

DEPARTMENT OF CONSUMER AFFAIRS
FINAL PROPOSED CODE
CONFLICT OF INTEREST REGULATIONS

Amend section 3830 of Division 38 of Title 16 of the California Code of Regulations to read as follows:

3830. General Provisions.

The Political Reform Act Government Code sections 81000, et seq., require 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, which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the Department of Consumer Affairs.

Designated employees shall file statements of economic interests with the agency who will make the statements available for public inspection and reproduction. (Govt. Code Section 81008.) Upon receipt of the statements of the Director and members of committees and subcommittees, and members of any licensing or regulatory boards, bureaus, and commissions, the agency shall make and retain a copy and forward the original of each statement to the Fair Political Practices Commission.

Note: Authority cited: Sections 87300, 87306 and 87307, Government Code. Reference: Sections 87300-87302 and 87306, Government Code.

DEPARTMENT OF CONSUMER AFFAIRS
PROPOSED AMENDMENTS TO THE
CONFLICT OF INTEREST REGULATIONS

Appendix

Designated Employees

Disclosure Categories

Administration Executive Offices

Director	1
Senior Chief Deputy Director	1
Chief Deputy Director.....	1
Senior Advisor to the Director.....	1
Deputy Director, Board/Bureau Support.....	1
Deputy Director, Enforcement and Compliance.....	1
Deputy Director, Communications	1
Deputy Director, External Affairs	1
Chief, Licensing for Job Creation.....	1
Information Officer (All Levels), Public Affairs Office	2,5
Staff Services Manager (All Levels)	6
Administrative Assistant (All Levels).....	5

Program and Consumer Services Division

Deputy Director	1
Chief, Consumer Information Center.....	2,5
Manager, Consumer Information Center / Correspondence Unit.....	2,5
Information Officer (All Levels)	2,5
Program Manager, Complaint Resolution Program.....	2,5
Staff Services Manager (All Levels)	2,5
Program Representative (All Levels), Field Offices of the Complaint Resolution Program.....	2,5
Manager, Outreach Program.....	2,5
Manager, Strategic Planning and Development	2,5
Manager, Office of Publications, Design and Editing.....	2,5

Office of Administrative and Information Services

Deputy Director1
Fiscal Officer, Fiscal Operations Office 5
Accounting Administrator (All Levels), Cashiering/Payroll 5
Manager, Accounts Receivable/Revenue 5
Accounting Administrator (All Levels), General Ledger 5
Manager, Calstars..... 5
Accounting Administrator (All Levels), Accounts Payable 5
Staff Services Manager (All Levels), Budget Office..... 5
Staff Services Manager (All Levels), Business Services Office..... 5
 Associate Governmental Program Analyst 5
 Associate Business Management Analyst 5
 Business Services Assistant 5
Staff Services Manager (All Levels), Facilities and Planning Unit..... 5
 Associate Business Management Analyst 5
 Associate Governmental Program Analyst 5
Staff Services Manager (All Levels), Contracts Unit 5
 Associate Governmental Program Analyst 5
 Staff Services Analyst 5
 Associate Information Systems Analyst 5
Staff Services Manager (All Levels), Business Management Services Unit 5
 Staff Services Analyst/Associate Governmental Program Analyst 5
 Business Services Officer (All Levels) 5
Staff Services Manager (All Levels), Business Resources Unit 5
 Office Services Supervisor (All Levels) 5
 Assistant Information Systems Analyst..... 5
 Associate Governmental Program Analyst 5
 Digital Composition Specialist (All Levels) 5
Personnel Officer, Office of Human Resources 5
Assistant Personnel Officer, Office of Human Resources..... 5
Labor Relations Specialist, Labor Relations Office..... 5
Chief Information Officer, Office of Information Services 5
 Data Processing Manager (All Levels), Infrastructure Services..... 5
 Senior Information Systems Analyst (Supervisor)..... 5
 Data Processing Manager (All Levels), Enterprise Technology Services..... 5
 Systems Software Specialist (All Levels) (Supervisor) 5
 Systems Software Specialist (All Levels) (Tech)..... 5
 Senior Information Systems Analyst (Supervisor)..... 5
 Data Processing Manager (All Levels), Client Services 5
 Staff Information Systems Analyst (Supervisor)..... 5

Designated Employees

Disclosure Categories

Data Processing Manager (All Levels), Enterprise Project Services 5
Data Processing Manager (All Levels), Application Services 5
 Senior Information Systems Analyst (Supervisor) 5
 Senior Programmer Analyst 5
Data Processing Manager (All Levels), Information Security Office 5
Data Processing Manager (All Levels), IT Governance 5
 Senior Information Systems Analyst (Spec) 5
Manager, SOLID (Strategic Organization, Leadership, and Individual Development)
 Training Solutions 5

Equal Employment Opportunity Office

Chief 5

Office of Professional Examination Services

Chief 5
Supervising Personnel Selection Consultant 5
 Personnel Selection Consultant (All Levels), Supervisor 5
 Personnel Selection Consultant (All Levels)..... 5
Staff Services Manager (All Levels), Operations Manager 5
 Staff Information Systems Analyst (Specialist) 5
 Test Validation and Development Specialist (All Levels) 5
 Staff Services Analyst..... 5

Internal Audit Office

Chief 5
Staff Management Auditor 5
Associate Management Auditors..... 5

Division of Legal Affairs

Deputy Director1
Supervising Counsel1
Staff Counsel1
Coordinator, Dispute Resolution Office.....1

Legislative and Regulatory Review Division

Deputy Director	1
Assistant Deputy Director	1
Manager	1

All Members and Executive Officers of Boards Including But Not Limited to the following Boards:

California Board of Accountancy

Board Members	4,5
Executive Officer.....	4,5
Staff Services Manager (All Levels) / Assistant Executive Officer	4,5
CEA II / Chief of Enforcement	4,5
Supervising Investigative CPA	4,5
Staff Services Manager (All Levels) / Licensing Chief.....	4,5
Information Officer (All Levels), Information and Planning Officer	4,5
Staff Services Manager (All Levels), Enforcement.....	4,5
Staff Services Manager (All Levels), License Renewal & Continuing Competency and Client Services Units	4,5
Staff Services Manager (All Levels), Initial Licensing Unit	4,5
Staff Services Manager (All Levels), Examination and Practice Privilege Units.....	4,5
Manager, Administrative Services	4,5
SISA / Network Administrator.....	5
AISA / Systems Analyst	5
APA / Programmer Analyst.....	5
AISA / IT Support Analyst.....	5
AGPA / Board Relations Analyst.....	4,5
AGPA / Legislative and Regulations Analyst	4,5
AGPA / Personnel and Publications Liaison.....	4,5
SSA / Contract and Expenditure Tracking Analyst	5
Business Services Officer	5

Members of the following committees:

Qualifications Committee	4
Accounting Education Committee	4
Enforcement Advisory Committee	4
Ethics Curriculum Committee	4
Peer Review Oversight Committee	4

Acupuncture Board

Board Members	4,5,6
Executive Officer.....	4,5,6
Associate Governmental Program Analyst.....	4,5,6
Staff Services Analyst.....	4,5,6

California Architects Board

Board Members	4,5
Executive Officer.....	4,5
Assistant Executive Officer.....	4,5
Staff Services Manager (All Levels), Program Manager Examination/ Licensing Unit.....	4,5
Staff Services Analyst/Associate Governmental Program Analyst, Administration Analyst.....	4,5
Staff Services Analyst, Communications Analyst	4,5
Associate Governmental Program Analyst, Enforcement Officer.....	4,5
Staff Services Analyst/Associate Governmental Program Analyst, Examination/Licensing Analyst	4,5
Staff Services Analyst/Associate Governmental Program Analyst, Examination/Licensing Analyst.....	4,5
Staff Services Analyst, Supplemental Exam Coordinator.....	4,5
Staff Services Manager (All Levels), Landscape Architects Technical Committee (LATC), Program Manager	4,5
Associate Governmental Program Analyst, LATC Special Projects Analyst...	4,5
Staff Services Analyst, LATC Enforcement Coordinator	4,5
Staff Services Analyst, LATC Exam Coordinator	4,5
Architect Consultant.....	4,5

Members of the following committees:

Professional Qualifications Committee	4
Examination Committee	4
Regulatory and Enforcement Committee	4
Communications Committee	4
Landscape Architects Technical Committee.....	4

State Athletic Commission

Commission Members.....	4,5,6
Executive Officer.....	4,5,6

Designated Employees

Disclosure Categories

Assistant Executive Officer..... 4,5,6
Chief Inspector..... 4,5,6
Assistant Chief Inspector..... 4,5,6

Board of Barbering and Cosmetology

Board Members 4,5,6
Executive Officer..... 4,5,6
Assistant Executive Officer..... 4,5,6
Manager, Administration Section 4,5,6
Manager, Enforcement Section..... 4,5,6
Supervising Inspector (All Levels), Inspection Section 4,5,6
Supervising Cosmetology Examiner, Examination Section 4,5,6

Board of Behavioral Sciences

Board Members 4,5
Executive Officer..... 4,5
Staff Services Manager (All Levels)..... 4,5

Contractors' State License Board

Board Members 4,5
Registrar 4,5
Chief Deputy Registrar (CEA) 4,5
Research Program Specialist (All Levels), Budgets 5
Chief, Administration Division..... 5
Manager, Business and Support Services Payables 5
Manager, Personnel..... 5
 Associate Governmental Program Analyst, Business Services, Payables and
 Contracts 5
Business Services Assistant, Purchasing..... 5
Chief, Enforcement Division (CEA) 4,5
 Enforcement Supervisors (All Levels) 4,5
 Enforcement Representatives (All Levels) 4,5
 Consumer Service Representatives..... 4,5
 Associate Governmental Program Analyst..... 4,5
 Staff Services Analyst..... 4,5
Chief, Licensing Division (CEA)..... 4,5
 Managers, License Processing Operations..... 4,5
Chief, Office of Public Information..... 4,5
 Information Officer (All Levels)..... 4,5

Designated Employees

Disclosure Categories

Chief, Legislation (CEA) 4,5
Manager, Testing Division 4,5
 Supervising Personnel Specialist Consultant (All Levels), Examination
 Development/Maintenance (EDM) 4,5
Personnel Selection Consultant (All Levels), EDM 4,5
 Test Validation Development Specialists (All Levels), EDM..... 4,5
 Associate Governmental Program Analyst, EDM..... 4,5
 Associate Information Systems Analyst (Sup.), Examination Administration 4,5
 Staff Services Analyst, Examination Administration 4,5
Chief, Office of Information Technology 4,5
 Staff Information Systems Analyst (Sup.) 4,5
 Associate Information Systems Analyst, IT Contracts 4,5

Court Reporters Board

Board Members 4,5
Executive Officer..... 4,5
Associate Governmental Program Analyst..... 4,5
Staff Services Analyst..... 4,5

Dental Board of California

Board Members 4,5,6
Executive Officer..... 4,5,6
Assistant Executive Officer..... 4,5,6
Supervising Investigator (All Levels) 4,5,6
Supervising Special Investigator (All Levels)..... 4,5,6
Enforcement Supervisor (Staff Services Manager (All Levels)) 4,5,6
Diversion Evaluation Committee Members..... 4,5
Dental Assisting Forum Committee Members..... 4,5

Dental Hygiene Committee

Committee Members 4,5
Executive Officer 4,5
Special Investigator 4,5
Associate Governmental Program Analyst..... 4,5
Staff Services Analyst..... 4,5

State Board of Guide Dogs for the Blind

Board Members 4,5
Executive Officer..... 4,5

Medical Board of California

Board Members 4,5
Executive Director 4,5
Deputy Director 4,5
 Chief of Legislation 4,5
Legal Counsel.....1

Enforcement

Chief of Enforcement 4,5
Deputy Chief of Enforcement, Field Operations 4,5
Supervising Investigator (All Levels)..... 4,5
Medical Consultant 4,5
Staff Services Manager (All Levels) 4,5

Licensing

Chief of Licensing..... 4,5
Medical Consultant 4,5

Business Services Office

Business Services Manager 4,5

Occupational Therapy Board

Board Members 4,5
Executive Officer..... 4,5
Staff Services Manager (All Levels) 4,5

Board of Optometry

Board Members 4,5,6
Executive Officer..... 4,5,6
Enforcement Coordinator 4,5,6

Designated Employees

Disclosure Categories

Associate Governmental Program Analyst/Staff Services Analyst - Licensing
Coordinator 4,5,6
Associate Governmental Program Analyst - Enforcement 4,5,6

Osteopathic Medical Board

Board Members 4,5
Executive Director 4,5
Special Consultant 4,5

Members of the Naturopathic Medicine Committee 4,5
Executive Officer..... 4,5

Board of Pharmacy

Board Members 4,5,6
Executive Officer..... 4,5,6
Assistant Executive Officer..... 4,5,6
Supervising Inspector 4,5,6
Inspectors 4,5,6
Staff Services Managers..... 4,5,6
Staff Services Manager (All Levels) (Specialist – Legislation and Regulation) 4,5,6
Staff Services Manager (All Levels) (Specialist – Pharmacists Recovery Program) 4,5,6

Physical Therapy Board

Board Members 4,5
Executive Officer..... 4,5
Assistant Executive Officer..... 4,5

Physician Assistant Committee

Board Members 4,5
Executive Officer..... 4,5
Associate Governmental Program Analysts 4,5
Staff Services Analyst..... 4,5

Board of Podiatric Medicine

Board Members 4,5
Executive Officer..... 4,5
Associate Governmental Program Analyst - Administration 4,5

Designated Employees

Disclosure Categories

Associate Governmental Program Analyst – Licensing Coordinator..... 4,5
Associate Governmental Program Analyst – Enforcement..... 4,5

Board for Professional Engineers and Land Surveyors

Board Members 4,5
Executive Officer..... 4,5
Assistant Executive Officer..... 4,5
Staff Services Manager, Enforcement 4,5
Senior Registrar 4,5
Technical Advisory Committee Members 4,5
Subject Matter Experts..... 4,5

Board of Psychology

Board Members 4,5
Executive Officer..... 4,5
Assistant Executive Officer..... 4,5

Board of Registered Nursing

Board Members 4,5
Executive Officer..... 4,5
Assistant Executive Officer..... 4,5
Supervising Nursing Education Consultants 4,5
Nursing Education Consultants 4,5
Diversion Evaluation Committee Members..... 4,5
Diversion Program Manager 4,5
Enforcement Program Manager..... 4,5
Manager, Licensing and Administrative Services..... 4,5
Manager, Licensing Standards and Evaluation; Advanced Practice 4,5

Respiratory Care Board

Board Members 4,5
Executive Officer..... 4,5
Staff Services Manager (All Levels)/ Assistant Executive Officer 4,5
Staff Services Manager (All Levels) 4,5

Speech-Language Pathology, Audiology, and Hearing Aid Dispensers Board

Board Members 4,5

Designated Employees

Disclosure Categories

Executive Officer..... 4,5
Staff Services Manager (All Levels) 4,5
Associate Governmental Program Analysts 4,5
Staff Services Analysts 4,5

Veterinary Medical Board

Board Members 4,5,6
Executive Officer..... 4,5,6
Assistant Executive Officer..... 4,5,6
Registered Veterinary Technician Committee Members..... 4
Drug and Alcohol Diversion Evaluation Committee Members 4
Program Manager 4

Board of Vocational Nursing and Psychiatric Technicians

Board Members 4,5
Executive Officer..... 4,5
Assistant Executive Officer..... 4,5
Supervising Nursing Education Consultant..... 4,5
Nursing Education Consultants 4,5
Staff Services Managers..... 4,5

All Bureau Chiefs, Deputy Bureau Chiefs, and Bureau Committee Members, including, but not limited to the following Bureaus:

Arbitration Certification Program

Chief 4,5,6

Bureau of Automotive Repair

Bureau Chief 4,5,6
Assistant Chief, Smog Check Policy Development & Oversight 4,5,6
Deputy Chief, Smog Check Operations and Engineering and Research
Division..... 4,5,6
Supervising Air Quality Engineer, Engineering and Research Branch..... 4,5,6
Supervising Air Quality Engineer, Training and Compliance Branch 4,5,6
Data Program Manager (All Levels), Technology Services Branch..... 4,5,6
Senior Programmer Analyst (Supervisor) 4,5,6
Senior Air Quality Engineer, Standards and Training Unit 4,5,6
Senior Air Quality Engineer, Data Maintenance & QA/Auditing 4,5,6

Designated Employees

Disclosure Categories

Senior Air Quality Engineer, Program Evaluation 4,5,6
Senior Air Quality Engineer, Equipment Certification 4,5,6
Deputy Chief, Consumer Assistance and Administration Division..... 4,5,6
Program Manager (All Levels), Consumer Assistance Program..... 4,5,6
Staff Services Manager (All Levels), Administration Branch..... 4,5,6
Staff Services Manager (All Levels), Contracts..... 4,5,6
Associate Governmental Program Analyst, Contracts 4,5,6
Staff Services Manager (All Levels), Business Services..... 4,5,6
Staff Services Analyst, Facilities 4,5,6
Staff Services Analyst, Purchasing..... 4,5,6
Office Technician, Contract and Purchasing Support 4,5,6
Staff Services Manager (All Levels), Personnel Unit..... 4,5,6
Associate Governmental Program Analyst, Personnel..... 4,5,6
Staff Services Analyst, Personnel..... 4,5,6
Staff Services Manager (All Levels), Licensing Unit 4,5,6
Deputy Chief, Field Operations and Enforcement Branch..... 4,5,6
Program Manager (All Levels), Northern California Field Operations and
Enforcement Branch 4,5,6
Program Manager (All Levels), Central Valley..... 4,5,6
Program Manager (All Levels), San Francisco/Bay Area..... 4,5,6
Program Manager (All Levels), Southern California Field Operations and
Enforcement Branch 4,5,6
Program Manager (All Levels), Los Angeles (North)/Bakersfield..... 4,5,6
Program Manager (All Levels), Los Angeles (East)/Orange..... 4,5,6
Program Manager (All Levels), Inland Empire/San Diego..... 4,5,6
Program Manager (All Levels), Enforcement Planning and Oversight Branch 4,5,6
Program Manager (All Levels), Complaint Intake and Case Management .. 4,5,6
Program Manager (All Levels), Vehicle Documentation Laboratories..... 4,5,6
Program Manager (All Levels), Vehicle Documentation Laboratories HQ.. 4,5,6

Cemetery and Funeral Bureau

Chief 4,5
Deputy Chief 4,5
Supervising Governmental Auditor 4,5
General Auditor (All Levels) 4,5
Field Representatives 4,5
Associate Governmental Program Analyst..... 4,5

Bureau of Electronic and Appliance Repair, Home Furnishings and Thermal Insulation

Bureau Chief 4,5,6
Manager, Licensing 4,5,6
Manager, Field Operations..... 4,5,6
Manager, Compliance..... 4,5,6
Supervising Chemist..... 4,5,6

Professional Fiduciaries Bureau

Chief 4,5

Bureau for Private Postsecondary Education

Chief..... 4,5
Deputy Bureau Chief 4,5
Staff Services Manager (All Levels) (Enforcement Unit Manager) 4,5
Staff Services Manager (All Levels) (Admin Support and STRF Manager) 4,5
Staff Services Manager (All Levels) (Licensing Manager)..... 4,5
Staff Services Manager (All Levels) (Compliance Inspections Manager) 4,5
Staff Services Manager (All Levels) (Investigations and Discipline Manager) 4,5
Education Senior Specialist 4,5
Education Specialist 4,5

Bureau of Security and Investigative Services

Bureau Chief 4,5
Deputy Chief 4,5
Staff Services Managers..... 4,5
Alarm Company Disciplinary Committee Members..... 4,5
Private Security Operator Disciplinary Committee Members 4,5

Bureau of Telephone Medical Advice Services

Chief 4,5
Associate Governmental Program Analyst..... 4,5

Division of Investigation

Chief 2,4,5
Deputy Chief 2,4,5

Supervising Investigator (All Levels)	2,4,5
Staff Services Manager	5
Manager, Unlicensed Activity Program	2,5

Consultants/New Positions for the Department and all Boards, Commissions, Committees, Bureaus, and Programs *

* Consultants/New Position shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The (chief executive officer) may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements 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 (chief executive officer's) determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code. (Gov. Code Sec. 81008)

Disclosure Categories

Category 1

Designated officials or employees assigned to this category must report:

All interests in real property, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

Category 2

Designated officials or employees assigned to this category must report:

All interests in real property and investments and business positions in, and any income, including gifts, loans and travel payments from, a business entity or individual where the business entity or individual's profession is regulated by or is of the type which qualifies for licensing or continuing education credit by any licensing agency within the Department of Consumer Affairs, or if, currently or within the previous four years, the Department of Consumer Affairs has taken any civil or administrative action against such entity, or has intervened in such action.

Category 3

Designated officials or employees assigned to this category must report:

Investments and business positions in, and any income, including gifts, loans and travel payments from, a business entity where the entity is engaged in the manufacturing, wholesaling or retailing of any equipment or product required to be approved or meet standards set by any licensing agency within the Department of Consumer Affairs.

Category 4

Designated officials or employees assigned to this category must report:

All interests in real property and investments and business positions in, and any income, including gifts, loans and travel payments from, a business entity, professional association or individual where the business entity, professional association or individual's profession is regulated by or offers programs or courses qualifying for licensing or continuing education credit by the official's or employee's licensing agency.

Category 5

Designated officials or employees assigned to this category must report:

Investments and business positions in, and any income, including gifts, loans and travel payments from, a business entity if, within the previous two years, the entity is of the type which has contracted with the official's or employee's immediate employer (e.g., board, bureau, division or licensing agency, or, when applicable, the department) to provide goods or services.

Category 6

Designated officials or employees assigned to this category must report:

Investments and business positions in, and any income, including gifts, loans and travel payments from, a business entity where the entity is engaged in the manufacturing, wholesaling, or retailing of any equipment or product required to be approved or meet standards set by the official's or employee's licensing agency.