

CALIFORNIA 2000/2001 FORM 700  
FAIR POLITICAL PRACTICES COMM.

STATEMENT OF ECONOMIC INTERESTS  
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- **1,200 Employees Must File Outside Income and Gift Disclosure Forms by April 2**

(March 16) Some 1,200 MTA employees this year will be required to file one or more forms disclosing outside income, investments and gifts received from contractors. The "Statement of Economic Interests" – Form 700 – is due April 2.

Employees required to complete Form 700 include MTA executives, contract administrators, buyers and real estate officers. Planning managers, analysts and engineers, employee relations and government relations officers and many others also are included.

"The decision about who must file was made by Human Resources, Ethics and the County Counsel's office," explains Bill Lowe, senior ethics officer. "It was based on a review of MTA job descriptions to determine which might influence a financial decision or evaluate contracts or procurements."

Even if an individual employee within a job classification isn't actually involved in such decisions, he or she still must complete the annual disclosure forms if they are in a job description with such authority, Lowe said. The reporting period is Jan. 1 to Dec. 31, 2000.

#### **Most only complete cover sheet**

Although the Statement of Economic Interests includes a cover sheet and as many as seven disclosure schedules, about 60 percent of employees required to file will need to complete only the cover sheet. Most of the other 40 percent will be required to file only one or two forms. Lowe estimates it might take first-time filers with something to declare less than an hour to complete the required forms.

The [Ethics & Lobby Registration](#) home page on the Intranet has a link to "Forms" that includes the Form 700 cover sheet, disclosure schedules and instructions. The cover sheet and schedules can be completed on-line, then printed out for filing with the Ethics office.

The types of items to be disclosed are real estate holdings in LA County, investments and partnerships in businesses. Employees must list personal loans, all gifts of \$50 or more, services and travel provided by contractors, as well as speech honoraria, food, beverages and social events involving contractors.

Filers also must disclose all sources of outside income, including a spouse's income, income from day trading in stocks, and gifts of plaques and trophies valued at more than \$250. Other disclosure categories are listed on the schedules.

For assistance, Form 700 filers may contact senior ethics officers Charisse Anderson at 922-2983 or Bill Lowe at 922-2981.

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