

CONFLICT-OF-INTEREST CODE FOR THE
CALIFORNIA TRAVEL AND TOURISM COMMISSION

The Political Reform Act (Government Code § 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 Cal. Code of Regs. § 18730) which 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, it 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 officials and employees and establishing disclosure categories, shall constitute the conflict-of-interest code of the **California Travel and Tourism Commission** ("CTTC").

The Commissioners, the President/Executive Director (CEO), the Vice Chair of Operations, and the Chief Financial Officer must file their statements of economic interests electronically with the Fair Political Practices Commission. All other individuals holding designated positions must file their statements of economic interests with CTTC. All statements must be made available for public inspection and reproduction under Government Code Section 81008.

APPENDIX A

<u>List of Designated Positions</u>	<u>Assigned Disclosure Categories</u>
Commissioner (<i>other than the Commissioners serving as Chief Operating Officer</i>)	1, 2, 4
President/Executive Director (CEO)	1, 2, 4
Corporate Counsel	3, 4
Vice President of Marketing	2, 4
Vice President of Communications	2, 4
Associate Vice President of Global Marketing	2, 4
Senior Director of Data	3
Director's (<i>other than Director of Information Technology</i>)	3, 4
Director of Information Technology	3
Manager's	3, 4
Consultants/New Positions**	1, 2, 4

Positions in the Travel and Tourism Division of CTTC are funded and supervised by the Office of Tourism of the State of California, and are thus included in the conflict-of-interest code for that agency.

**Consultants and new positions are included in the list of designated positions and shall disclosed pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Executive Director 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 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 Executive Director'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.

Public Official Who Manage Public Investments

The following positions are not covered by the conflict-of-interest code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

Chief Fiscal Officer

Chief Operating Officer

An individual holding the above listed position may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

APPENDIX B
DISCLOSURE CATEGORIES

Category 1: Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Category 2: Investments, business positions in, and sources of income, including gifts, loans and travel payments, from entities of the type which:

- (a) supply materials, commodities, supplies, books, machinery, vehicles or equipment utilized by the Commission;
- (b) provide services utilized by the Commission, including but not limited to market research, public relations, or media services; or
- (c) participate in programs administered by the Commission.

Category 3: Investments, business positions in, and sources of income, including gifts, loans and travel payments, from entities of the type which

- (a) supply materials, commodities, supplies, books, machinery, vehicles or equipment utilized by the employee's department;
- (b) provide services of the type used by the employee's department, including but not limited to market research, public relations, or media services; or
- (c) participate in programs administered by the employee's department.

Category 4: Investments, business positions in business entities, and sources of income, including gifts, loans and travel payments, from tourism related business, including but not limited to, airlines, amusement parks, travel agencies, rental car companies, hotels and motels.