

**Application to Obtain Certification of Electronic Filing System
for Processing a Statement of Interests, Form 700**



Fair Political Practices Commission
systems submissions@fppc.ca.gov
866/275-3772
www.fppc.ca.gov

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1. This application is for the following agency:

NAME OF AGENCY

County of Monterey

CHECK IF THIS IS YOUR INITIAL REQUEST FOR CERTIFICATION OR IF THIS IS FOR RE-CERTIFICATION

 Initial Re-Certification

AGENCY (Check One)

 State Agency County Agency City Agency Special District Other _____

BUSINESS STREET ADDRESS

CITY

168 West Alisal St. 3rd Floor, Salinas

STATE

ZIP CODE

E-MAIL

TELEPHONE NUMBER

CA

93901

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2. The agency contact for questions relating to certification:

NAME (Last, First)

TITLE

Gail T. Borkowski, Clerk of the Board

E-MAIL

TELEPHONE NUMBER

cob@co.monterey.ca.us

(831) 755-5066

3. Vendor or service provider:

VENDOR

CONTACT NAME (Last, First)

TITLE

Netfile

Deibert, Tom

Vice President

E-MAIL

TELEPHONE NUMBER

diebert@netfile.com

(209) 742-4100

4. Verification:

The Fair Political Practices Commission is the only agency with authority under the Political Reform Act to adopt the statement of economic interests and its accompanying instructions. Therefore, the agency identified above agrees that it will not make any changes, edits, or redactions to the Form 700 and informational materials approved by the FPPC. The agency understands that any relevant supplemental information or training the agency will provide the filers will be subject to FPPC review. The agency agrees that any additional reporting required pursuant to the agency's rules or regulations will be in a clearly identified separate document or form. Failure to comply may result in revocation of the electronic filing system.

Initials of signator _____

The undersigned agency head or designated agent certifies that he/she has read the conditions for certification and agrees to follow all applicable procedures. The submission conditions and FPPC Regulation 18756 are available on the FPPC website at www.fppc.ca.gov.

Signature _____ Printed Name _____ Signed on _____
(month, day, year)

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Terms and Conditions

- A certification fee of \$1,000 is due at time of submittal.
- The agency's contact person identified on the application will be the FPPC's point of contact for any issues relating to the Form 700 and accompanying instructions. The vendor's contact person will be the FPPC's point of contact for information technology questions.
- These terms and conditions are subject to change.
- All agencies must comply with Government Code Section 87500.2 and FPPC Regulation 18756.
- An agency shall not use the electronic program until certification is approved. Exceptions apply to a city or county that developed an electronic filing system pursuant to the pilot program. Such agencies may continue to use their system during the time it takes the FPPC to adopt the regulations to govern the electronic filing system which will require them to submit a certification request to the FPPC for approval after the FPPC regulations take effect, as specified. Of those agencies, the following are exempted from paying the initial \$1,000 fee: Los Angeles County, Orange County, Santa Clara County, Ventura County, and City of Long Beach.
- An agency that submits a re-certification request must provide information related to any changes since the last FPPC approval.
- **Emergency filings** – In the event that the electronic system becomes inoperable and unable to receive electronic filings, the agency shall, within 24 hours, contact the FPPC. The FPPC will provide an emergency plan that provides for the most timely filing of statements. The emergency plan may require paper submissions or other filing options in order to meet the Act's requirements.
- The agency is required to maintain adherence to FPPC requirements following certification and must notify the FPPC of any proposed changes to the system that would impact criteria outlined in the legislation or regulation.
- The agency will notify the FPPC of any system or component outage that impacts availability or operational requirements impacting criteria outlined in the legislation or regulation. The agency will also notify the FPPC of the remediation plan and timeframe for completion.
- Following system approval all agencies will be responsible for ensuring all electronic SEI submissions must have an electronic date stamp and the System Acceptance Number (SAN) displayed at the top of the first page of the Form 700. The SAN will be provided to the agency at the time of system approval and will be in the following format: (000000000-AAA-0000)
- Any additional pages or forms that are not part of the standard Form 700 generated by the FPPC will be clearly identified as not being part of the form 700.