

**Chapter 390-24 WAC**  
**((FORMS FOR)) REPORTS OF FINANCIAL AFFAIRS**

AMENDATORY SECTION (Amending WSR 17-22-071, filed 10/27/17, effective 11/27/17)

**WAC 390-24-010 ((Forms)) Submissions for statement of financial affairs.** The official ((form for)) statement((s)) of financial affairs as required by RCW 42.17A.700 is designated "F-1." Copies of this ((form)) application are available on the commission's web site, www.pdc.wa.gov, and at the Commission Office, Olympia, Washington. Any paper attachments must be on 8-1/2" x 11" white paper.

AMENDATORY SECTION (Amending WSR 17-22-071, filed 10/27/17, effective 11/27/17)

**WAC 390-24-020 ((Forms for)) Amending the statement of financial affairs.** (1) The official ((form)) application for amending statements of financial affairs as required by RCW 42.17A.700 for all persons who have previously filed the ((Form)) F-1 is designated ((Form)) "F-1A."

(2) ((No more than three F-1A forms may be filed to amend a previously submitted statement of financial affairs (Form F-1). The form can)) An application for amending the F-1 may be submitted once per year for up to three years. The F-1A may be used only to update information required on an F-1.

(3) The commission reserves the right to reject amendatory ((forms)) applications and require a new ((statement of financial affairs (Form)) F-1((+)) at any time the amendments are confusing or create misunderstandings. Authority is delegated to the commission's executive director to make this determination.

(4) Copies of ((Form)) F-1A are available on the commission's web site, www.pdc.wa.gov and at the Commission Office, Olympia, Washington. Any paper attachments must be on 8-1/2" x 11" white paper.

AMENDATORY SECTION (Amending WSR 12-03-002, filed 1/4/12, effective 2/4/12)

**WAC 390-24-025 Time for filing statement of financial affairs.** It shall be the policy of the public disclosure commission to construe the filing requirements of RCW 42.17A.700 for elected officials in the following manner: It is the interpretation of the commission that:

(1) Any person holding elected public office, except as exempted by the terms of RCW 42.17A.700, and any appointed official and professional staff member listed or referenced in RCW 42.17A.700, and any appointed official required to comply with the reporting requirements of RCW 42.17A.700 by any other statute is required to file the state-

ment of financial affairs (~~if such person holds such public office between January 1 and April 15 of any year. Such report shall be for the preceding calendar year.~~

~~(2) Any local elected official whose term of office expires immediately after December 31 shall file a statement of financial affairs for the calendar year which ended on that date.~~

~~(3) Any local elected official who resigns his public office prior to the completion of his current term of office shall file a statement of financial affairs covering that portion of the year that he was in office)) (F-1) for each partial or full calendar year that such person has served.~~

(a) For any officer or official who leaves public office prior to January 1st, the F-1 shall cover only the portion of the previous year that such person was in office.

(b) For any officer or official appointed to office between January through November, the F-1 shall cover the immediately preceding twelve-month period. For any officer or official appointed to office in December, the F-1 shall cover the preceding twelve-month period ending December 31st of the same year.

(2) Any person required to file an F-1 must electronically file the F-1 with the commission under the relevant periods as follows:

(a) Between January 1st and April 15th of each year immediately following the year, or portion of the year served;

(b) As alternative to (a) of this subsection, within sixty days of leaving public office, for any officer or official who leaves office before January 1st of the following year; or

(c) Within two weeks of appointment for any person appointed to a vacancy in office during the months of January through December.

AMENDATORY SECTION (Amending WSR 86-21-106, filed 10/20/86)

**WAC 390-24-032 Definition—Nonreimbursed public office related expense.** A "nonreimbursed public office related expense" is an expenditure incurred by an elected or appointed official, or a member of (~~his or her~~) official's immediate family, solely because of being an official.

AMENDATORY SECTION (Amending WSR 86-08-030, filed 3/26/86)

**WAC 390-24-205 Report of legislation prepared, promoted or opposed.** (1) Pursuant to RCW (~~(42.17.241—[42.17A.710])~~) 42.17A.710 (1)(e), an official must provide in each report required by that subsection:

(a) The name of each governmental entity of which the official is an officer or employee,

(b) A statement of each subject area on which the reporting official has prepared, promoted or opposed any legislation, rule, rate or standard for such entity,

(c) The compensation received or promised for said service and,

(d) All other persons for whom such services have been performed for current or deferred compensation, together with an itemization of such actual or proposed legislation, rules, rates and standards, and the amount of compensation paid or promised for the service.

(2) A person need not report the information described in subsection (1)(a), (b), and (c) of this section as to any entity of which such person is an elected official.

NEW SECTION

**WAC 390-24-211 Public or private office held.** An elected official or executive state officer is not required to report the office, directorship, or position held in a public or private office for service on a governmental board, commission, association, or functional equivalent, when such service is part of the elected official's or executive state officer's official duties.

AMENDATORY SECTION (Amending WSR 15-01-066, filed 12/11/14, effective 1/11/15)

**WAC 390-24-301 Changes in dollar amounts of reporting thresholds and code values.** Pursuant to the commission's authority in RCW 42.17A.125((2)) to revise the monetary reporting thresholds and code values found in chapter 42.17A RCW to reflect changes in economic conditions, the following revisions are made:

Statutory Section	Subject Matter	Amount Enacted or Last Revised	Revision Effective January 12, 2015
.710 (1)(b)	Bank Accounts	\$20,000	\$24,000
.710 (1)(b)	Other Intangibles	\$2,000	\$2,400
.710 (1)(c)	Creditors	\$2,000	\$2,400
.710 (1)(f)	Compensation	\$2,000	\$2,400
.710 (1)(g)(ii)	Compensation to Business Entity	\$10,000	\$12,000
.710 (1)(g)	Bank Interest Paid	\$2,400	\$2,900
.710 (1)(h)	Real Property-Acquired	\$10,000	\$12,000
.710 (1)(i)	Real Property-Divested	\$10,000	\$12,000
.710 (1)(j)	Real Property-Held	\$10,000	\$12,000
.710 (1)(k)	Real Property-Business	\$20,000	\$24,000
.710 (1)(l)	Food and Beverages	\$50	
.710 (2)	Dollar Code A	Up to <del>(\$3,999)</del> <u>\$4,449</u>	Up to <del>(\$4,499)</del> <u>\$29,999</u>
	Dollar Code B	<del>(\$4,000-\$19,999)</del> <u>\$4,500-\$23,999</u>	<del>(\$4,500-\$23,999)</del> <u>\$30,000-\$59,999</u>
	Dollar Code C	<del>(\$20,000-\$39,999)</del> <u>\$24,000-\$47,999</u>	<del>(\$24,000-\$47,999)</del> <u>\$60,000-\$99,999</u>
	Dollar Code D	<del>(\$40,000-\$99,999)</del> <u>\$48,000-\$119,999</u>	<del>(\$48,000-\$119,999)</del> <u>\$100,000-\$199,999</u>
	Dollar Code E	<del>(\$100,000)</del> <u>\$120,000 and up</u>	<del>(\$120,000 and up)</del> <u>\$200,000-\$499,999</u>

<b>Statutory Section</b>	<b>Subject Matter</b>	<b>Amount Enacted or Last Revised</b>	<b>Revision Effective January 12, 2015</b>
	<u>Dollar Code F</u>		<u>\$500,000-\$749,999</u>
	<u>Dollar Code G</u>		<u>\$750,000-\$999,999</u>
	<u>Dollar Code H</u>		<u>\$1,000,000 or more</u>

REPEALER

The following section of the Washington Administrative Code is repealed:

WAC 390-24-105            Definition—Written sworn statement.