment Division</strong></td>
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<tr>
<td>23</td>
<td>Operations Manager</td>
<td>1</td>
</tr>
<tr>
<td>24</td>
<td>Urban Forester</td>
<td>3</td>
</tr>
<tr>
<td>25</td>
<td>Watershed Resources Manager</td>
<td>3</td>
</tr>
</tbody>
</table>

**SUPERVISOR KAUFMAN**  
BOARD OF SUPERVISORS
<table>
<thead>
<tr>
<th></th>
<th>Title</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Water Supply and Treatment Manager</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Water Construction and Maintenance Superintendent</td>
<td>3</td>
</tr>
<tr>
<td>4</td>
<td>Watershed Forester</td>
<td>3</td>
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<tr>
<td>5</td>
<td>Principal Civil Engineer</td>
<td>3</td>
</tr>
<tr>
<td>6</td>
<td>City Distribution Division Manager</td>
<td>1</td>
</tr>
<tr>
<td>7</td>
<td>Senior Civil Engineer</td>
<td>3</td>
</tr>
<tr>
<td>9</td>
<td>Superintendent, Buildings and Grounds</td>
<td>3</td>
</tr>
<tr>
<td>11</td>
<td>Water Construction and Maintenance Superintendent</td>
<td>3</td>
</tr>
<tr>
<td>12</td>
<td>Water Shops and Equipment Superintendent</td>
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</tr>
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<td>13</td>
<td>Stores and Equipment Asst. Supervisor</td>
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<tr>
<td>15</td>
<td>Water Pollution Control Division</td>
<td></td>
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<tr>
<td>16</td>
<td>Administrative Services Manager</td>
<td>2</td>
</tr>
<tr>
<td>17</td>
<td>Supervisor of Lab, Water Quality Control</td>
<td>2</td>
</tr>
<tr>
<td>18</td>
<td>Public Buildings Maintenance and Repair</td>
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</tr>
<tr>
<td>19</td>
<td>Assistant Superintendent</td>
<td>2</td>
</tr>
<tr>
<td>20</td>
<td>Sewage Treatment Plant Superintendent</td>
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</tr>
<tr>
<td>21</td>
<td>Manager, Bureau of Water Pollution Control</td>
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</tr>
<tr>
<td>22</td>
<td>Deputy Manager, Bureau of Water Pollution Control</td>
<td>1</td>
</tr>
<tr>
<td>23</td>
<td>Chief Stationary Engineer</td>
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</tr>
<tr>
<td>24</td>
<td>Stationary Engineer—Sewage Inventory Analysis</td>
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<td>25</td>
<td>Senior Stationary Engineer</td>
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<tr>
<td></td>
<td>Department</td>
<td>Position</td>
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<tr>
<td>---</td>
<td>-----------------------------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>2</td>
<td>Water Quality Bureau</td>
<td>Special Assistant XV</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>Supervisor of Laboratories</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Water Quality Division Manager</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>Senior Sanitary Engineer</td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>Administrative Services Manager</td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>Special Assistant XVI</td>
</tr>
<tr>
<td>10</td>
<td>Customer Service Bureau</td>
<td>Manager, Customer Service Bureau</td>
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<tr>
<td>11</td>
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<td>Water Conservation Administrator</td>
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<tr>
<td>14</td>
<td>Bureau of Engineering</td>
<td>Special Assistant XVII</td>
</tr>
<tr>
<td>15</td>
<td></td>
<td>Special Assistant XVIII</td>
</tr>
<tr>
<td>17</td>
<td></td>
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<tr>
<td>18</td>
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<td>Principal Civil Engineer</td>
</tr>
<tr>
<td>20</td>
<td>Bureau of Commercial Land Management</td>
<td>All 1</td>
</tr>
<tr>
<td>21</td>
<td></td>
<td>Director, Bureau of Commercial Land Management</td>
</tr>
<tr>
<td>22</td>
<td></td>
<td>Land Use Aide</td>
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<tr>
<td>23</td>
<td></td>
<td>Senior Real Property Officer</td>
</tr>
<tr>
<td>24</td>
<td></td>
<td>Real Property Officer</td>
</tr>
<tr>
<td>25</td>
<td></td>
<td>Assistant Civil Engineer</td>
</tr>
</tbody>
</table>
Engineering Associate II

Bureau of Finance
Head Accountant
Supervising Fiscal Officer
Assistant General Manager, Finance
Senior Administrative Analyst
Principal Administrative Analyst
Rate Administrator
Financial Manager
Special Assistant XV

Bureau of Management Information Systems
Manager, Bureau of Management Information Systems

Bureau of System Planning and Regulatory Compliance
Manager, Bureau of System Planning and Regulatory Compliance
Water Resource and Planning Manager
Project Manager IV
Special Assistant XV

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
**Bureau of Environmental Regulation and Management**

<table>
<thead>
<tr>
<th>Position</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Water Services Clerk</td>
<td>2</td>
</tr>
<tr>
<td>Senior Administrative Analyst</td>
<td>2</td>
</tr>
<tr>
<td>Bureau Chief</td>
<td>1</td>
</tr>
<tr>
<td>Administrative Engineer</td>
<td>2</td>
</tr>
<tr>
<td>Junior Civil Engineer</td>
<td>2</td>
</tr>
<tr>
<td>Assistant Civil Engineer</td>
<td>2</td>
</tr>
<tr>
<td>Associate Civil Engineer</td>
<td>2</td>
</tr>
<tr>
<td>Senior Civil Engineer</td>
<td>2</td>
</tr>
<tr>
<td>Principal Engineer</td>
<td>2</td>
</tr>
<tr>
<td>Sanitary Engineering Technician</td>
<td>2</td>
</tr>
<tr>
<td>Wastewater Control Inspector</td>
<td>2</td>
</tr>
<tr>
<td>Supv. Wastewater Control Inspector</td>
<td>2</td>
</tr>
<tr>
<td>Manager, Regulatory and Environmental Affairs</td>
<td>1</td>
</tr>
<tr>
<td>Senior Industrial Hygienist</td>
<td>1</td>
</tr>
</tbody>
</table>

*All personnel, except clerical, assigned by the Human Rights Commission to the Public Utilities Commission to serve as Contract Compliance Officers shall comply with the filing requirements for Contract Compliance Officers under this Section (Sec. 58.315).*

**With respect to consultants, the General Manager of Public Utilities may determine that a particular consultant is hired to perform a range of duties that fall within those required to comply with the disclosure requirements of this Conflict of Interest Code. (Added by Ord. 3-90, App. 1/5/90; amended by Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98; Ord. 340-99, File No. 992046, App. 12/30/99)**
SEC. 3.1-370. PUBLIC TRANSPORTATION COMMISSION.

Disclosure Category 2. Persons in this category shall disclose all sources of income, investments and his or her status as a director, officer, partner, trustee, employee, or holder of a management position in any business entity.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member, Public Transportation Commission</td>
<td>1</td>
</tr>
<tr>
<td>Director of Public Transportation</td>
<td>1</td>
</tr>
<tr>
<td>Deputy Director of Capital Projects</td>
<td>1</td>
</tr>
<tr>
<td>Deputy Director of Finance, Administration and Personnel</td>
<td>1</td>
</tr>
<tr>
<td>Deputy Director of Maintenance</td>
<td>1</td>
</tr>
<tr>
<td>Deputy Director of Operations</td>
<td>1</td>
</tr>
<tr>
<td>Administrative Secretary, Public Transportation Commission</td>
<td>1</td>
</tr>
<tr>
<td>Senior Industrial Hygienist</td>
<td>1</td>
</tr>
<tr>
<td>Deputy General Manager, Engineering and Administration</td>
<td>1</td>
</tr>
<tr>
<td>Senior Administrative Analyst</td>
<td>1</td>
</tr>
<tr>
<td>Transit Manager II</td>
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</tr>
<tr>
<td>Transit Manager III</td>
<td>1</td>
</tr>
<tr>
<td>System Safety Inspector</td>
<td>1</td>
</tr>
<tr>
<td>Director of Service Planning</td>
<td>1</td>
</tr>
<tr>
<td>Automotive Maintenance Manager</td>
<td>1</td>
</tr>
<tr>
<td>Administrative Service Manager</td>
<td>1</td>
</tr>
<tr>
<td>Material Coordinator</td>
<td>1</td>
</tr>
<tr>
<td>No.</td>
<td>Position</td>
</tr>
<tr>
<td>-----</td>
<td>----------------------------------------------</td>
</tr>
<tr>
<td>1</td>
<td>Assistant Material Coordinator</td>
</tr>
<tr>
<td>2</td>
<td>Electrical Transit Equipment Supervisor</td>
</tr>
<tr>
<td>3</td>
<td>Automotive Transit Shop Supervisor I</td>
</tr>
<tr>
<td>4</td>
<td>Electrical Transit Shop Supervisor I</td>
</tr>
<tr>
<td>5</td>
<td>Transit Equipment Engineer</td>
</tr>
<tr>
<td>6</td>
<td>LRV Equipment Engineer</td>
</tr>
<tr>
<td>7</td>
<td>Senior Management Assistant</td>
</tr>
<tr>
<td>8</td>
<td>Janitorial Service Supervisor</td>
</tr>
<tr>
<td>9</td>
<td>Senior Civil Engineer</td>
</tr>
<tr>
<td>10</td>
<td>Senior Electrical Engineer</td>
</tr>
<tr>
<td>11</td>
<td>Senior Mechanical Engineer</td>
</tr>
<tr>
<td>12</td>
<td>Superintendent, Buildings and Grounds</td>
</tr>
<tr>
<td>13</td>
<td>Chief Stationary Engineer</td>
</tr>
<tr>
<td>14</td>
<td>Signal and Electrical Supervisor</td>
</tr>
<tr>
<td>15</td>
<td>Signal and Systems Engineer</td>
</tr>
<tr>
<td>16</td>
<td>Staff Assistant VII Special Projects</td>
</tr>
<tr>
<td>17</td>
<td>Powerhouse Electrical Supervisor II</td>
</tr>
<tr>
<td>18</td>
<td>Manager of Capital Finance</td>
</tr>
<tr>
<td>19</td>
<td>Deputy Director of Resource, Planning and Development</td>
</tr>
<tr>
<td>20</td>
<td>Chief Accountant</td>
</tr>
<tr>
<td>21</td>
<td>Supervising Fiscal Officer</td>
</tr>
<tr>
<td>22</td>
<td>Principal Administrative Analyst</td>
</tr>
<tr>
<td>23</td>
<td>Senior Administrative Analyst</td>
</tr>
<tr>
<td>24</td>
<td>Manager of Engineering Services</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
1 Manager of Construction Services 1
2 Manager of Project Management 1
3 Manager of Capital Planning 1
4 Project Manager 1
5 Principal Civil Engineer 1
6 Departmental Personnel Director 1
7 Contract Compliance Officer II 1
8 Contract Compliance Officer I 1
9 Chief, Protective Services and Investigation Bureau 1
10 Manager of Information Services 1
11 General Superintendent Cable Car and Rail 1
12 Superintendent Overhead Lines 1
13 Director Community Affairs 1

SEC. 3.1-375. PUBLIC WORKS DEPARTMENT.

Designated Positions Disclosure Categories

General Office All 1
Director of Public Works
Assistant to Director of Public Works
Deputy Director of Public Works and Engineering
Deputy Director of Public Works and Operations
Claims Adjustor

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS

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Office of Financial Management and Administration

Deputy Director for Financial Management and Administration

Financial Manager

Chief of Computer Services

Contract Administration Head

Bureau of Architecture

City Architect

Assistant City Architect

Bureau of Building Repair

Public Building Maintenance and Repair Assistant Superintendent

Public Building — Maintenance and Repair Superintendent

Bureau of Engineering

Chief of Engineering

Principal Civil Engineer

Claims Adjuster

Project Manager I

Project Manager II

Project Manager III

Project Manager IV

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
Bureau of Environmental Services  
Street Cleaning and Planting Superintendent  
Street Cleaning and Planting Assistant Superintendent  

Bureau of Street and Sewer Repair  
Superintendent of Street and Sewer Repair  
Assistant Superintendent of Streets and Sewer Repair  
Mobile Equipment Supervisor  
Assistant Mobile Equipment Supervisor  

Bureau of Construction Management  
Bureau Chief  
Principal Engineer  
Senior Engineer  
Administrative Engineer  
Civil Engineer  
Associate Civil Engineer  
Assistant Civil Engineer  
Chief Surveyor  
Building Inspector  
Construction Inspector  
Cost Estimator  
Construction Contract Specialist II  
Construction Contract Specialist I  
Junior Civil Engineer  

SUPERVISOR KAUFMAN  
BOARD OF SUPERVISORS
Bureau of Street Use and Mapping
Associate Civil Engineer

Bureau of Subdivision, Surveys and Mapping
Bureau Chief
Senior Plan Checker
Chief Surveyor
Construction Inspector
Engineering Associate II

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 311-92, App. 10/9/92; Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 345-89, App. 11/19/98)

SEC. 3.1-380. PURCHASING DEPARTMENT. (a) Disclosure Category 2. Persons in this category shall disclose all interests in real property.

(b) Disclosure Category 3. 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 Purchasing Department to provide commodities or services to the City and County of San Francisco, or has provided commodities or services to the City and County of San Francisco within the last two years.

(c) Disclosure Category 4. 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 to provide, or has provided within the last two years, commodities or services to either the Division of the Purchasing Department to
which the person is assigned, or the Department (other than the Purchasing Department), to which the person is assigned.

<table>
<thead>
<tr>
<th><strong>Designated Positions</strong></th>
<th><strong>Disclosure Categories</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Director of Purchasing</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Director</td>
<td>2, 3</td>
</tr>
<tr>
<td>Supervising Purchaser</td>
<td>3</td>
</tr>
<tr>
<td>Senior Purchaser</td>
<td>3</td>
</tr>
<tr>
<td>Purchaser</td>
<td>3</td>
</tr>
<tr>
<td>Assistant Purchaser</td>
<td>3</td>
</tr>
<tr>
<td>Reproduction Manager</td>
<td>4</td>
</tr>
<tr>
<td>Senior Storekeeper</td>
<td>4</td>
</tr>
<tr>
<td>Supervising Parts Storekeeper</td>
<td>4</td>
</tr>
<tr>
<td>Principal Parts Storekeeper</td>
<td>4</td>
</tr>
<tr>
<td>Senior Parts Storekeeper</td>
<td>4</td>
</tr>
<tr>
<td>Parts Storekeeper</td>
<td>4</td>
</tr>
<tr>
<td>Storekeeper</td>
<td>4</td>
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<tr>
<td>Materials Coordinator</td>
<td>4</td>
</tr>
<tr>
<td>Manager, Fleet Services</td>
<td>4</td>
</tr>
<tr>
<td>Assistant Manager, Fleet Services</td>
<td>4</td>
</tr>
</tbody>
</table>

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 311-92, App. 10/9/92; Ord. 345-98, App. 11/19/98)

**SEC. 3.1-385. REAL ESTATE DEPARTMENT.**

<table>
<thead>
<tr>
<th><strong>Designated Positions</strong></th>
<th><strong>Disclosure Categories</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Director of Property</td>
<td>All 1</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
SEC. 3.1-390. RECREATION AND PARK DEPARTMENT.

(a) Disclosure Category 2. Persons in this category shall disclose all investments and income from any source which leases, rents or operates from property under the jurisdiction of the Recreation and Park Commission, or which provides, or contracts with the City and County of San Francisco or the Recreation and Park Commission to provide, services (including construction, repair and maintenance), equipment, materials, supplies, vehicles, or other items of use to the Recreation and Park Commission or the Recreation and Park Department, 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.

(b) Disclosure Category 3. Persons in this category shall disclose all income from, and investments in, any business entity which does business in the jurisdiction, or has done business in the jurisdiction within two years prior to any time period covered by a statement of economic interest, or which may foreseeably do business in the jurisdiction in the future, and his or her status as a director, officer, partner, trustee, employee, or holder of any management position in any such business entity.
<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreation and Park Commissioners</td>
<td>1</td>
</tr>
<tr>
<td>General Manager</td>
<td>1</td>
</tr>
<tr>
<td>Executive Secretary to General Manager</td>
<td>2</td>
</tr>
<tr>
<td>Special Assistant XVI</td>
<td>1</td>
</tr>
<tr>
<td>Special Assistant XIII (Executive Assistant to the General Manager)</td>
<td>2</td>
</tr>
<tr>
<td>Executive Secretary III</td>
<td>2</td>
</tr>
<tr>
<td>Recreation Superintendent</td>
<td>1</td>
</tr>
<tr>
<td>Parks Superintendent</td>
<td>1</td>
</tr>
<tr>
<td>Arboretum Director</td>
<td>2</td>
</tr>
<tr>
<td>Golf Director</td>
<td>2</td>
</tr>
<tr>
<td>Zoo Director</td>
<td>1</td>
</tr>
<tr>
<td>Property Manager</td>
<td>2</td>
</tr>
<tr>
<td>Director of Personnel</td>
<td>2</td>
</tr>
<tr>
<td>Marina Manager</td>
<td>2</td>
</tr>
<tr>
<td>Assistant Superintendent of Parks/Structural Maintenance</td>
<td>2</td>
</tr>
<tr>
<td>Assistant Superintendent of Parks</td>
<td>2</td>
</tr>
<tr>
<td>Assistant Superintendent Recreation</td>
<td>2</td>
</tr>
<tr>
<td>Assistant Recreation Supervisor</td>
<td>2</td>
</tr>
<tr>
<td>IS Administrator—Supervisor</td>
<td>2</td>
</tr>
<tr>
<td>Principal Administrative Analyst</td>
<td>2</td>
</tr>
<tr>
<td>Senior Administrative Analyst</td>
<td>2</td>
</tr>
<tr>
<td>Civil Engineer</td>
<td>1</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
Architect 2
Assistant Landscape Architect 2
Planner IV 2
Planner III 2
Chief Stationary Engineer 2

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 190-90, App. 5/24/90; Ord. 311-92, App. 10/9/92; Ord. 345-98, App. 11/19/98)

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.

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
"Consultant" means any natural person who provides, under contract, information, advice, recommendation or counsel to the Agency, provided, however, that "consultant" shall not include a person who:

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

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

<table>
<thead>
<tr>
<th>Designated Positions*</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Services Manager</td>
<td>1</td>
</tr>
<tr>
<td>Agency General Counsel</td>
<td>1</td>
</tr>
<tr>
<td>Architect</td>
<td>1</td>
</tr>
<tr>
<td>Architecture Supervisor</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Development Specialist</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Harbormaster</td>
<td>2</td>
</tr>
<tr>
<td>Associate Civil Engineer</td>
<td>1</td>
</tr>
<tr>
<td>Building/Construction Inspector I</td>
<td>1</td>
</tr>
<tr>
<td>Building/Construction Inspector II</td>
<td>1</td>
</tr>
<tr>
<td>Citizens Advisory Committee</td>
<td>1</td>
</tr>
<tr>
<td>Civil Engineer (Project Engineers)</td>
<td>1</td>
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<tr>
<td>Commissioners</td>
<td>1</td>
</tr>
<tr>
<td>Community Services Manager</td>
<td>1</td>
</tr>
<tr>
<td>Construction Coordinator</td>
<td>1</td>
</tr>
<tr>
<td>Consultants**</td>
<td>5</td>
</tr>
<tr>
<td>Contract Compliance Specialist I</td>
<td>1</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS

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<table>
<thead>
<tr>
<th></th>
<th>Position</th>
<th>Quantity</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Contract Compliance Specialist II</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Contract Compliance Supervisor</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>Deputy Executive Director</td>
<td>1</td>
</tr>
<tr>
<td>4</td>
<td>Deputy General Counsel</td>
<td>1</td>
</tr>
<tr>
<td>5</td>
<td>Development Services Manager</td>
<td>1</td>
</tr>
<tr>
<td>6</td>
<td>Development Specialist</td>
<td>1</td>
</tr>
<tr>
<td>7</td>
<td>Engineering and Construction Supervisor</td>
<td>1</td>
</tr>
<tr>
<td>8</td>
<td>Environmental Assessment Specialist</td>
<td>1</td>
</tr>
<tr>
<td>9</td>
<td>Executive Director</td>
<td>1</td>
</tr>
<tr>
<td>10</td>
<td>Finance and Information Services Manager</td>
<td>1</td>
</tr>
<tr>
<td>11</td>
<td>Financial Systems Accountant</td>
<td>4</td>
</tr>
<tr>
<td>12</td>
<td>Harbormaster</td>
<td>2</td>
</tr>
<tr>
<td>13</td>
<td>Human Resources Manager</td>
<td>1</td>
</tr>
<tr>
<td>14</td>
<td>Information Systems Supervisor</td>
<td>3, 4</td>
</tr>
<tr>
<td>15</td>
<td>Personnel Analyst</td>
<td>2</td>
</tr>
<tr>
<td>16</td>
<td>Planning Supervisor</td>
<td>1</td>
</tr>
<tr>
<td>17</td>
<td>Principal Planner</td>
<td>1</td>
</tr>
<tr>
<td>18</td>
<td>Program Manager</td>
<td>1</td>
</tr>
<tr>
<td>19</td>
<td>Project Area Committee Members</td>
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<tr>
<td>20</td>
<td>Project Area Services Supervisor</td>
<td>1</td>
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<tr>
<td>21</td>
<td>Project Manager</td>
<td>1</td>
</tr>
<tr>
<td>22</td>
<td>Property Management Supervisor</td>
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<tr>
<td>23</td>
<td>Property Management Specialist</td>
<td>1</td>
</tr>
<tr>
<td>24</td>
<td>Public Affairs Officer</td>
<td>1</td>
</tr>
<tr>
<td>25</td>
<td>Purchasing Assistant</td>
<td>3</td>
</tr>
</tbody>
</table>

SUPERVISOR KAUFMAN  
BOARD OF SUPERVISORS
Records and Information Supervisor 2
Relocation Supervisor 1
Senior Architect 1
Senior Attorney 1
Senior Civil Engineer 1
Senior Development Specialist 1
Senior Financial Analyst 1
Senior Landscape Architect 1
Senior Personnel Analyst 1
Senior Planner 1
Senior Project Manager 1
Staff Associate IV 1
Staff Associate V 1
Staff Associate VI 1
Staff Attorney I 1
Staff Attorney II 1

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

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

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 311-92, App. 10/9/92; Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 201-98, App. 6/19/98; Ord. 345-98, App. 11/19/98; Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-400. RELOCATION APPEALS BOARD.

Designated Positions                  Disclosure Categories
Board Member                          1
Executive Director                    1

(Added by Ord. 190-90, App. 5/24/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-405. RESIDENTIAL RENT STABILIZATION AND ARBITRATION BOARD.

Disclosure Category 2. Persons in this category shall disclose all interests in real property, and all income from, investments in, and business positions held in any business entity with an interest in residential real property in the jurisdiction, or which may foreseeably acquire such an interest, or which has acquired such an interest within two years prior to the time period covered in a statement of economic interests. An official occupies a “business position” if he or she is a director, officer, partner, trustee, employee or holds any position of management.

Designated Positions                  Disclosure Categories
Board Members                         2
Executive Director                    2
Rent Board Hearing Officer            2

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 190-90, App. 5/24/90; Ord. 311-92, App. 10/9/92)

### SEC. 3.1-410. RETIREMENT SYSTEM.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member, Retirement Board</td>
<td>See Sec. 3.1-500</td>
</tr>
<tr>
<td>Executive Director</td>
<td>See Sec. 3.1-500</td>
</tr>
<tr>
<td>Executive Assistant to the Executive Director</td>
<td>1</td>
</tr>
<tr>
<td>Actuary</td>
<td>1</td>
</tr>
<tr>
<td>Chief Investment Officer</td>
<td>See Sec. 3.1-500</td>
</tr>
<tr>
<td>Chief Accountant</td>
<td>1</td>
</tr>
<tr>
<td>Senior Investment Officer</td>
<td>See Sec. 3.1-500</td>
</tr>
<tr>
<td>Administrator, Retirement Services</td>
<td>1</td>
</tr>
<tr>
<td>Security Analyst</td>
<td>1</td>
</tr>
<tr>
<td>Consultant*</td>
<td>1</td>
</tr>
</tbody>
</table>

*With respect to consultants, the Retirement Board may determine in writing that a particular consultant is hired to perform a range of duties that is 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 consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Retirement Board 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. (Added by Ord. 3-90, App. 1/5/90; amended by Ord. 190-90, App. 5/24/90; Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98)
SEC. 3.1-415. SHERIFF. Disclosure Category 2. Persons in this disclosure category shall disclose all investments and business positions in business entities, and income from any source, which manufactures, distributes, sells or provides services, supplies, materials, machinery or equipment of the type used by the Sheriff's Office.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sheriff</td>
<td>1</td>
</tr>
<tr>
<td>Undersheriff</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Sheriff</td>
<td>1</td>
</tr>
<tr>
<td>Director County Parole</td>
<td>2</td>
</tr>
<tr>
<td>Attorney</td>
<td>1</td>
</tr>
</tbody>
</table>


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

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

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

(A) Within the boundaries of the District; or

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

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

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

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

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

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

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

(c) Disclosure Category 3. Work or Services. Persons in this category shall disclose investments in or income from business entities which are contractors or subcontractors engaged in the performance of work services of the type utilized by the department for which the designated employee is manager or director. Investments include the interests described in Category 1.
<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members of the Board of Education</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Superintendent of Schools</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Deputy Superintendent</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Associate Superintendent</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Assistant Superintendent</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Special Assistant to the Superintendent</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Executive Assistant to the Superintendent</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Chief Financial Officer/Director of Business Services</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Director, Transportation</td>
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</tr>
<tr>
<td>Director, Food Services</td>
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<tr>
<td>Director, Buildings and Grounds</td>
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<tr>
<td>Director (Certificated)</td>
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<tr>
<td>Director, Facilities Planning</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Director, Custodial Services</td>
<td>2, 3</td>
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<tr>
<td>Program Director</td>
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<tr>
<td>Coordinator (Certificated)</td>
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<tr>
<td>Manager, Payroll Control</td>
<td>1, 2, 3</td>
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<tr>
<td>Manager, Data Processing</td>
<td>1, 2, 3</td>
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<tr>
<td>Project Manager II &amp; III</td>
<td>1, 2, 3</td>
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<tr>
<td>Assistant Fiscal Officer</td>
<td>1, 2, 3</td>
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<td>Principal Administrative Analyst</td>
<td>1, 2, 3</td>
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<tr>
<td>Head Accountant</td>
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<tr>
<td>Principal Accountant</td>
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<td>Supervising Purchaser</td>
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Senior Purchaser
1, 2, 3
Purchaser
1, 2, 3
Architect
3
General Manager, KALW
2, 3


**SEC. 3.1-425. TAXI COMMISSION.**

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
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<tr>
<td>Members, Commission</td>
<td>All 1</td>
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<tr>
<td>Director</td>
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(Added by Ord. 340-99, File No. 992046, App. 12/30/99)

**SEC. 3.1-430. TELECOMMUNICATIONS AND INFORMATION SERVICES, DEPARTMENT OF.** 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 Department of Telecommunications and Information Services to provide services, supplies, materials, machinery or equipment to the Department of Telecommunications and Information Services.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
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<tbody>
<tr>
<td>Director</td>
<td>1</td>
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<tr>
<td>Deputy Director of Policy &amp; Compliance</td>
<td>2</td>
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<tr>
<td>Deputy Director of Administration</td>
<td>2</td>
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<tr>
<td>Deputy Director for Enterprise Computing</td>
<td>2</td>
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<tr>
<td>Deputy Director for Network Engineering</td>
<td>2</td>
</tr>
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</table>

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Deputy Director for Network Facilities 2
Deputy Director for Applications Development 2
Director of C.O.I.T. 2
Business Manager 2
(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 311-92, App. 10/9/92; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98; Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-435. TRANSPORTATION AUTHORITY, SAN FRANCISCO COUNTY.
Designated Positions Disclosure Categories
Executive Director All 1
Transportation Programming Manager
Transportation Planning Manager
Chief Financial Officer

SEC. 3.1-440. TREASURE ISLAND DEVELOPMENT AUTHORITY.
Designated Positions Disclosure Categories
Members 1
(Added by Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-445. TREASURER-TAX COLLECTOR.
Disclosure Category 2. Persons in this category shall disclose all investments in any business entity and income from any source which provides services, supplies, materials, machinery or equipment to the Treasurer-Tax Collector Department, or which may

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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.

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Treasurer</td>
<td>See Sec. 3.1-500</td>
</tr>
<tr>
<td>Chief Assistant Treasurer</td>
<td>See Sec. 3.1-500</td>
</tr>
<tr>
<td>Cash Management and Investment Officer</td>
<td>See Sec. 3.1-500</td>
</tr>
<tr>
<td>Assistant Cash Management and Investment Officer</td>
<td>See Sec. 3.1-500</td>
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<tr>
<td>Principal Administrative Analyst (Business Tax)</td>
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<tr>
<td>Head Accountant (Administration)</td>
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<tr>
<td>Tax Collector</td>
<td>1</td>
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<tr>
<td>Deputy Tax Collector</td>
<td>1</td>
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<tr>
<td>Tax Collector Attorney</td>
<td>1</td>
</tr>
<tr>
<td>Chief Business Tax Auditor</td>
<td>1</td>
</tr>
<tr>
<td>Director, Bureau of Delinquent Revenue</td>
<td>1</td>
</tr>
<tr>
<td>Chief Investigator</td>
<td>1</td>
</tr>
<tr>
<td>Director, Real Estate Division</td>
<td>1</td>
</tr>
<tr>
<td>Senior Administrative Analyst</td>
<td>2</td>
</tr>
<tr>
<td>Director, Taxpayers Assistance Unit (TPA)</td>
<td>2</td>
</tr>
<tr>
<td>Senior Management Assistant (Business Tax)</td>
<td>2</td>
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<tr>
<td>Special Assistant XV</td>
<td>2</td>
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<tr>
<td>Special Assistant XIII</td>
<td>2</td>
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</table>

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 190-90, App. 5/24/90; Ord. 311-92, App. 10/9/92; Ord. 380-94, App. 11/10/94; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98)
SEC. 3.1-450. WAR MEMORIAL AND PERFORMING ARTS CENTER.

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

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

Designated Positions Disclosure Categories
Trustees 2
Managing Director 2
Assistant Managing Director/Executive Secretary 2
Building and Grounds Superintendents 3
Janitorial Services Supervisor 3

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)

SEC. 3.1-455. WOMEN, COMMISSION ON THE STATUS OF.

Designated Positions Disclosure Categories
Commission Member All 1
Executive Director

(Added by Ord. 190-90, App. 5/24/90; amended by Ord. 340-99, File No. 992046, App. 12/30/99)
SEC. 3.1-460. COURT POSITIONS. The following agencies are not included in this ordinance because, under the Political Reform Act, the Board of Supervisors does not act as the Code reviewing body for these agencies:

Superior Court
Municipal Court
Juvenile Court
Juvenile Justice Commission
Adult Probation.

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 190-90, App. 5/24/90)

SEC. 3.1-500. POSITIONS DESIGNATED BY STATE—FILING OFFICIAL. Members of the Board of Supervisors, District Attorney, Mayor, City Attorney, Treasurer, members of the Planning Commission, public officials who manage public investments, and candidates for any of these offices at any election, and any other officer or candidate for office who may be subject to the provisions of Government Code Section 87200, shall file one original of all statements of economic interests with the Ethics Commission, the filing official, who shall make and retain a copy and forward the original to the Fair Political Practices Commission which shall be the filing officer.

(Added by Ord. 3-90, App. 1/5/90; amended by Ord. 190-90, App. 5/24/90; Ord. 386-95, App. 12/14/95; Ord. 56-97, App. 3/6/97; Ord. 345-98, App. 11/19/98)
CHAPTER 2:
PROHIBITION ON CONTRACTING WITH THE CITY

SEC. 3.200. PROHIBITING MEMBERS OF BOARDS AND COMMISSIONS FROM
CONTRACTING WITH THE CITY AND COUNTY.

(a) FINDINGS.

(1) City and County contracts should be, and should appear to be, awarded on a
fair and impartial basis.

(2) The practice of members of Boards and Commissions of the City and County
contracting with the City and County creates the potential for, and the appearance of,
favoritism or preferential treatment by the City and County.

(3) Prohibiting members of Boards and Commissions of the City and County from
contracting with the City and County will eliminate both actual and perceived favoritism or
preferential treatment without creating unnecessary barriers to public service.

(b) DEFINITIONS. For purposes of this Section, the following definitions shall
apply:

(1) Board or Commission. The term "Board or Commission" means an appointed
Board or Commission created by Charter or ordinance of the City and County, at least one of
the members of which is required to be appointed by the Mayor, but does not include advisory
Boards or Commissions.

(2) Business. The term "business" means any corporation, partnership, sole
proprietorship, firm, enterprise, franchise, association, organization, or other legal entity or
undertaking organized for economic gain.

(3) City and County. The term "City and County" includes any Commission, Board,
Department, agency, committee, or other organizational unit, excluding advisory bodies, of the

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City and County of San Francisco.

(4) Contract. The term “contract” means any agreement to which the City and County is a party, other than a grant funded in whole or in part by the City and County or an agreement for employment with the City and County in exchange for salary and benefits.

(5) Subcontract. The term “subcontract” means a contract to perform more than 25 percent of the work that a primary contractor has an agreement with the City and County to perform.

(c) PROHIBITION. No member of a Board or Commission of the City and County shall, during his or her term of office, contract or subcontract with the City and County, the San Francisco Redevelopment Agency, the San Francisco Housing Authority, the San Francisco Unified School District, or the San Francisco Community College District, where the amount of the contract or the subcontract exceeds $10,000.

(d) EXCEPTIONS. This Section shall not apply to the following contracts or subcontracts:

(1) A contract or subcontract with a nonprofit organization;

(2) A contract or subcontract with a business with which a member of a Board or Commission is affiliated unless the member exercises management and control over the business. A member exercises management and control if he or she is:

(A) An officer or director of a corporation;

(B) A majority shareholder of a closely held corporation;

(C) A shareholder with more than five percent beneficial interest in a publicly traded corporation;

(D) A general partner or limited partner with more than 20 percent beneficial interest in the partnership; or

(E) A general partner regardless of percentage of beneficial interest and who...
occupies a position of, or exercises management or control of the business;

(3) An existing contract or subcontract with the City and County approved by the Board of Supervisors or an agreement to provide property, goods or services to the City and County at substantially below fair market value.

(e) EFFECTIVE DATE. This ordinance shall take effect on January 15, 1997.

(f) PENALTIES. Violation of any provision of this Section shall constitute official misconduct.

(g) SEVERABILITY. If any subsection, sentence, clause, phrase, or word of this Section be for any reason declared unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or the effectiveness of the remaining portions of this Section or any part of this Section. The Board of Supervisors hereby declares that it would have adopted this Section notwithstanding the unconstitutionality, invalidity or ineffectiveness of any one or more of its subsections, sentences, clauses, phrases, or words.

(h) LIMITATION. Failure of a member of a Board or Commission to comply with this Section shall not be grounds for invalidating any contract with the City and County.

(Added by Ord. 374-96, App. 9/30/96)

CHAPTER 3:

PROHIBITION ON REPRESENTING PRIVATE PARTIES

BEFORE CITY BOARD AND COMMISSIONS – COMPENSATED ADVOCACY

SEC. 3.300. PROHIBITION ON REPRESENTING PRIVATE PARTIES BEFORE CITY BOARD AND COMMISSIONS – COMPENSATED ADVOCACY. (a) The People of the City and County of San Francisco desire and are entitled to a local government whose officers

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do not engage in, assist or promote compensated advocacy on behalf of private interest
before City and County commissions and boards while also serving as City and County
officers.

(b) No officer of the City and County may, during the term of office, engage in
compensated advocacy before any City and County board or commission, or any member of
the board or commission or its staff, in order to represent any private interest, for which
representation the officer receives, directly or indirectly, any compensation, reward or gift.

(c) Officers of the City and County shall not discuss matters pending before their
commission or department with other City and County officers or state legislators when those
other officers or state legislators are acting as compensated advocates for a private interest.

(d) No member of the California State Legislature shall appear before any City and
County board, department or commission as a compensated advocate representing a private
interest.

(e) Any person violating the terms of this Chapter shall be subject to the penalties
set forth in San Francisco Charter Section C8.105. Such penalties shall include, but not be
limited to, removal from office.

(f) If any provision of this Chapter, or its application to any person or circumstance,
is held invalid, it is the expressed intent of the people of the City and County of San Francisco
that the remainder of the Chapter, or the application of such provision, or any other provision
to other persons or circumstances, shall not be affected thereby.

[Editor's Note: This Chapter was part of an ordinance adopted by the San
Francisco voters on June 3, 1986. This Chapter was formerly codified as Sections 1 -
4, 6, and 7 of Appendix K to the 1932 Charter.]
CHAPTER 4:
PROHIBITION ON POLITICAL ACTIVITY

SEC. 3.400. PROHIBITION ON POLITICAL ACTIVITY. (a) No City officer or employee shall, directly or indirectly, solicit political contributions, knowingly, from other City officers or employees or from persons on employment lists of the City. Nothing in this Section shall prohibit a City officer or employee from communicating through the mail or by other means requests for political contributions to a significant segment of the public which may include City officers or employees.

(b) No City officer or employee shall participate in political activities of any kind while in uniform.

(c) No City officer or employee may engage in political activity during working hours or on City premises.

(Added by Ord. 438-96, App. 11/8/96)

CHAPTER 5:
MISCELLANEOUS CHARTER PROVISIONS

[Editor’s Note: The San Francisco Charter and the California Political Reform Act, Government Code Section 81000, et seq., impose restrictions on the conduct of government officials and employees. This Chapter cross-references those Charter and Government Code provisions.]

SEC. 3.500. PROHIBITION ON CONFLICTS OF INTEREST. Conflicts of interest of City officials and employees are governed by applicable provisions of San Francisco Charter

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Sections 15.103 and C8.105, and the California Political Reform Act, Government Code Sections 81000, et seq.

SEC. 3.505. PROHIBITION ON DUAL OFFICEHOLDING FOR COMPENSATION.
Charter Section 15.106 prohibits dual officeholding for compensation.

SEC. 3.510. PROHIBITION ON PRIVATE COMPENSATION, REWARDS OR GIFTS FOR CITY SERVICES. Charter Section C8.105(f) prohibits acceptance of private compensation, rewards or gifts for City services.


SEC. 3.520. PROHIBITION ON PAYMENT FOR CITY OFFICE OR EMPLOYMENT. Charter Section C8.105(b) prohibits payment for nomination, appointment or election to City office or employment.

SEC. 3.525. PROHIBITION ON DISCLOSURE OF CONFIDENTIAL INFORMATION. Charter Section C8.105(d) prohibits disclosure of confidential information.

SEC. 3.530. NONINTERFERENCE WITH ADMINISTRATION. Charter Section 2.114 prohibits members of the Board of Supervisors from interfering with administration of City departments.

SEC. 3.540. SUSPENSION AND REMOVAL FROM OFFICE FOR OFFICIAL MISCONDUCT. Suspension and removal from office for official misconduct is governed by Charter Sections 15.104, 15.105, C3.699-13(c) and C8.105(m).

CHAPTER 6:
ETHICS COMMISSION

SEC. 3.600. ETHICS COMMISSION. The powers and duties of the Ethics Commission are governed by Charter Sections 15.100, et seq., and Appendix C, Sections C3.699-10 - C3.699-16 and C8.105(g).
Section 2. San Francisco Administrative Code Sections 16.400 through 16.404 are hereby repealed, and Article IV of the San Francisco Campaign and Governmental Conduct Code is hereby enacted, to read as follows. Additions are underlined, deletions are in strikethrough text.

ARTICLE IV: PROTECTION OF WHISTLEBLOWERS

CHAPTER 1:
REPORTING IMPROPER GOVERNMENT ACTIVITY;
PROTECTION OF WHISTLEBLOWERS

SEC. 4.100. FINDINGS. The City and County of San Francisco has a paramount interest in protecting the integrity of its government institutions. To further this interest, individuals should be encouraged to report to the City's Ethics Commission possible violations of laws, regulations and rules governing the conduct of City officers and employees. This Chapter protects all individuals who file complaints with, or provide information to, the Ethics Commission from intimidation, threats, and coercion. This Chapter also protects City officers and employees from retaliation or other disciplinary action that is taken because the officer or employee filed a complaint with, or provided information to, the Ethics Commission.

Finally, this Chapter ensures that complaints that do not allege a violation of law over which the Ethics Commission has jurisdiction are directed to the appropriate agency for investigation and possible disciplinary or enforcement action.
INVESTIGATION PROCEDURES; REFERRAL TO OTHER AGENCIES. Individuals may file
with the Ethics Commission complaints regarding the conduct of City officers and employees.

The Ethics Commission shall investigate complaints filed under this Section that allege
violations of local campaign finance, lobbying, conflicts of interest and governmental ethics laws
pursuant to the procedures specified in Charter Section C3.699-13 and the regulations adopted
thereunder.

Complaints that do not allege a violation of law that is within the Ethics Commission's
jurisdiction shall be directed to the appropriate agency for investigation and possible
disciplinary or enforcement action. The Commission may conduct preliminary investigations
into such complaints to determine whether the complaint contains sufficient information to
warrant referral.

Nothing in this Section shall preclude the Ethics Commission from referring any matter to
any other City department, commission, board, officer or employee, or to other government
agencies for investigation and possible disciplinary or enforcement action.

SEC. 4.110. DEFINITIONS. For purposes of this Chapter, the following words and
phrases shall have the following meanings:

(a) The term “City” means the City and County of San Francisco, its departments,
commissions and boards.

(b) The term “preliminary investigation” shall be limited to, but need not include:
review of the complaint and any documentary evidence provided with the complaint; interview
of the complainant; interview of the respondent, counsel to respondent, and any witnesses
who voluntarily agree to be interviewed for this purpose; review of any relevant public
documents and documents provided voluntarily to the Commission.

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SEC. 16.400. IMPROPER GOVERNMENT ACTIVITIES UNIT. (a) The Mayor is authorized to establish a unit to investigate allegations and disclosures of improper government activity ("IGA unit"). The IGA unit shall promptly, fairly and impartially investigate all allegations and disclosures of alleged improper government activities, except those which on their face clearly indicate that the activity was proper.

(b) In carrying out its objectives, the IGA unit shall receive prompt and full cooperation and assistance from all departments, commissions, boards, officers and employees of the City and County of San Francisco.

SEC. 16.401. DEFINITIONS.

(a) "Improper government activity" means any activity by a City department, commission, board, officer or employee undertaken in the performance of an officer's or employee's official duties, whether or not such action is within the scope of his or her employment, and which is (1) in violation of any City, State, or Federal ordinance, law or regulation, including but not limited to, corruption, malfeasance, bribery, theft of City property, fraud, discrimination, sexual or racial harassment, unlawful retaliation, coercion, or misuse of government property, or (2) involves gross misconduct or gross economic waste.

(b) "City" means the City and County of San Francisco, its departments, commissions, boards and agencies.

SEC. 4.115. PROTECTION OF WHISTLEBLOWERS.

(a) INTIMIDATION AND RETALIATION PROHIBITED. No City officer or employee may intimidate, threaten, coerce, or interfere with any individual because that individual has filed a complaint with, or is participating in or cooperating with an investigation or proceeding of, the Ethics Commission. No City officer or employee may discipline or otherwise retaliate
against any City officer, employee or applicant for City employment because the officer, employee, or applicant has in good faith filed a complaint with the Ethics Commission, or participated or cooperated with an investigation or other proceeding of the Ethics Commission.

(b) COMPLAINTS OF INTIMIDATION OR RETALIATION.

(i) Administrative Complaints. Any individual who believes he or she has been the subject of intimidation or retaliation in violation of subsection (a) of this Section may file a complaint with the Ethics Commission. The complaint must be filed no later than two years after the date the facts forming the basis for the complaint were discovered or reasonably should have been discovered by the complainant.

The Ethics Commission shall investigate complaints of violations of subsection (a) pursuant to the procedures specified in San Francisco Charter Section C3.699-13 and the regulations adopted thereunder. Nothing in this subsection shall preclude the Ethics Commission from referring any matter to any other City department, commission, board, officer or employee, or to other government agencies for investigation and possible disciplinary or enforcement action.

(ii) Civil Complaints. Any City officer or employee who believes he or she has been the subject of intimidation or retaliation in violation of subsection (a) of this Section may bring a civil action against the City officer or employee who committed the violation. Such action must be filed no later than two years after the date the facts forming the basis for the complaint were discovered or reasonably should have been discovered by the complainant.

(c) PENALTIES.

(i) Charter Penalties. Any individual who violates subsection (a) of this Section may be subject to administrative penalties pursuant to Charter Section C3.699-13.
(ii) Discipline by Appointing Authority. Any City officer or employee who violates subsection (a) of this Section shall be subject to disciplinary action up to and including dismissal by his or her appointing authority. If no disciplinary action is taken by the appointing authority, the Ethics Commission may refer the matter to the Civil Service Commission for action pursuant to Charter Section A8.341.

(iii) Civil Penalties. Any City officer or employee who violates subsection (a) of this Section may be personally liable in a civil action authorized under subsection (b)(ii) of this Section for a civil penalty not to exceed $5,000.

(d) RESERVATION OF AUTHORITY.

(i) Civil Service Commission. Nothing in this Section shall interfere with the powers granted to the Civil Service Commission by the San Francisco Charter.

(ii) Appointing Authority. Nothing in this Section shall interfere with the power of an appointing officer, manager, or supervisor to take action with respect to any City officer, employee or applicant for City employment, provided that the appointing officer, manager, or supervisor reasonably believes that such action is justified on facts separate and apart from the fact that the officer, employee or applicant filed a complaint with, or participated in or cooperated with, an Ethics Commission investigation or proceeding.

SEC. 16.402. PROHIBITING USE OR ATTEMPTED USE OF OFFICIAL AUTHORITY OR INFLUENCE TO INTERFERE WITH DISCLOSURE OF INFORMATION; CIVIL DAMAGES; DISCIPLINARY ACTION. (a) An officer or employee may not directly or indirectly use or attempt to use the official authority or influence of the officer or employee for the purpose of intimidating, threatening, coercing, commanding, or attempting to intimidate, threaten, coerce, or command any person for the purpose of interfering with the right of that person to disclose to the IGA unit matters within the scope of this Section.

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(b) For the purpose of Subdivision (a), "use of official authority or influence" includes promising to confer or not to confer, or conferring or not conferring, any benefit; effecting, or threatening to effect, any reprisal; or taking, or directing others to take, or recommending, or approving any personnel action, including, but not limited to, appointment, promotion, transfer, assignment, performance evaluation, suspension, or other disciplinary action solely for the purpose of violating Subdivision (a).

(c) Any person who intentionally engages in an act or acts of reprisal, retaliation, intimidation, threats, coercion or similar acts against a City employee or applicant for City employment for having disclosed improper government activities, may be liable personally in a judicial action brought by the offended party for civil damages not to exceed $5,000.

(d) Any City official or employee who intentionally engages in an act or acts of reprisal, retaliation, intimidation, threats, coercion or similar acts against a City employee or applicant for City employment for having disclosed improper government activities shall be subject to disciplinary action up to or including dismissal in accordance with applicable provisions of the Charter. If no action is taken by the appointing officer, the IGA unit may refer the matter to the Civil Service Commission for action pursuant to its powers under Charter section 8.344.

(e) Nothing in this Section is intended to interfere with the Charter designated powers of appointing officers and the Civil Service Commission. In addition, nothing in this Section shall be deemed to authorize interference by the Mayor in administrative affairs under the control of the Chief Administrative Officer or other elected officers, boards or commissions in violation of Charter Section 3.101.

(f) This Section shall not be construed to limit in any way the power of an appointing officer, manager, or supervisor to take adverse action with respect to any City employee, provided that the appointing officer, manager or supervisor reasonably believes that such action is justified on facts separate and apart from the disclosure of improper government activities.

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SEC. 4.120. CONFIDENTIALITY.

(a) WHISTLEBLOWER IDENTITY. Any individual who files a complaint under Section 4.105 of this Chapter may elect to have his or her identity kept confidential as provided by Charter Section C3.699-13(a). Such election must be made at the time the complaint is filed.

(b) COMPLAINTS AND INVESTIGATIONS. The Ethics Commission shall treat as confidential complaints made under Section 4.105 of this Chapter, and related information, including but not limited to materials gathered and prepared in the course of investigation of such complaints, and deliberations regarding such complaints, as provided by Charter Section C3.699-13(a).

(c) EXCEPTIONS.

(i) Conduct of Investigations. Nothing in this Section shall preclude the Ethics Commission from disclosing the identity of an individual or other information to the extent necessary to conduct its investigation.

(ii) Referrals. Nothing in this Section shall preclude the Ethics Commission from referring any matter to any other City department, commission, board, officer or employee, or to other government agencies for investigation and possible disciplinary or enforcement action.

SEC. 16.403. IDENTITY OF PERSONS PROVIDING INFORMATION CONFIDENTIAL; CONFIDENTIALITY OF INVESTIGATIONS AND REPORTS. (a) Except when investigating claims of employment discrimination, harassment and retaliation, and to the extent necessary to conduct an adequate investigation, the identity of persons reporting allegedly improper government activities shall not be disclosed without written permission. Nothing in this Section shall preclude the IGA unit from referring any matter to any other City department, commission.
or board for investigation, or from referring any matter to law enforcement agencies for possible criminal investigation.

(b) Except as provided in Subdivision (c), every investigation initiated pursuant to Section 16.400, and all information collected pursuant to such investigations, shall be confidential.

SEC. 4.125. COOPERATION OF OTHER CITY DEPARTMENTS. All City departments, commissions, boards, officers and employees shall cooperate with and provide full and prompt assistance to the Ethics Commission in carrying out its duties under this Chapter.

SEC. 4.130. REPORTS TO THE BOARD OF SUPERVISORS. (e) The Ethics Commission shall provide an annual report to the Board of Supervisors which shall include the following:

(1) The number of allegations received;

(2) The type of conduct complained about;

(3) The number of referrals made;

(4) The number of investigations conducted;

(5) Findings or recommendations on policies or practices resulting from the investigations;

(6) The number of allegations filed, the number of matters referred to the Civil Service Commission, the number of judicial actions filed, and the number of cases in which civil damages were awarded.

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(7) The number and amount of administrative penalties imposed by the Ethics
Commission as a result of complaints made to the Commission.

SEC. 4.135. SEC. 46.404: LIMITATION OF LIABILITY. In adopting and enforcing this
Chapter, the City undertakes to promote the general welfare. The City is not assuming, nor is it
imposing on its officers and employees, an obligation for breach of which it is liable in money
damages. In adoption and enforcement of this ordinance, the City and County is assuming an
undertaking only to promote the general welfare. It is not assuming, nor is it imposing on its
officers and employees, an obligation for breach of which it is liable in money damages to any
person who claims that such breach proximately caused injury, except as specifically set forth
herein.

Section 3. San Francisco Administrative Code Sections 16.5, 16.501 - 16.519, 16.520 -
are hereby repealed.

APPROVED AS TO FORM:
LOUISE H. RENNE, City Attorney

By: JULIA A. MOLL
Deputy City Attorney

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
Ordinance enacting the San Francisco Campaign and Governmental Conduct Code, Articles I - V, to: consolidate City laws regulating election campaigns, lobbying, the conduct of governmental officials and employees, and protection of whistleblowers who report improper government activity; conform these laws to the Charter provisions creating the Ethics Commission; clarify that whistleblowers are protected from retaliation for filing complaints with, providing information to, cooperating with, or participating in a proceeding of the Ethics Commission; clarify the procedures for investigating complaints of improper government activity; clarify that persons who unlawfully retaliate against whistleblowers are subject to administrative penalties as well as possible discipline and civil penalties; provide statutes of limitations; add legislative findings; require that the Ethics Commission submit an annual rather than semiannual report to the Board of Supervisors regarding complaints made by whistleblowers; and repealing Administrative Code Sections 16.5, 16.400 - 16.404, 16.501 - 16.519, 16.520 - 16.531, 16.535 - 16.539, 16.540 - 16.547, 16.548-1 - 16.548-6, 16.980, and 58.1 - 58.600.

April 10, 2000 Board of Supervisors — PASSED, ON FIRST READING
   Ayes: 10 - Kaufman, Leno, Newsom, Teng, Yaki, Ammiano, Becerril, Bierman, Brown, Katz
   Absent: 1 - Yee

April 17, 2000 Board of Supervisors — FINALLY PASSED
   Ayes: 8 - Ammiano, Becerril, Brown, Kaufman, Leno, Newsom, Yaki, Yee
   Absent: 3 - Bierman, Katz, Teng
File No. 000358

I hereby certify that the foregoing Ordinance was FINALLY PASSED on April 17, 2000 by the Board of Supervisors of the City and County of San Francisco.

Gloria L. Young
Clerk of the Board

APR 28 2000
Date Approved

Mayor Willie L. Brown Jr.