

Title 25. Housing and Community Development

Division 2. California Housing Finance Agency

Chapter 1. General

Article 1. Conflict-of-Interest Code

25 CCR § 10001

10001. General Provisions.

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, 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 Appendices 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 California Housing Finance Agency (the Agency).

Board Members and the Executive Director must file their statement of economic interests electronically with the Fair Political Practices Commission. All other individuals holding designated positions must file their statements with the Agency. All statements must be made available for public inspection and reproduction under Government Code Section 81008.

**Conflict-of-Interest Code of the California Housing Finance Agency Appendices
Appendix A**

	<i>Assigned</i>
	<i>Disclosure</i>
<i>Designated Employees</i>	<i>Category</i>
<i>Persons holding the following positions</i>	
<i>and/or the following classifications are</i>	
<i>“designated employees”:</i>	
<i>Board of Directors</i>	
Board Member (All members of the Board, Alternates,	

Designees, and Ex-Officio Members, other than the	
State Treasurer	1, 2, 3, 4
<i>Executive</i>	
Executive Director	1, 2, 3, 4
Chief Deputy Director	1, 2, 3, 4
Director of Legislation and CalHFA Mortgage Assistance	
Corporation	1, 2, 3, 4
Director of Enterprise Risk Management	1, 2, 3, 4
Director of Business Affairs and Governmental Relations	1, 2, 3, 4
<i>Administration</i>	
Director of Administration	1, 2, 3, 4
Staff Services Manager (all classes and all levels)	1, 2, 3, 4
<i>Information Technology</i>	
Chief Information Officer	2, 4
Systems Software Specialist III (Supervisory)	4
Senior Programmer Analyst (Supervisor)	4
Systems Software Specialist II (Technical) (Network Systems	
Administration)	3, 4
Data Processing Manager II (Information Security Officer)	4

Staff Information Systems Analyst (Specialist)	
(Network Systems Administration)	3, 4
Associate Information Systems Analyst (Specialist)	
(Technical Support & Procurement Administration)	3, 4
<i>Marketing</i>	
Director of Marketing	2, 4
<i>Legal</i>	
General Counsel	1, 2, 3, 4
Assistant Chief Counsel	1, 2, 3, 4
Attorney (all classes and all levels)	1, 2, 3, 4
<i>Financing</i>	
Director of Financing	1, 2, 4
Risk Manager	1, 2, 4
Accounting Administrator III	1, 2, 4
Financing Officer	1, 2, 4
Housing Finance Officer (all classes)	1, 2, 4
Financing Specialist	1, 2, 4
<i>Fiscal Services</i>	
Comptroller	2, 4

Deputy Comptroller	2, 4
Accounting Administrator II	3, 4
<i>Single Family</i>	
Director of Homeownership (Single Family Lending)	1, 2, 4
Deputy Director	1, 2
Housing Finance Chief (all classes)	1, 2, 4
Housing Finance Officer (all classes)	1, 2, 4
Housing Finance Specialist (all classes)	1, 2, 4
Staff Services Manager (all classes and all levels)	1, 2, 4
<i>Multifamily Programs</i>	
Director of Multifamily Programs	1, 2, 4
Credit Officer (CEA)	1, 2, 4
Deputy Director MF Programs	1, 2, 4
Housing Finance Chief (all classes)	1, 2, 4
Senior Housing Construction Inspector	1, 2, 4
Housing Construction Inspector	1, 2, 4
Housing Finance Officer (all classes)	1, 2, 4

Staff Services Manager (all classes and all levels)	1, 2, 4
Housing Maintenance Inspector	1, 2, 4
Consultants	
Consultants and New Positions	*

*Consultants and New Positions

“Individuals providing services as a Consultant defined in Regulation 18700.3 or in a new position created since this Code was last approved that makes or participates in making decisions shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation: The General Counsel may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734). The General Counsel'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).”

Appendix B

Disclosure Categories

Category 1 - Interests in Real Property

Designated employees in Category 1 must report:

All interests in real property in the State of California.

Category 2 - Interests in Housing Sponsors, Contractors, and Professional Service Providers

Designated employees in Category 2 must report:

All investments, business positions and sources of income, including receipt of gifts, loans and travel payments, from sources that:

(A) Are any person or entity which is defined by part I, chapter 2, of the Zenovich-Moscone-Chacon Housing and Home Finance Act (chapter 2 commences at section 50050 of the California Health and Safety Code) to be any of the following:

- (1) “housing sponsor”
- (2) “limited-dividend housing sponsor”
- (3) “qualified mortgage lender”; or,

(B) Are any person or entity that:

- (1) contracts or otherwise does business with the Agency

- (2) has contracted or otherwise done business with the Agency within the previous two years
- (3) is soliciting a contract or other business from the Agency; or,
- (C) Are any of the following:
 - (1) financial services company
 - (2) bank, including commercial bank, mortgage bank, thrift, credit union, or similar lender
 - (3) investment bank
 - (4) real estate services company
 - (5) brokerage company
 - (6) insurance company
 - (7) title company
 - (8) escrow company
 - (9) building or construction contractor or subcontractor; or,
 - (10) law firm that represents persons or entities described in Categories 2, 3 or 4.

Category 3 - Interests in Facilities Contractors

Designated employees in Category 3 must report:

All investments and business positions in business entities, and income, including receipt of gifts, loans, and travel payments, from sources that are of the type that, within the previous two years, have contracted with the Agency to provide leased facilities, supplies, materials, machinery, equipment, or services, including training and consulting services, to the Agency, or have otherwise done business with the Agency.

Category 4 - Interests in Information Technology Sector

Designated employees in Category 4 must report:

All investments and business positions in business entities, and income, including receipt of gifts, loans, and travel payments, from sources that manufacture, distribute, supply, or install computer hardware or software of the type utilized by the Agency, as well as entities providing computer consultant services to the Agency.

Note: Authority cited: Sections 87300 and 87304, Government Code. Reference: Sections 87300, et seq., Government Code.

HISTORY

1. Repealer of chapter 1 (article 1, sections 10001-10006) and new chapter 1 (article 1, sections 10001-10011) filed 8-12-77; effective thirtieth day thereafter. Approved by Fair Political Practices Commission 4-20-77 (Register 77, No. 37). For prior history, see Registers 75, No. 49; and 76, No. 20.
2. Repealer of article 1 (sections 10001-10011 and Exhibits A and B) and new article 1 (section 10001 and Appendix) filed 2-26-81; effective thirtieth day thereafter. Approved by Fair Political Practices Commission 12-1-80 (Register 81, No. 9).
3. Amendment of Appendix filed 6-14-84; effective thirtieth day thereafter. Approved by Fair Political Practices Commission 5-7-84 (Register 84, No. 24).
4. Amendment of Appendix refiled 10-4-84; effective thirtieth day thereafter. Approved by Fair Political Practices Commission 5-7-84 (Register 84, No. 40).

5. Amendment of section 10001 and Appendix filed 1-30-91; operative 3-1-91. Approved by Fair Political Practices Commission 12-6-90 (Register 91, No. 14).
6. Amendment of section and Appendix filed 4-18-96; operative 5-18-96. Approved by Fair Political Practices Commission 2-8-96 (Register 96, No. 16).
7. Amendment of section and Appendix filed 7-28-97; operative 8-27-97. Approved by Fair Political Practices Commission 6-4-97 (Register 97, No. 31).
8. Amendment of section and Appendix filed 2-7-2006; operative 3-9-2006. Approved by Fair Political Practices Commission 12-16-2005 (Register 2006, No. 6).
9. Amendment of article heading and section and redesignation and amendment of former Appendix as new Appendix A and Appendix B filed 3-26-2010; operative 4-25-2010. Approved by Fair Political Practices Commission 3-3-2010 (Register 2010, No. 13).
10. Repealer of section and Appendices A and B and new section and Appendices A and B filed 2-18-2016; operative 3-19-2016 pursuant to Cal. Code Regs., tit. 2, section 18750(l). Approved by the Fair Political Practices Commission 1-28-2016 and submitted to OAL for filing and printing only pursuant to Cal. Code Regs., tit. 2, section 18750(k) (Register 2016, No. 8).
11. Amendment of section and Appendix A filed 1-18-2018; operative 2-17-2018 pursuant to Cal. Code Regs., tit. 2, section 18750(l). Approved by the Fair Political Practices Commission 12-7-2017 and submitted to OAL for filing and printing only pursuant to Cal. Code Regs., tit. 2, section 18750(k) (Register 2018, No. 3).