FAIR POLITICAL PRACTICES COMMISSION
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To: Chair Ravel and Commissioners Eskovitz, Garrett, Montgomery and Rotunda

From: Lynda Cassady, Chief of Technical Assistance Division

Subject: Approval of the Form 700, Statement of Economic Interests, and related documents

Date: November 22, 2011

Attached for your approval are the 2011/12 Statement of Economic Interests forms and instructions. The forms and instructions have been revised to reflect changes enacted this year, as well as current dates and filing deadlines. A few suggestions by filing officers and staff were incorporated in our continuing attempt to make the rules and instructions as clear as possible. All changes are shown in strikeout/highlight.

Significant changes this year include:

- Clear instructions regarding non-reportable investments that are similar to mutual funds
- New instructions related to disclosing information that is subject to HIPPA
- An official must report a business entity, such as a sole proprietorship, even if the fair market value of the business falls below $2,000. This is because the official has more than a 10% interest in the entity. Because of this, we've added an additional check box.
- A filer will now simply mark a box to identify travel payments related to speeches. This is the most common form of travel payment and will eliminate requests for more clarification when a travel payment exceeds the gift limit.
- Because the Commission may make some changes to gift rules at this December Commission meeting, there may be additional clarifying instructions prepared by legal counsel after the adoption of the forms.

The following documents are attached:

Form 700—Statement of Economic Interests
Form 700 Reference Pamphlet
Form 700-A—Auditors, Claims Managers/Adjusters
Form 700-U—University Principal Investigators

I ask for your approval.