

1 Adopt 2 Cal. Code Regs. Section 18115.1 to read:

2 **§ 18115.1. Duties of Filing Officers and Filing Officials - Paper Format Statements of**

3 **Economic Interests.**

4 (a) Pursuant to Section 81010(b), a filing officer shall review a statement of economic  
5 interests submitted in paper format to ensure:

6 (1) The statement is legible and readable when reproduced.

7 (2) The statement's cover sheet includes the filer's full name, formal official title, an  
8 email address, and the residential or business street address of the filer, as well as the type of  
9 statement and the period covered.

10 (3) The statement has been signed and dated by the filer in compliance with Section  
11 81004, unless the statement is an expanded statement filed for an additional position under  
12 Regulation 18723.1.

13 (b) The filing officer shall promptly notify the filer if the review of the statement  
14 required by subdivision (a) indicates the statement is incomplete or incorrect in any material  
15 respect.

16 (c) With respect to a statement received in paper format, a filing official, the agency  
17 official who receives statements of economic interest and forwards those statements under  
18 Section 87500, shall:

19 (1) Indicate the date of the agency's receipt of the statement on the statement's cover  
20 page.

21 (2) Make and retain a copy of each statement forwarded to the filing officer.

- 1 Note: Authority cited: Section 83112, Government Code. Reference: Sections 81004, 81010 and
- 2 87500, Government Code.