

CONFLICT OF INTEREST CODE FOR THE  
**EMPLOYMENT TRAINING PANEL**

The Political Reform Act (Government Code sections 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the regulation may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation, and the attached Appendices A and B designating positions and setting forth disclosure categories, shall constitute the Conflict of Interest Code For the **Employment Training Panel (Panel)**.

Individuals holding designated positions shall file their statements with the **Panel**, which will make the statements available for public inspection and reproduction. (Gov. Code section 81008.) Panel Members and Executive Director must file the statements of economic interest electronically with the **Fair Political Practices Commission**. Statements for all other designated positions will be retained by the **Panel**.

**CONFLICT OF INTEREST CODE FOR THE  
EMPLOYMENT TRAINING PANEL  
APPENDIX A**

<b>Designated Positions</b>	<b>Disclosure Category</b>
Panel Member	1
Executive Director	1
Assistant Director	1
Career Executive Assignment B	1
Career Executive Assignment A	1
Staff Attorney	1
Staff Services Manager I Specialist	1
Staff Services Manager III	1
Staff Services Manager II	2
Staff Services Manager I	2
Information Technology Manager I	2
Information Technology Specialist II	2
Information Technology Specialist I	2
Account Analyst* (in work unit Planning & Research); Regional Offices; Program Projects Unit; Fiscal; and Audits	3
Consultants/New positions	**

\*For purposes of determining those positions that should be designated in the code, Account Analyst encompasses the job classifications of Associate Government Program Analyst (“AGPA”), Staff Management Auditor (“SMA”), Associate Management Auditor (“AMA”), Research Data Analyst (General)(RDAII (G)), and Staff Services Management Auditor (“SSMA”) in the following organizational work units: Planning & Research Unit; Sacramento

Regional Office; S.F. Bay Area Regional Office; North Hollywood Regional Office; San Diego Regional Office; Program Projects Unit; Fiscal/Technical Support Unit; and Audit Units.

\*\* Consultants/New Positions shall provide disclosure pursuant to Disclosure Category 1 subject to the following limitation:

The Executive Director may determine in writing that a particular consultant, although a “Designated Position,” is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director’s determination shall be a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

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**Appendix B**

**Disclosure Category 1**

Individuals holding designated positions in this category must report:

Investments and business positions in any business entity, and income, including gifts, loans, and travel payments, from any source.

**Disclosure Category 2**

Individuals holding designated positions in this category must report:

Investments and business positions in any business entity, and income, including gifts, loans, and travel payments, from sources, of the type to contract with the Employment Training Panel.

**Disclosure Category 3**

Individuals holding designated positions in this category must report:

Investments and business positions in business entities and sources of income (including receipt of gifts, loans and travel payments) if the business entity or source was the subject of an assignment during the reporting period. Use Fair Political Practices Commission Form 700-A if there was no financial interest to report. Otherwise, disclose the financial interest(s) on the schedules of Fair Political Practices Commission Form 700.