

**LOS ANGELES CONVENTION CENTER
CONFLICT OF INTEREST CODE
SCHEDULE "A" – DESIGNATED POSITIONS**

<u>CLASSIFICATION</u>	<u>DISCLOSURE CATEGORY</u>
Commissioner	1
General Manager	2
Assistant General Manager	2
Senior Management Analyst I, II	3
Management Analyst I, II	3
Convention Center Building Superintendent I, II	4
Chief Clerk	5
Principal Clerk	5
Marketing Manager	5
Event Services Manager	5
Senior Marketing Representative I, II	5
Event Services Coordinator I, II, III	5
Public Relations Specialist I, II	5
Chief Custodian Supervisor I, II	6
Building Repairer Supervisor	6
Chief Building Operating Engineer	6
Director of Security Services	7
Chief Security Officer	7
Principal Security Officer	7

**LOS ANGELES CONVENTION CENTER
CONFLICT OF INTEREST CODE
SCHEDULE "A" – DESIGNATED POSITIONS (contd.)**

<u>CLASSIFICATION</u>	<u>DISCLOSURE CATEGORY</u>
Parking Manager	8
Communications Electrician Supervisor	9
Senior Communications Electrician	9
Electrician Supervisor	10
Senior Electrician	10
Principal Accountant I, II	11
Departmental Chief Accountant I, II	11
Auditor	12
Senior Auditor	12
Senior Accountant I, II	12
Senior Plumber	13
Senior Systems Analyst I, II	14
Senior Personnel Analyst I	15
Trust Officer	*
Consultant	**

* The position listed above manages public investments and will file the Form 721A Statement of Economic Interests.

** Whether any individual is a consultant shall be determined by the General Manager, who also determines which of the above categories is applicable to that consultant.

**LOS ANGELES CONVENTION CENTER
CONFLICT OF INTEREST CODE
SCHEDULE "B" - DISCLOSURE CATEGORIES**

GENERAL PROVISION

A designated employee is required to disclose that he or she is a director, officer, partner, trustee, employee or holds any position of management in a business entity if he or she would be required to disclose income from that entity. Income includes loans and gifts.

CATEGORY 1

- A. Any interest in or income from real property located within a one-mile radius of the Los Angeles Convention Center.

- B. Any investment in, income from, or business positions with any person or business entity which:
 - 1. Manufactures, sells or leases any furniture, supplies, materials, machinery or equipment of the type utilized by the Los Angeles Convention Center Department;

 - 2. Provides consulting and/or contractual services, including but not limited to the following:
 - a. crowd handling or control, ticket taking or ticket selling;

 - b. security;

 - c. electrical and/or electronics installation, maintenance and repair;

 - d. audio and visual communication installation, maintenance, and repair;

 - e. advertising and public relations;

 - f. business services;

 - g. customer services;

 - h. parking;

 - I. food concession, banquet or catering;

 - j. booth cleaning;

 - k. telecommunication installation;

CATEGORY 1 (contd.)

- l. show management, decorator, exhibitor and entertainment;
 - m. marketing and sales;
 - n. office supplies;
 - o. room and equipment rental;
 - p. computer;
 - q. accounting;
 - r. restaurant or food catering;
 - s. maintenance, landscaping, construction, and repairs;
 - t. personal services;
 - u. utility services and
 - v. hotel services.
3. Is, within the past twelve months was, or proposes to become a tenant, concessionaire or licensee of the Los Angeles Convention Center Department.
4. Is or within the past twelve months was a competitor of any person or business entity in any of the above.
5. Provides any convention-related services for which commissions, royalties, or fees are received (e.g. vending or service machine location agreements or for the right to audiotape or videotape any portion of the Department's program for commercial purposes).
- C. Any investment in, income from, or business positions with any person or business entity which designs, lays-out, manufactures, prints, publishes, communicates, or processes artwork, signs, billboards, and audio visual equipment.
- D. Any investment in, income from, or business positions with any person or business entity which services the trade/consumer show or convention field (e.g., decorators, chartered bus lines, drayage firms, equipment rentals, secretarial services, etc.).

CATEGORY 1 (contd.)

- E. Any investment in, income from, or business positions with any person or business entity which is or has been, within the past twelve months an exhibitor in the Los Angeles Convention Center.
- F. Any income from:
 - 1. the Greater Los Angeles Convention and Visitors Bureau.
 - 2. any person employed by the Greater Los Angeles Convention and Visitors Bureau.
- G. Any investment in, income from, or business positions with any person, organization or business entity which is or has been within the past twelve months, a member of the Greater Los Angeles Convention and Visitors Bureau.
- H. Any investment in, income from, or business positions with any person or business entity which engages in land development, construction, or the acquisition or sale of real property.
- I. Any investment in, income from, or business positions with any person or business entity which engages in building design, cleaning, interior and exterior maintenance, and other building services.
- J. Any investment in, income from, or business positions with any person or business entity which is an architect, engineer, or a building construction contractor.
- K. Any investment in, or income from a business entity which during the past twelve months, has proposes to, or currently issues health, accident, property or liability insurance to the Los Angeles Convention Center Department.
- L. Any income from any individual who is or during the past twelve months was employed by the Los Angeles Convention Center as General Manager or applied for such employment.

CATEGORY 2

- A. Any interest in or real property located within a one-mile radius of the Los Angeles Convention Center.
- B. Any investment in, income from, or business positions with any person or business entity which:

CATEGORY 2 (contd.)

1. Manufactures, sells or leases any furniture, supplies, materials, machinery or equipment of the type utilized by the Los Angeles Convention Center Department;
2. Provides consulting and/or contractual services, including but not limited to the following:
 - a. crowd handling or control, ticket taking or ticket selling;
 - b. security;
 - c. electrical and/or electronics installation, maintenance and repair;
 - d. audio and visual communication installation, maintenance, and repair;
 - e. advertising and public relations;
 - f. business services;
 - g. customer services;
 - h. parking;
 - I. food concession, banquet or catering;
 - j. booth cleaning;
 - k. telecommunication installation;
 - l. show management, decorator, exhibitor and entertainment;
 - m. marketing and sales;
 - n. office supplies;
 - o. room and equipment rental;
 - p. computer;
 - q. accounting;
 - r. restaurant or food catering;

CATEGORY 2 (contd.)

- s. maintenance, landscaping, construction, and repairs;
 - t. personal services; and
 - u. utility services.
3. Is, within the past twelve months was, or proposes to become a tenant, concessionaire or licensee of the Los Angeles Convention Center Department.
 4. Is or within the past twelve months was a competitor of any person or business entity in any of the above.
 5. Provides any convention-related services for which commissions, royalties, or fees are received (e.g. vending or service machine location agreements or for the right to audiotape or videotape any portion of the Department's program for commercial purposes).
- C. Any investment in, income from, or business positions with any person or business entity which designs, lays-out, manufactures, prints, publishes, communicates, or processes artwork, signs, billboards, and audio visual equipment.
- D. Any investment in, income from, or business positions with any person or business entity which services the trade/consumer show or convention field (e.g., decorators, chartered bus lines, drayage firms, equipment rentals, secretarial services, etc.).
- E. Any investment in, income from, or business positions with any person or business entity which is or has been, within the past twelve months an exhibitor in the Los Angeles Convention Center.
- F. Any income from:
1. the greater Los Angeles Convention and Visitors Bureau.
 2. any person employed by the Greater Los Angeles Convention and Visitors Bureau.
- G. Any investment in, income from, or business positions with any person, organization or business entity which is or has been within the past twelve months, a member of the Greater Los Angeles Convention and Visitors Bureau.
- H. Any investment in, income from, or business positions with any person or business entity which engages in land development, construction, or the acquisition or sale of real property.

CATEGORY 2 (contd.)

- I. Any investment in, income from, or business positions with any person or business entity which engages in building design, cleaning, interior and exterior maintenance, and other building services.
- J. Any investment in, income from, or business positions with any person or business entity which is an architect, engineer, or a building construction contractor.
- K. Any investment in, or income from a business entity which during the past twelve months, has proposes to, or currently issues health, accident, property or liability insurance to the Los Angeles Convention Center Department.
- L. Any income from any individual who, during the past twelve months, was employed by or applied for employment by the Los Angeles Convention Center Department.

CATEGORY 3

- A. Any investment in, income from, or business positions with any person or business entity which may:
 - 1. Contract to provide personnel services to the Los Angeles Convention Center;
 - 2. Lease, sell or otherwise provide published employment tests;
 - 3. Sell or otherwise provide psychological testing or consulting service;
 - 4. Provide testing services or background investigation services;
 - 5. Provide training services under contract or letter of agreement;
 - 6. Provide facilities or services for the conduct of conferences, seminars or other training;
 - 7. Provide an advertising service in the form of newspaper or magazine space or artistic layout and printing of recruitment materials.
- B. Any income from any employee of the Los Angeles Convention Center or from a member of the immediate family of such employee.
- C. Any interest in or income from real property located within a one-mile radius of the Los Angeles Convention Center.

CATEGORY 4

- A. Any interest in or income from real property located within a one-mile radius of the Los Angeles Convention Center.
- B. Any investment in, income from, or business positions with any person or business entity which provides services utilized by or manufactures, sells, or leases any furniture, supplies, materials, machinery or equipment of the type leased, purchased or contracted by the Department.
- C. Any income from any individual who, during the past twelve months, was employed by or applied for employment by the Los Angeles Convention Center Department.
- D. Any investment in, income from, or business positions with any person or business entity which is or has been, within the past twelve months an exhibitor in the Los Angeles Convention Center.
- E. Any investment in, income from, or business positions with any person or business entity which engages in building design, cleaning, interior and exterior maintenance, and other building services.

CATEGORY 5

- A. Any investment in, income from, or business positions with any person or business entity which designs, lays-out, manufactures, prints, publishes, communicates, or processes artwork, signs, billboards, and audio/visual equipment.
- B. Any investment in or income from any person or business entity which services the trade/consumer show or convention field, e.g., decorators, chartered bus lines, drayage firms, equipment rentals, secretarial services.
- C. Any investment in, income from, or business positions with any person or business entity which is or has been a tenant or licensee of the Department within the past twelve months or provides any of the following services:
 - 1. crowd handling or control, ticket taking or ticket selling;
 - 2. security;
 - 3. electrical and/or electronics installation, maintenance and repair;
 - 4. audio and visual communication installation, maintenance, and repair;

CATEGORY 5 (contd.)

5. advertising and public relations;
 6. business services;
 7. customer services;
 8. parking;
 9. food concession, banquet or catering;
 10. booth cleaning;
 11. telecommunication installation;
 12. show management, decorator, exhibitor and entertainment;
 13. marketing and sales;
 14. office supplies;
 15. room and equipment rental;
 16. computer;
 17. accounting;
 18. restaurant or food catering;
 19. maintenance, landscaping, construction, and repairs;
 20. personal services; and
 21. utility services.
- D. Any income from any individual, who during the past twelve months, was employed by or who applied for employment by the Department.
- E. Any income from investment in any business entity or person which provides public or media relations services.

CATEGORY 5 (contd.)

- F. Any income from:
 - 1. The Greater Los Angeles Convention and Visitors Bureau.
 - 2. Any person employed by the Greater Los Angeles Convention and Visitors Bureau.

CATEGORY 6

- A. Any investment in, income from, or business positions with any person or business entity which provides services utilized by or manufactures, sells, or leases any furniture, supplies, materials, machinery or equipment of the type leased, purchased, or contracted for by the Department.
- B. Any income from any individual who, during the past twelve months, was employed by or who applied for employment by either the Administrative Services or Facility Services Divisions.

CATEGORY 7

- A. Any investment in or income from any person or business entity which manufactures, sells, or provides any security item, communications equipment, or security services of a type utilized, specified, or contracted by the Department.
- B. Any income from any individual who, during the past twelve months, was employed by or who applied for employment by the Security Division.
- C. Any income from any business entity or person who provides training in security services.

CATEGORY 8

- A. Any investment in, income from, or business positions with any person or business entity which manufactures or sells any printing or sign equipment, parking lot related equipment, traffic counting equipment or vehicles of a type utilized or specified by the Department.
- B. Any income from any individual who, during the past twelve months, was employed by or who applied for employment by the Parking Services Division.

CATEGORY 9

- A. Any investment in, income from, or business positions with any person or business entity which manufactures or sells any audio/visuals or communications equipment, electrical or electronic equipment and supplies of a type utilized by or specified by the City of Los Angeles.
- B. Any income from any individual who, during the past twelve months was employed by or who applied for employment by the Communications section of the Facilities Division.

CATEGORY 10

- A. Any investment in, income from, or business positions with any person or business entity which manufactures, sells, or rents any electrical supplies or equipment to the Department.
- B. Any investment in, income from, or business positions with any person or business entity which is or has within the past twelve months an exhibitor, or decorator in the Los Angeles Convention Center or a tenant or licensee of the Department.
- C. Any income from any individual who, during the past twelve months was employed by or applied for employment by the Electrical Services section of the Facilities Division.

CATEGORY 11

- A. Any interest in or income from real property located within a one mile radius of the Los Angeles Convention Center.
- B. Any investment in or income from any person or business entity which manufactures, sells, leases, or provides any supplies, equipment or services of the type leased, purchased, or contracted for by the Department.
- C. Any income from:
 - 1. The Greater Los Angeles Convention and Visitors Bureau.
 - 2. Any person employed by the Greater Los Angeles Convention and Visitors Bureau.

- D. Any investment in or income from any person, organization or business entity which is or has been within the past twelve months, a member of the Greater Los Angeles Convention and Visitors Bureau.

CATEGORY 11 (contd.)

- E. Any investment or income from any person or business entity which is or has been, within the past twelve months, as exhibitor in the Los Angeles Convention Center or a tenant of licensee of the Department.
- F. Any investment in or income from any person or business entity which during the preceding completed calendar year provided or proposed to provide accounting services including investment counseling or financial auditing services for the Los Angeles Convention Center.

CATEGORY 12

- A. Any investment in or income from any person or business entity which manufactures, sells, leases, or provides any supplies, equipment or services of the type leased, purchased, or contracted for by the Department.
- B. Any investment in or income from any person, organization or business entity which is or has been within the past twelve months, a member of the Greater Los Angeles Convention and Visitors Bureau.
- C. Any investment or income from any person or business entity which is or has been, within the past twelve months, as exhibitor in the Los Angeles Convention Center or a tenant of licensee of the Department.

CATEGORY 13

- A. Any investment in or income from any person or business entity which manufactures, sells, or rents any plumbing supplies or equipment to the Department.
- B. Any investment in or income from any person or business entity which is or has been within the past twelve months an exhibitor, or decorator in the Los Angeles Convention Center or a tenant or licensee of the Department.

CATEGORY 14

- A. Any investment in, income from, or business positions with any person or business entity which manufactures, sells, maintains, or distributes computer systems, hardware and/or software application products or provides computer consulting services.
- B. Any investment in, income from, or business positions with any person or business entity which markets computer-based training services or management services.

CATEGORY 15

Any income from any individual who is or during the past twelve months was employed by temporarily or permanently or applied for such employment by the Los Angeles Convention Center Department.