

**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 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, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Department of Food and Agriculture (Department)**.

The Secretary and appointed members of multi-member boards and commissions must file their statements of economic interests electronically with the **Fair Political Practices Commission**. All other individuals holding designated positions must file their statements with the **Department**. All statements must be made available for public inspection and reproduction under Government Code Section 81008.

Designated positions of District Agricultural Associations, marketing orders, and commodity councils, must file their statements of economic interests with their respective manager, CEO, or board president, who shall retain the original statement on behalf of the **Department**. All statements must be made available for public inspection and reproduction under Government Code Section 81008.

NOTE: Authority cited: Section 407, Food and Agricultural Code, and Sections 81008, 87300, 87306, Government Code. Reference: Section 87302, 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	*

*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 comply fully with the disclosure requirements described in this section. Such written 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)

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.

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

Secretary	1
Undersecretary	1
Deputy Secretary	1
Deputy Secretary – Legislative Affairs	1
Special Assistant	1
C.E.A. A, Director for International Trade	1
C.E.A. A, Audit Chief	2-5, 9
C.E.A. A, County Liaison	2-5
Analyst II/Analyst I – EEO Analyst	2
Analyst II – Health and Safety	2
Analyst II – Limited Term	2
Environmental Program Manager I (Supervisory)	2-5
Environmental Program Manager II (Supervisory)	2-5
Environmental Scientist – Range C	2-5
Program Manager II, Office of Emergency Services (OES)	2
Senior Environmental Scientist (Specialist)	2-5
Senior Environmental Scientist (Supervisory)	2-5
Deputy Secretary for Climate and Working Lands	1
Supervisor I/II and Manager I/II	2-5

ADMINISTRATIVE SERVICES DIVISION

C.E.A. A, Director, Public Affairs	2-5
C.E.A. B, Director, Administrative Services	2-5
C.E.A. A, Assistant Director, Administrative Services	2-5
Accounting Administrator – All Levels	2
Analyst II – Budgets	2
Analyst II – Training Officer	2
Labor Relations Analyst	2
Labor Relations Specialist	2
Analyst I – Budget Office	2
Supervisor I/II and Manager I/II	2
Supervisor I RA	2

ANIMAL HEALTH and FOOD SAFETY SERVICES DIVISION

C.E.A. A, Assistant Director for Business Management	2-5
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DESIGNATED POSITIONS	DISCLOSURE CATEGORY
C.E.A. B, Director, Animal Health and Food Safety Services Division	2-5
Agricultural Program Supervisor – All Levels	2-5
Analyst II – Health and Safety Officer	2
Dairy Food Specialist	2-5
Environmental Program Manager – All Levels	2-5
Program Manager II (Office of Emergency Services)	2
Program Manager III (Office of Emergency Services)	2
Research Data Specialist II – Animal Traceability	2
Research Data Specialist II – Emerging Threats 2 Project	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
Supervisor I	2
Supervising Veterinarian	2-5
Supervising Veterinarian (Meat Inspection)	2-5

CITRUS PEST AND DISEASE PREVENTION DIVISION

C.E.A. B, Director, Citrus Pest and Disease Prevention Division	2-5
Environmental Program Manager – All Levels	2-5
Senior Environmental Scientist (Specialist)	3-5
Senior Environmental Scientist (Supervisory)	2-5
Supervisor I/II and Manager I/II	2

INFORMATION TECHNOLOGY SERVICES DIVISION

Analyst II – IT	2
C.E.A. B, Agency Information Officer	2
Information Technology Associate	2
Information Technology Specialist – Contracts and Procurement	2
Information Technology Specialist II – Emerging Threats 2 Project	2
Information Technology Specialist III	2, 3, 5
Information Technology Specialist III – Emerging Threats 2 Project	2
Information Technology Manager – All Levels	2
Information Technology Supervisor – All Levels	2
Supervisor I	2, 3, 5
Telecommunication Systems Manager I (Specialist)	2

DESIGNATED POSITIONS**DISCLOSURE
CATEGORY****INSPECTION SERVICES DIVISION**

C.E.A. A, Chief, Inspection and Compliance	2-5
C.E.A. B, Division Director, Inspection Services Division	2-5
C.E.A. A, Assistant Division Director, Inspection Services Division	2-5
Special Assistant	2-5
Agricultural Program Supervisor – All Levels	2-5
Analyst II – Budgets & Contracts	2-5
Environmental Program Manager – All Levels	2-5
Environmental Scientist – Range C (Except CAC Branch)	3-5
Fruit & Vegetable Quality Control Supervisor II – Avocado Program	2-5
Research Data Analyst – All Levels	2-5
Research Data Specialist – All Levels	2-5
Research Data Supervisor – All Levels	2-5
Senior Environmental Scientist (Specialist)	2-5
Senior Environmental Scientist (Specialist) FREP	3-5
Senior Environmental Scientist (Supervisory)	3-5
Analyst I – Budgets and Contracts	2-5
Supervisor I	2-5
Supervising Special Investigator (Non-Peace Officer)	2-5
Supervising Special Investigator I – Inspection and Compliance	3-5
Supervising Special Investigator I – Feed/Livestock Drugs Inspection Program	3-5

MARKETING SERVICES DIVISION

C.E.A. B, Director, Marketing Services	2-5, 8
Special Assistant	2-5
Agricultural Economist – All Levels	2-5
Agricultural Program Supervisor– All Levels	2-5
Assistant Agricultural Economist	2-5
Associate Agricultural Economist	2-5
Analyst II – Fairs and Expositions	2-5
Research Data Analyst II	3-5
Supervisor I/II and Manager I/II	2-5

MEASUREMENT STANDARDS DIVISION

C.E.A. B, Director, Measurement Standards	2-5
Analyst II – Budgets and Contracts	2-5
Environmental Program Manager I	2-5

DESIGNATED POSITIONS	DISCLOSURE CATEGORY
Measurement Standards Specialist II	3-5
Measurement Standards Specialist III	3-5
Principal State Metrologist	3-5
Senior Environmental Scientist (Specialist)	3-5
Senior Environmental Scientist (Supervisor)	3-5
Supervisor I	2-5
Supervising Special Investigator (Non-Peace Officer)	3-5

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

Special Assistant	2-5
C.E.A. B, Director, Plant Health and Pest Prevention	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
Supervisor I	2-5

DISTRICT AGRICULTURAL ASSOCIATIONS

Chief Executive Officer/Secretary-Manager – All Levels	7
Deputy Manager – All Levels	7
Accounting Administrator II	7
Accounting Officer (Specialist)	7
Assistant Satellite Facility Supervisor, District Fairs and Expositions	7
Box Office Manager	7
Business Assistant (Specialist) – All Levels	7
Business Assistant II (Supervisory)	7

DESIGNATED POSITIONS	DISCLOSURE CATEGORY
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
Supervisor I/II and Manager I/II	7

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

Alternative Manure Management Program – Technical Advisory Committee	8
BIPOC Producer Advisory Committee	8
Climate Smart Agriculture Technical Assistance Program	8
Dairy Digester Technical Advisory Committee	8
Environmental Farming Act Science Advisory Panel	8
Healthy Soils Program – Demonstration Projects Technical Advisory Committee	8
HSP Block Grant Program	8
Organic Transition Program Review Committee	8
Small-Scale Producer Advisory Committee	8

ADMINISTRATIVE SERVICES DIVISION

CalAgPlate Grant Program	8
Specialty Crop Block Grant Technical Review Committee	8

ANIMAL HEALTH and FOOD SAFETY SERVICES DIVISION

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

CITRUS PEST AND DISEASE PREVENTION DIVISION

Citrus Pest & Disease Prevention Committee	8
Citrus Pest & Disease Prevention Outreach Subcommittee	8

DISTRICT AGRICULTURAL ASSOCIATIONS

Board Members/Directors	7
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INSPECTION SERVICES DIVISION

Avocado Inspection Committee	8
California Citrus Advisory Committee	8

DESIGNATED POSITIONS	DISCLOSURE CATEGORY
California Organic Products 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
Shipping Point Inspection Advisory Committee	8
Standardization Advisory Committee	8
Urban Agriculture Grant Program Technical Review Committee	8
 <i>MARKETING SERVICES DIVISION</i>	
CDFA CRC Program Review Committee	8
Marketing Orders and Councils	8
Milk Producer Review Board	8
Milk Producers Security Trust Fund Board	8
 <i>MEASUREMENT STANDARDS DIVISION</i>	
Registered Service Agency Advisory Committee	8
 <i>PIERCE'S DISEASE CONTROL PROGRAM</i>	
Glassy-winged Sharpshooter Nursery Subcommittee of the Pierce's Disease Advisory Task Force	8
Pierce's Disease Advisory Task Force	8
Pierce's Disease and Glassy-winged Sharpshooter Board	8
 <i>PLANT HEALTH and PEST PREVENTION SERVICES DIVISION</i>	
Apiary Board	8
Beet Curly Top Virus Control Board	8
Boomrape Board	8
CA Cotton Pest Control Board	8
California Fruit Tree, Nut Tree, and Grapevine Improvement Advisory Board	8
Industrial Hemp Advisory Board	8
Nursery Advisory Board	8
Seed Advisory Board	8
Vertebrate Pest Control Research Advisory Committee	8

DEPARTMENT OF FOOD AND AGRICULTURE
APPENDIX B – DISCLOSURE CATEGORIES

Category 1 – All Interests:

Designated positions must disclose all investments and business positions in business entities, sources of income (including receipt of gifts, loans, and travel payments) and real property located in the State of California.

Category 2 - Contracts:

(A) Designated positions to the Office of the Secretariat (except Information Technology Services) and designated positions in the Division of Administrative Services shall disclose 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 provides leased facilities, products, equipment, vehicles, machinery or services (including training or consulting services) of the type utilized by the *Department*.

(B) Division Directors, Special Assistants, and designated positions in Information Technology Services must disclose 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 provides leased facilities, products, equipment, vehicles, machinery or services (including training or consulting services) of the type utilized by the position's *division or office*.

(C) All other designated positions must disclose 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 provides leased facilities, products, equipment, vehicles, machinery or services (including training or consulting services) of the type utilized by the position's *branch*.

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

(A) Designated positions in the Office of the Secretariat must disclose 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 is subject to the *Department's* permit, certificate, registration, or licensing authority.

(B) Division Directors and Special Assistants must disclose 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 is subject to their *Division's* permit, certificate, registration, or licensing authority.

(C) All other designated positions must disclose 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 is subject to their *Branch's* permit, certificate, registration, or licensing authority.

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

(A) Designated positions assigned to the Office of the Secretariat must 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 must 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 designated positions must 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 designated position is assigned.

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

(A) Designated positions assigned to the Office of the Secretariat must disclose 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 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 must disclose 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 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 designated positions must disclose 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 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 designated position is assigned.

Category 6 – Pierce’s Disease Control Program:

Designated positions must disclose investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) and real property if the business entity or source is of the type to receive grants or other funding from or through the *Program*.

Category 7 – District Agricultural Associations:

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

(A) 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 provides leased facilities, products, equipment, vehicles, machinery or services (including training or consulting services) of the type utilized by the Association; and

(B) Interests in real property utilized by the Association.

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

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

(A) Investments and business positions in any business entities and sources of income (including receipt of gifts, loans, and travel payments) if the business entity or source provides leased facilities, products, equipment, vehicles, machinery or services (including training or consulting services) of the type utilized by the Entity; and

(B) Investment and business positions in business entities and sources of income if the business entity or source produces, handles, processes, manufactures, distributes, or sells any commodity or product which is subject to the jurisdiction of the Entity.

(C) Interests in real property utilized by the Entity.

(D) 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 is of the type to receive grants or other funding from or through the Entity.

Category 9 – Auditors and Investigators:

Designated positions must disclose 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.