

**CONFLICT OF INTEREST CODE
OF THE
SAN DIEGO UNIFIED PORT DISTRICT**



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 2 Cal. Adm. Code Section 18730, which contains the standard model 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 provisions of 2 Cal. Adm. Code Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission along with the attached Appendix A, in which officials and employees are designated, and Appendix B and Appendix C, in which disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the San Diego Unified Port District (District). Designated employees listed in Appendix A of the Conflict of Interest Code of San Diego Unified Port District shall disclose those financial interests which are within the categories represented by the numbers following the listed position as described in Appendix B and Appendix C. Designated employees shall file Statements of Economic Interests pursuant to 2 Cal. Adm. Code Section 18730 and this Code.

Individuals holding designated positions shall file their statements of economic interests (statements) with the Office of the District Clerk (District Clerk), which will make the statements available for public inspection and reproduction in accordance with Government Code Section 81008. Upon receipt of the statements for the Members of the Board of Port Commissioners, the District Clerk shall make and retain copies and forward the originals to the Clerk of the San Diego County Board of Supervisors in accordance with Government Code Section 87500. All other statements will be retained by the District Clerk.

San Diego Unified Port District
Document No. **68823**
Filed **AUG 22 2018**
Office of the District Clerk

**San Diego Unified Port District
Conflict of Interest Code**

**Appendix A:
List of Designated Employees**

Class No.	Class Title	Assigned Disclosure Categories
B243-CN03	Accountant	IV
B254-UE03	Accounting Supervisor	IV
B300-CE03	Architect	I
B279-UE03	Asset Manager	I
B916-UE16	Assistant Advertising Manager	V
B230-CN03	Assistant Asset Manager	I
A2013-UE11	Assistant Chief of Harbor Police	I
A2030-UE15	Assistant Director, General Services	I
B206-CN03	Assistant Engineer	I
B315-CN03	Assistant Environmental Specialist	I
Appointee holds same class number as current class	Assistant Executive Director/Acting President/Acting Chief Executive Officer – Board Appointee	I
B624-UE09	Assistant Facilities Security Officer	I
A1010-UE03	Assistant General Counsel	I
B917-UE16	Assistant Parking Manager	I
B320-CN16	Assistant Planner	I
B221-UE16	Assistant Port Auditor	I
B263-CN16	Assistant Procurement Analyst	III
A2058-UE16	Assistant Vice President	I
A1381-UE03	Assistant Vice President, Administrative Services	I
A1287-UE03	Assistant Vice President, Business & Technology	I
A1035-UE08	Assistant Vice President, Government Relations & Communication	I
A1290-UE03	Assistant Vice President, Industry & Trade Relations	I
A1220-UE03	Assistant Vice President, Operations	I
B205-CE03	Associate Engineer	I
B310-CN03	Associate Environmental Specialist	I
B306-CN16	Associate Planner	I
	Audit Committee	I
B246-UE03	Benefit Analyst	VI
B600-UE15	Benefits and Compensation Manager	VI
B150-UE03	Budget Administrator	II
F693-CNR07	Building Maintenance Coordinator	II

Approved and/or authorized by the
Board of Supervisors of the County of San Diego.
Meeting Date: 12/11/2018 Minute Order No. 41
By: [Signature] Date: 12/11/2018
Deputy Clerk of the Board Supervisors

**San Diego Unified Port District
Conflict of Interest Code**

**Appendix A:
List of Designated Employees**

Class No.	Class Title	Assigned Disclosure Categories
B248-UE11	Business Intelligence Analyst	VII
B843-UE08	Business Intelligence Supervisor	VII
B232-UE03	Business Systems Analyst	VII
B225-UE03	Business Systems Supervisor	VII
A1150-UE03	CFO/Treasurer	I
B215-UE03	Capital Project Manager I	I
B214-UE03	Capital Project Manager II	I
A2062-UE16	Chief Curator	I
A1201-UE03	Chief Engineer/Engineering–Construction	I
A2067-UE17	Chief Information Security Officer	VII
B851-UE11	Chief Policy Advisor	II
A2057-UE16	Chief Technology Officer	VII
B177-UN03	Commissioner Services Assistant	VIII
B834-UN15	Community Relations Liaison Assistant	V
B835-UE17	Community Relations Liaison Associate	V
C314-CN15	Construction Inspector	II
C312-CN05	Construction Inspector Supervisor	II
	Consultants	Appendix C
B619-UE07	Database Administrator	VII
B809-UE03	Department Administrative Manager	II
B810-UE08	Department Business Manager	II
B907-UE18	Department Manager, Development Services	I
B866-UE14	Department Manager, Environmental and Land Use Management	I
B877-UE15	Department Manager, Financial Services	I
B874-UE17	Department Manager, Real Estate	I
B660-UE03	Deputy District Clerk/Docket Coordinator	I
B655-UE03	Deputy District Clerk/Records Manager	I
A2043-UE03	Deputy General Counsel I	I
A2044-UE14	Deputy General Counsel II	I
A2045-UE14	Deputy General Counsel III	I
A2046-UE14	Deputy General Counsel IV	I
A2060-UE16	Deputy General Counsel V	I
A2061-UE16	Deputy General Counsel VI	I
B240-UE16	Deputy Port Auditor I	I
B208-UE17	Deputy Port Auditor II	I

**San Diego Unified Port District
Conflict of Interest Code**

**Appendix A:
List of Designated Employees**

Class No.	Class Title	Assigned Disclosure Categories
A1155-UE03	Deputy Treasurer	I
A1900-UE03	Director, Business Information & Technology Services	VII
A2064-UE17	Director, Development Services	I
A2055-UE16	Director, Enterprise Strategy & Innovation	I
A1950-UE03	Director, Environmental & Land Use Management	I
A2068-UE18	Director, Environmental Conservation	I
A2063-UE17	Director, Environmental Protection	I
A1350-UE03	Director, Financial Services	I
A1396-UE15	Director, General Services	I
A1952-UE11	Director, Government Relations	I
A1400-UE03	Director, Human Resources	II
A1393-UE03	Director, Land Use Planning	I
A1700-UE15	Director, Maritime	I
A1395-UE16	Director, Marketing & Communications	VII
A2048-UE16	Director, People Strategies	I
A2065-UE17	Director, Planning	I
A2056-UE16	Director, Port as a Service	I
A2047-UE15	Director, Procurement/Chief Procurement Officer	I
A1225-UE17	Director, Real Estate	I
A2066-UE17	Director, Waterfront Arts & Activation	I
A1365-UE03	District Clerk	I
B942-UE18	Enterprise Architect	VII
B927-UE17	Enterprise Operations Manager	VII
C329-CN14	Environmental Compliance Inspector	II
B308-CE03	Environmental Review Coordinator	I
B234-UE15	Equal Opportunity Analyst	II
B872-UN15	Equal Opportunity Technician	II
A1000-UE03	Executive Director (President/CEO) – Board Appointee	I
A1165-UE03	Executive Vice President	I
B623-UE05	Facility Security Officer	I
B135-UN03	Financial Analyst	IV
A1005-UE03	General Counsel – Board Appointee	I
B937-UE17	Geographic Information Systems Analyst III	VII
B894-UE17	Geographic Information Systems Supervisor	VII
A2011-UE16	Harbor Police Captain	I

**San Diego Unified Port District
Conflict of Interest Code**

**Appendix A:
List of Designated Employees**

Class No.	Class Title	Assigned Disclosure Categories
B284-UE12	Homeland Security Intelligence Coordinator	IX
B285-UE05	Homeland Security Program Manager	I
B239-UE03	Human Resources Analyst	II
B940-UE18	Human Resources Business Partner	VI
B898-UE16	IT Infrastructure III	VII
B899-UE16	IT Infrastructure IV	VII
B908-UE16	IT Project Manager	VII
B932-UE17	IT Systems Engineer III	VII
B933-UE17	IT Systems Engineer IV	VII
B929-UE17	Information Technology Business Partner	VII
B200-UE03	Information Technology Security Analyst	VII
B226-UE11	Infrastructure Supervisor	VII
B603-UE07	Labor Relations Administrator	II
B272-CN16	Land Surveyor	X
B925-CN17	Lead Mapping and Outreach	VII
B861-UE12	Lead Support Services	VII
B850-UE16	Legislative Policy Administrator	V
C310-CER03	Maintenance Planning Supervisor	II
F605-CER03	Maintenance Supervisor	II
B303-UE03	Management Analyst	I
B893-UE16	Manager, Attractions & Events	I
B833-UE11	Manager, Business Development & Recreation Services	V
B814-UE13	Manager, Business Information & Technology Services	VII
B813-UE03	Manager, Business Systems	VII
B829-UE03	Manager, Capital Projects	I
B892-UE18	Manager, Citizen & Customer Intelligence	V
B865-UE12	Manager, Commissioner & Executive Services	VIII
B249-UE03	Manager, Contracts Administration	I
B311-UE11	Manager, Corporate Communications	V
B155-CE03	Manager, Distribution & Storage	III
B827-UE03	Manager, Engineering-Construction	I
B311-UE11	Manager, Environmental Policy	II
B825-UE03	Manager, Environmental Programs	I
B831-UE06	Manager, Equal Opportunity	II
B803-UE03	Manager, Financial Planning & Analysis	IV

**San Diego Unified Port District
Conflict of Interest Code**

**Appendix A:
List of Designated Employees**

Class No.	Class Title	Assigned Disclosure Categories
B805-UE03	Manager, Financial Services	IV
B881-UE15	Manager, Grants and Policy	II
B811-UE03	Manager, Human Resources	II
B928-UE17	Manager, Information Technology Business Partner	VII
B895-UE16	Manager, Innovation & User Experience	II
B832-UE09	Manager, Land Use Planning	I
B878-UE15	Manager, Maritime Commercial Trade and Properties	I
B815-UE15	Manager, Maritime Operations	II
B816-UE06	Manager, Maritime Trade Development	I
B862-UE12	Manager, Marketing & Communications	V
B807-UE03	Manager, Operations & Maintenance	II
B820-UE06	Manager, Procurement Services	III
B882-UE15	Manager, Sustainable Energy	II
B227-CNR03	Marine Terminal Supervisor	II
B920-CER16	Marine Terminal Supervisor	II
B900-UE16	Maritime Policy Manager	II
B236-CN03	Marketing/Public Relations Representative	V
B219-UE03	Network Systems Analyst	VII
B260-CN03	Park Permit Coordinator	II
B901-UE16	Parking Manager	I
B884-UE16	People Strategies Business Partner	II
A1009-UE12	Port Auditor – Board Appointee	I
B626-UE18	Port Security Manager	IX
B238-UE03	Principal Marketing/Public Relations Representative	V
B853-UE11	Principal, Business Development & Finance	I
B890-UE16	Principal, Development Services	I
B938-UE18	Principal, Economics and Policy	I
B886-UE16	Principal, Planning & Green Port	I
B889-UE16	Principal, Portfolio Management	I
B880-UE16	Principal, Maritime Business Development	I
B902-UE16	Principal, Maritime Business Retention	I
B867-UE14	Principal, Special Projects	I
B625-UE11	Principal, Trade Development	I
B266-CN03	Procurement Analyst I	III
B265-CE03	Procurement Analyst II	III

**San Diego Unified Port District
Conflict of Interest Code**

**Appendix A:
List of Designated Employees**

Class No.	Class Title	Assigned Disclosure Categories
B269-UE08	Procurement Supervisor	III
B282-UE18	Program Manager	I
B885-UE16	Program Manager, Aquaculture & Blue Tech	I
B891-UE16	Program Manager, Energy & Sustainability	II
B883-UE16	Program Manager, Engineering-Construction	I
B887-UE16	Program Manager, Planning & Green Port	I
B875-UE15	Program Manager, Real Estate	I
B209-UE18	Project Manager, Waterfront Arts & Activation	II
B903-UE16	Project Review Associate	I
B865-UE18	Public Information Officer	V
B939-UE18	Retirement Programs Administrator	VI
B650-UE03	Risk and Safety Manager	I
B617-UE03	Risk Management Administrator	I
B615-UE03	Risk Management Analyst	II
B607-CN03	Safety Specialist II	III
B245-CE03	Senior Accountant	IV
B280-UE03	Senior Appraiser	I
B918-UE16	Senior Benefits & Compensation Analyst	VI
B844-UE09	Senior Business Intelligence Analyst	VII
B231-UE05	Senior Business Systems Analyst	VII
C311-CN15	Senior Construction Inspector	II
B204-CE03	Senior Engineer	I
B309-CE03	Senior Environmental Specialist	I
B286-UE08	Senior Equal Opportunity Analyst	II
B276-UE03	Senior Financial Analyst	IV
B247-UE03	Senior Human Resources Analyst	II
B616-UE03	Senior IT Auditor	VII
B100-UE18	Senior Project Manager, Waterfront Arts & Activation	I
B201-UE03	Senior Management Analyst	I
B854-UE11	Senior Manager, Public Policy	II
B819-UE11	Senior Policy Administrator	II
B855-UE11	Senior Policy Analyst	II
B646-UE03	Senior Project Architect	I
B817-UE03	Senior Project Office Administrator	I
B259-CE16	Senior Planner	I

**San Diego Unified Port District
Conflict of Interest Code**

**Appendix A:
List of Designated Employees**

Class No.	Class Title	Assigned Disclosure Categories
B871-UE15	Senior Systems Administrator	VII
B622-UE03	Senior Trade Account Representative	I
B237-CN03	Special Events Associate	V
B879-UE15	Systems Administration Supervisor	VII
B870-UE15	Systems Administrator	VII
B840-UN15	Technical Training Specialist	VII
B179-CN03	Travel Services Coordinator	VIII
A1037-UE16	Vice President	I
A1025-UE03	Vice President, Administration/ CAO	I
A1026-UE11	Vice President, Public Policy	I
A1015-UE03	Vice President, Operations/COO	I
A1500-UE03	Vice President, Public Safety/Chief of Harbor Police	I
A1028-UE11	Vice President, Strategy & Business Development	I

The following individuals must file Statements of Economic Interests pursuant to Government Code Section 87200 and are listed below for informational purposes only:

Port Commissioner

Chief Engineer
District Clerk
Executive Director
Port Attorney
Port Auditor
Treasurer (CFO/Treasurer)

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

San Diego Unified Port District
Conflict of Interest Code

Appendix B:
Disclosure Categories for Designated Positions

Category VII

Investments and business positions in business entities and sources of income which provide data processing or computer services, supplies, materials, machinery or equipment of the type utilized by the agency.

Category VIII

Investments and business positions in business entities and sources of income, which provide travel services of the type utilized by the agency.

Category IX

Investments and business positions in business entities and sources of income, which provide Port/Seaport security or related Homeland Security services of the types utilized by the agency.

Category X

Investments and business positions in business entities and sources of income, which provide land surveying services of the type utilized by the agency.

**San Diego Unified Port District
Conflict of Interest Code**

**Appendix B:
Disclosure Categories for Designated Positions**

Category I

All sources of income, interests in real property and investments and business positions in business entities located in or doing business in San Diego County.

Category II

All sources of income, investments and business positions in business entities located in or doing business in San Diego County.

Category III

Investments and business positions in business entities and sources of income, which provide services, supplies, materials, machinery or equipment of the type utilized by the agency.

Category IV

Investments and business positions in business entities and sources of income, which provide financial services of the type utilized by the agency.

Category V

Investments and business positions in business entities and sources of income, which provide marketing services or communication services of the type utilized by the agency.

Category VI

Investments and business positions in business entities and income from sources which are providers of health care services, including but not limited to pharmacies, physicians, etc.

Investments and business positions in business entities and/or nonprofit corporations and income from sources which may be the recipient of patient referrals for the delivery of health care services or supplies by the employee's hospitals.

Investments and business positions in business entities and income from sources which are providers and/or the deliverers of pension and benefit services.

Investments and business positions in business entities or nonprofit corporations and income from sources which are of the type which provide consultant services to any business entity or nonprofit corporation made reportable by this disclosure category.

San Diego Unified Port District

Conflict of Interest Code

Appendix C

Consultant Disclosure

Definition: Fair Political Practices Commission regulation [2 Cal. Code of Regs. Section 18700] defines "consultant" as an individual who, pursuant to a contract with a state or local governmental agency:

(a) Makes a governmental decision whether to:

- (1) Approve a rate, rule or regulation;
- (2) Adopt or enforce a law;
- (3) Issue, deny, suspend, or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement;
- (4) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract which requires agency approval;
- (5) Grant agency approval to a contract which requires agency approval and in which the agency is a party or to the specifications for such a contract;
- (6) Grant agency approval to a plan, design, report, study, or similar item;
- (7) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision of the agency; or

(b) Serves in an ongoing staff capacity with the agency and in that capacity performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's local conflict of interest code.

"Consultant" does not serve in an ongoing staff capacity when:

- (1) Conducting research and arriving at conclusions with respect to his or her rendition of information, advice, recommendation or counsel independent of the control and direction of the agency or of any agency official, other than normal contract monitoring; and
- (2) He or she possesses no authority with respect to any agency decision beyond the rendition of information, advice, recommendation or counsel and only provides services on a sporadic basis.

Disclosure requirements for Sections (a) & (b) above:

Section (a): Investments and business positions in business entities and sources of income, which provide the type of services utilized by the agency.

Section (b): Consultants who serve in a staff capacity shall disclose those financial interests listed in the assigned disclosure category for the corresponding staff position listed in Appendix A.

San Diego Unified Port District

Conflict of Interest Code

Appendix C

Consultant Disclosure

The Executive Director 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 comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant'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.