

San Francisco Ethics Commission
25 Van Ness Avenue, Suite 220
San Francisco, CA 94102
Phone: (415) 252-3100
Fax: (415) 252-3112
Email: ethics.commission@sfgov.org
Web: www.sfgov.org/ethics



For SFEC use

Sunshine Ordinance Declaration

Sunshine Ordinance Training (S.F. Admin. Code § 67.33)

All City officers and employees who file Statements of Economic Interests (“SEIs”) with the San Francisco Ethics Commission must annually declare that they have read and have been or will be trained on the Sunshine Ordinance, by filing this form with the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, California 94102. A filer who assumes office must file this form within 30 days of the date that he or she is sworn in or assumes employment. All other officers and employees must file the completed form no later than ***April 1 every calendar year***. You may satisfy the training requirement by reading the Sunshine Ordinance and watching the Sunshine Ordinance portion of the “Rules of Conduct for Public Officials” training video from the City Attorney’s Office at www.sfgov.org/cityattorney. The training must be completed by December 31 every year.

The completed declarations are public records. Please retain a copy of your completed form for your records for at least five years. If you have questions, please contact the Ethics Commission.

By signing below, I certify under penalty of perjury that:

- I have read the Sunshine Ordinance and satisfied the Sunshine Ordinance training requirements by completing the training course prepared by the City Attorney's Office on

_____ ; or
(You **MUST** provide the actual date of completion mm/dd/yyyy)

- I will satisfy the Sunshine Ordinance training requirements by reading the Sunshine Ordinance and completing the training course prepared by the City Attorney’s Office by December 31.

If this is an assuming office filing, please provide your assuming office date:

(Insert Assuming Office Date mm/dd/yyyy)

Name (print)

Title (print)

Names of agency, department, board or commission (print)

Signature and Date