

1.70.330 Who must file financial disclosure statements.

(a) The following persons must file a financial disclosure statement under oath:

(1) All persons holding positions under the executive salary schedule, merit and nonmerit positions;

(2) [All persons holding merit or nonmerit positions on level of Grade 12 or above; and]

ALL PERSONS HOLDING MERIT OR NONMERIT POSITIONS:

(I) AT OR ABOVE GRADE 16 ON THE GENERAL SALARY SCHEDULE;

(II) AT OR ABOVE GRADE 16 ON THE ENGINEERING SALARY SCHEDULE;

(III) AT OR ABOVE GRADE 16 ON THE IT SALARY SCHEDULE; AND

(3) Other persons holding positions, designated by the General Manager **OR THE GENERAL MANAGER'S DESIGNEE**, after review and recommendation by [Team Chiefs and] the heads of [the] **DEPARTMENTS AND** staff offices, [that are responsible, either] as a decision-maker or **EXERCISING SIGNIFICANT INFLUENCE AND JUDGMENT REGARDING DECISIONS INVOLVING** [an advisor to another making decisions, for]:

(i) Contracting or procurement, including the drafting of specifications and the negotiating or executing of contracts, and the approval of invoices for payment that **MEET OR** exceed [\$500.00] **\$5,000**;

(ii) Regulatory matters, including planning, sewer category classifications, development or permit review, and inspections; [legal matters and the payment or settlement of claims;]

(III) LEGAL MATTERS AND THE PAYMENT OR SETTLEMENT OF CLAIMS;

[(iii)] **(IV)** Financial matters, including audit, benefits and retirement administration (including staff and members of the Retirement Plan Board of Trustees), and the administration of grants, subsidies or credits;

[(iv)] **(V)** Land acquisition;

[(v)] **(VI)** Law enforcement;

[(vi)] **(VII)** Controlling confidential information, including information technology systems; and

[(vii)] **(VIII)** Other matters **WITH SIGNIFICANT FISCAL IMPACT OR** that would further the purposes of this article.

(b) Members of WSSC advisory boards or committees must file financial disclosure forms. However, the Board shall limit the information required on such forms to information concerning any financial interest or gift that may create a conflict of interest between the board or committee member's personal interests and advisory duties. (Res. 2022-2298; Res. 2019-2230; Res. 2016-2112; Res. 2003-1669 § 1(5-1))

The WSSC Code of Regulations is current through regulations effective December 1, 2024.

Disclaimer: The General Counsel's office has the official version of the WSSC Code of Regulations. Users should contact the General Counsel's office for ordinances passed subsequent to the ordinance cited above.

[Commission Website: www.wsscwater.com](http://www.wsscwater.com)

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