

**CONFLICT OF INTEREST CODE
FOR THE
DEPARTMENT OF FOOD AND AGRICULTURE**

The Political Reform Act (Government Code Section 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 standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of Title 2 of 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, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Department of Food and Agriculture (Department)**.

Designated employees, consultants, and board and committee members, except District Agricultural Associations (DAAs), marketing orders, and commodity councils, shall e-file their statements of economic interests with the **Department** who will make the statements available for public inspection and reproduction (Gov. Code Section 81008). Upon receipt of the statement of the Secretary, the **Department's** eDisclosure System stores the statement and uploads it to the **Fair Political Practices Commission**.

Members, officials, and employees of DAAs, marketing orders, and commodity councils, shall file their statements of economic interests with their respective manager, CEO, or board president who shall retain the original statement and promptly communicate all deficiencies in filing to the **Department**. The statements shall be readily available for public inspection and reproduction (Gov. Code Section 81008).

The **Department** shall forward *copies* of all statements for appointed members of multi-member boards and commissions to the **Fair Political Practices Commission**.

NOTE: Authority: Section 407, Food and Agricultural Code, and Section 87306, Government Code.

Reference: Section 87300-87302 and 87306, Government Code.

DESIGNATED POSITIONS

**DISCLOSURE
CATEGORY**

DEPARTMENT – AII

| | |
|--|-----|
| Auditor ¹ | 9 |
| Branch Chief ² | 2-5 |
| Investigator ³ | 9 |
| Legal Counsel ⁴ | 2-5 |
| Consultants/New Positions ⁵ | 9 |

¹**Auditor** includes ALL auditors who are employed by the Department to provide auditing services.

²**Branch Chief** includes ALL branch chiefs who are employed by the Department.

³**Investigator** includes ALL investigators, except those specified below, who are employed by the Department to provide investigative services.

⁴**Legal Counsel** includes all attorneys who are employed by the Department to provide legal services, regardless of civil service or exempt classification.

⁵**Consultants/New Positions** shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Secretary may determine in writing that a particular consultant or new position, 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 described in this section. Such determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Secretary’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)

DESIGNATED POSITIONS**DISCLOSURE
CATEGORY****SECRETARIAT/EXECUTIVE OFFICE**

| | |
|---|-----|
| Secretary | 1 |
| Undersecretary | 1 |
| Deputy Secretary | 1 |
| Special Assistant | 1 |
| C.E.A. – Director of Public Affairs | 2 |
| C.E.A. – Agency Information Officer | 2 |
| Telecommunication Systems Manager I (Specialist) | 2 |
| Staff Services Manager I | 2-5 |
| Staff Services Manager II (Supervisory) | 2-5 |
| Associate Governmental Program Analyst – Health and Safety Officer | 2 |
| Associate Governmental Program Analyst – OITS | 2 |
| Associate Governmental Program Analyst/Staff Services Analyst – EEO Analyst | 2 |
| Environmental Program Manager I (Supervisory) | 2-5 |
| Environmental Program Manager I (Specialist) | 2-5 |
| Senior Environmental Scientist (Supervisory) | 2-5 |
| Senior Environmental Scientist (Specialist) | 2-5 |
| Information Technology Manager – All Levels | 2 |
| Information Technology Supervisor – All Levels | 2 |

ADMINISTRATIVE SERVICES DIVISION

| | |
|--|---|
| C.E.A. | 2 |
| Accounting Administrator – All Levels | 2 |
| Associate Budget Analyst | 2 |
| Labor Relations Specialist | 2 |
| Staff Services Analyst – Budget Office | 2 |
| Staff Services Manager – All Levels | 2 |
| Associate Governmental Program Analyst – Training Officer | 2 |
| Associate Governmental Program Analyst – Health and Safety | 2 |

DESIGNATED POSITIONS

ANIMAL HEALTH and FOOD SAFETY SERVICES DIVISION

| | |
|--|-----|
| C.E.A. – All Levels | 2-5 |
| Agricultural Program Supervisor – All Levels | 2-5 |
| Associate Governmental Program Analyst – Health and Safety Officer | 2 |
| Environmental Program Manager – All Levels | 2-5 |
| Program Manager II (Office of Emergency Services) | 2 |
| Research Data Specialist II – Animal Traceability | 2 |
| Research Scientist Manager (Veterinary Sciences) | 2-5 |
| Research Scientist Supervisor II (Veterinary Sciences) | 2-5 |
| Senior Environmental Scientist (Specialist) | 2-5 |
| Senior Environmental Scientist (Supervisory) | 3-5 |
| Staff Services Manager I | 2 |
| Supervising Veterinarian | 2-5 |
| Supervising Veterinarian (Meat Inspection) | 2-5 |

CALCANNABIS CULTIVATION LICENSING DIVISION

| | |
|--|--------|
| C.E.A. | 2-5 |
| Environmental Program Manager – All Levels | 2-5 |
| Environmental Scientist – Range B | 2-5 |
| Environmental Scientist – Range C | 2-5 |
| Special Assistant | 2-5 |
| Staff Services Manager – All Levels | 2-5 |
| Supervising Special Investigator I | 2-5, 9 |
| Supervising Special Investigator II | 2-5, 9 |
| Senior Environmental Scientist (Supervisory) | 3-5 |
| Senior Environmental Scientist (Specialist) | 3-5 |
| Associate Governmental Program Analyst | 3-5 |
| Staff Services Analyst | 3-5 |

DESIGNATED POSITIONS

MEASUREMENT STANDARDS DIVISION

| | |
|--|-----|
| C.E.A. | 2-5 |
| Environmental Program Manager I | 2-5 |
| Staff Services Manager I | 2-5 |
| Principal State Metrologist | 3-5 |
| Senior Environmental Scientist (Supervisor) | 3-5 |
| Senior Environmental Scientist (Specialist) | 3-5 |
| Associate Governmental Program Analyst – Budgets and Contracts | 2-5 |
| Measurement Standards Specialist II & III | 3-5 |

INSPECTION SERVICES DIVISION

| | |
|---|--------|
| C.E.A. | 2-5 |
| Agricultural Program Supervisor – All Levels | 2-5 |
| Associate Governmental Program Analyst – Budgets & Contracts | 2-5 |
| Environmental Program Manager – All Levels | 2-5 |
| Fruit & Vegetable Quality Control Supervisor II – Avocado Program | 2-5 |
| Research Data Analyst – All Levels | 2-5 |
| Research Data Supervisor – All Levels | 2-5 |
| Research Data Specialist – All Levels | 2-5 |
| Senior Environmental Scientist (Supervisory) | 3-5 |
| Staff Services Manager I | 2-5 |
| Staff Services Analyst – Budgets and Contracts | 2-5 |
| Supervising Special Investigator I – Inspection and Compliance | 3-5, 9 |
| Supervising Special Investigator II – Feed/Livestock Drugs Inspection Program | 3-5, 9 |

MARKETING SERVICES DIVISION

| | |
|--|-----|
| C.E.A. | 2-5 |
| Special Assistant | 2-5 |
| Agricultural Economist – All Levels | 2-5 |
| Research Data Supervisor – All Levels | 2-5 |
| Research Data Analyst II | 3-5 |
| Associate Governmental Program Analyst – Fairs and Expositions | 2-5 |
| Staff Services Manager I – Fairs and Expositions | 2-5 |
| Agricultural Program Supervisor– All Levels | 2-5 |

DESIGNATED POSITIONS

DISTRICT AGRICULTURAL ASSOCIATIONS

| | |
|--|---|
| Chief Executive Officer/Secretary-Manager – All Levels | 7 |
| Deputy Manager – All Levels | 7 |
| Accounting Administrator II | 7 |
| Accounting Officer (Specialist) | 7 |
| Box Office Manager | 7 |
| Business Assistant II (Supervisory) | 7 |
| Business Assistant (Specialist) – All Levels | 7 |
| Chief of Plant Operations I | 7 |
| Exposition Assistant – All Levels | 7 |
| Event Coordinator | 7 |
| Exhibit Supervisor | 7 |
| Maintenance and Operations Supervisor – All Levels | 7 |
| Marketing Specialist | 7 |
| Rental & Operations Officer | 7 |
| Satellite Facility Supervisor – All Levels | 7 |

PIERCE'S DISEASE CONTROL PROGRAM

| | |
|--|-----|
| Pierce's Disease Control Program Statewide Coordinator | 2-6 |
| Environmental Program Manager II | 2-5 |
| Environmental Program Manager I (Supervisory) | 2-6 |
| Senior Environmental Scientist (Supervisory) | 3-6 |

PLANT HEALTH and PEST PREVENTION SERVICES DIVISION

| | |
|--|-----|
| C.E.A. | 2-5 |
| Special Assistant | 2-5 |
| Agricultural Pest Control Supervisor | 2 |
| Agricultural Program Supervisor – All Levels | 2-5 |
| Environmental Program Manager – All Levels | 2-5 |
| Environmental Scientist – Primary State Entomologist | 2-5 |
| Plant Quarantine Supervisor – All Levels | 2-5 |
| Research Data Supervisor II | 2-5 |
| Senior Environmental Scientist (Specialist) – Primary Scientists | 2-5 |
| Senior Environmental Scientist (Supervisory) | 2-5 |
| Senior Plant Nematologist (Specialist) | 2-5 |
| Staff Services Manager I | 2-5 |

DESIGNATED POSITIONS

DISCLOSURE
CATEGORY

DEPARTMENT
BOARDS, COMMITTEES, MARKETING ORDERS,
and COMMODITY COUNCILS

*It has been determined that **All Members and Alternate Members** of the entities listed below are subject to the disclosure requirements of this code.*

EXECUTIVE OFFICE

| | |
|---|---|
| Alternate Manure Management Program – Technical Advisory Committee | 8 |
| AMMP – APFF Technical Advisory Committee | 8 |
| Dairy Digester Technical Advisory Committee | 8 |
| Environmental Farming Act Science Advisory Panel | 8 |
| Healthy Soils Program – Demonstration Projects Technical Advisory Committee | 8 |

ADMINISTRATIVE SERVICES DIVISION

| | |
|---|---|
| Specialty Crop Block Grant Technical Review Committee | 8 |
|---|---|

ANIMAL HEALTH and FOOD SAFETY SERVICES DIVISION

| | |
|--|---|
| Veterinary Diagnostics Laboratory Board | 8 |
| California Shell Egg Advisory Committee | 8 |
| Equine Medical Monitoring Program Advisory Committee | 8 |
| Livestock Identification Advisory Board | 8 |
| Rendering Industry Advisory Committee | 8 |

DISTRICT AGRICULTURAL ASSOCIATIONS

| | |
|-------------------------|---|
| Board Members/Directors | 7 |
|-------------------------|---|

INSPECTION SERVICES DIVISION

| | |
|--|---|
| Avocado Inspection Committee | 8 |
| California Citrus Advisory Committee | 8 |
| Certified Farmers' Market Advisory Committee | 8 |
| Feed Inspection Advisory Board | 8 |
| Feed Inspection Advisory Board Technical Advisory Subcommittee | 8 |
| Fertilizer Inspection Advisory Board | 8 |
| FREP Technical Advisory Subcommittee | 8 |
| California Organic Products Advisory Committee | 8 |
| Shipping Point Inspection Advisory Committee | 8 |
| Standardization Advisory Committee | 8 |

DESIGNATED EMPLOYEES**DISCLOSURE
CATEGORY***MARKETING SERVICES DIVISION*

| | |
|--|---|
| Milk Producer Review Board | 8 |
| Milk Producers Security Trust Fund Board | 8 |
| Marketing Orders and Councils | 8 |

PIERCE'S DISEASE CONTROL PROGRAM

| | |
|--|---|
| Pierce's Disease and Glassy-winged Sharpshooter Board | 8 |
| Pierce's Disease Advisory Task Force | 8 |
| Glassy-winged Sharpshooter Nursery Subcommittee of the Pierce's Disease Advisory Task Force | 8 |

PLANT HEALTH and PEST PREVENTION SERVICES DIVISION

| | |
|--|---|
| Beet Curly Top Virus Control Board | 8 |
| Citrus Pest & Disease Prevention Committee | 8 |
| Citrus Pest & Disease Prevention Outreach Subcommittee | 8 |
| Citrus Pest & Disease Prevention Operations Subcommittee | 8 |
| CA Cotton Pest Control Board | 8 |
| Fruit Tree, Nut Tree, and Grapevine Improvement Advisory Board | 8 |
| Seed Advisory Board | 8 |
| Vertebrate Pest Control Research Advisory Committee | 8 |
| Nursery Advisory Board | 8 |
| Industrial Hemp Advisory Board | 8 |

DEPARTMENT OF FOOD AND AGRICULTURE
APPENDIX B – DISCLOSURE CATEGORIES

Category 1 – All Interests:

Designated officials and employees shall disclose all investments, business positions, interests in real property, and income.

Category 2 - Contracts:

(A) Employees assigned to the Office of the Secretariat (except Information Technology Services) and employees in the Division of Administrative Services shall disclose all investments, business positions in business entities, and sources of income which, within the previous two years, have contracted (named subcontractor) with the *Department*.

(B) Division Directors, Special Assistants, and the employees in Information Technology Services shall disclose all investments, business positions in business entities, and sources of income which, within the previous two years, have contracted (named subcontractor) with their *division or office*.

(C) All other employees shall disclose all investments, business positions in business entities, and sources of income which, within the previous two years, have contracted (named subcontractor) with their *branch*.

Category 3 – License, Permit, Certificate, or Registration; Investments:

(A) Employees assigned to the Office of the Secretariat shall disclose investments or business positions in any business entity which holds or during the reporting period held, or was an applicant for, any license, permit, certificate, or registration issued, or was subject to any fee imposed by the *Department*.

(B) Division Directors and Special Assistants shall disclose investments or business positions in any business entity which holds or during the reporting period held, or was an applicant for, any license, permit, certificate, or registration issued, or was subject to any fee imposed by their *Division*.

(C) All other employees shall disclose investments or business positions in any business entity which holds or during the reporting period held, or was an applicant for, any license, permit, certificate, or registration issued, or subject to any fee imposed or administered by the *branch* where the employee is assigned.

Category 4 – License, Permit, Certificate, or Registration; Real Property:

(A) Employees assigned to the Office of the Secretariat shall disclose interests in real property which, during the applicable reporting period, were related to any license, permit, certificate, or registration issued, or subject to an assessment imposed or administered by the *Department*.

(B) Division Directors and Special Assistants shall disclose interests in real property which, during the applicable reporting period, were related to any license, permit, certificate, or registration issued, or subject to an assessment imposed or administered by their *Division*.

(C) All other employees shall disclose interests in real property which, during the applicable reporting period, were related to any license, permit, certificate, or registration issued, or subject to an assessment imposed or administered by the *branch* where the employee is assigned.

Category 5 – License, Permit, Certificate, or Registration; Income:

(A) Employees assigned to the Office of the Secretariat shall disclose each source of income, provided the income was furnished by, or on behalf of, any person who holds or during the reporting period held, or was an applicant for, any license, permit, certificate or registration issued, or fee or assessment imposed or administered by the *Department*.

(B) Division Directors and Special Assistants shall disclose each source of income, provided the income was furnished by, or on behalf of, any person who holds or during the reporting period held, or was an applicant for, any license, permit, certificate or registration issued, or fee or assessment imposed or administered by their *Division*.

(C) All other employees shall disclose each source of income, provided the income was furnished by, or on behalf of, any person who holds or during the reporting period held, or was an applicant for, any license, permit, certificate or registration issued, or fee or assessment imposed or administered by the *branch* to which the officer or employee is assigned.

Category 6 – Pierce’s Disease Control Program:

Designated employees shall disclose each source of income, and interests and business positions in any business entity which, during the reporting period, sought, received, or had an application or proposal reviewed for a grant, contract, research project, or other funding considered by the *Program*; and interests in real property upon which funds disbursed or approved for disbursement by the *Program* were utilized.

Category 7 – District Agricultural Associations:

Designated employees and District Agricultural Association directors/board members shall disclose:

(A) Investments or business positions in any business entity which, during the reporting period, were awarded or bid upon a contract of the Association for, or supplied to it under contract, materials, goods, supplies, or services; and

(B) Interests in real property which, during the reporting period, were acquired by, leased, or otherwise used by the Association for any consideration; and

(C) Each source of income provided the income was furnished by or on behalf of any person contracting with, furnishing, or offering to provide real or personal property or services to the Association as stated in paragraphs (A) or (B) above, including concessionaires.

Category 8 – Boards, Committees, Councils, and Marketing Orders:

Designated officials and employees of boards, committees, marketing orders, and councils (collectively known as the Entity) shall disclose:

(A) Investments, business positions in any business entities and sources of income which, during the reporting period:

- (i) Entered into a contract with the Entity;
- (ii) Provided real or personal property or services to the Entity;
- (iii) Engaged in the delivery of the type of services utilized by the Entity;
- (iv) Produces, handles, processes, manufactures, distributes, or sells any commodity or product which is subject to the jurisdiction of the Entity; or
- (v) Was awarded a research grant by the Entity.

(B) Interests in real property which, during the reporting period, were acquired, leased, or otherwise used by the Entity.

Category 9 – Auditors and Investigators:

All auditors and investigators shall disclose all income, investments, business positions, or interests in real property, which were the subject of any of their assignments during the reporting period.

If they had no financial interest in any of their assignments then they shall file Fair Political Practices Commission Form 700-A. Otherwise, they shall disclose their pertinent financial interests on the schedules for Fair Political Practices Commission Form 700.

The definition of “Income” as used in the disclosure categories includes the receipt of gifts, loans and travel payments.