



Office of Ethics

LOBBYING FIRM QUARTERLY REPORT

Name of Lobbying Firm/Firm Owners	Business Address/Phone/Email
Period Covered (Jan/Mar; April/June; July/Sept; Oct/Dec)	Applicable Lobbyist/s for Reporting Period

REPORT OF ACTIVITY

	Date of Lobbying	Topic Covered	Who Was Lobbied (Staff or Directors)	Client
1				
2				
3				

**Use multiple forms if more than three topics.*

Lobbyist Statement of Understanding:

I have read and understand the requirements of Metropolitan Water District of Southern California Administrative Code Sections 7220 and 7221.

Verification:

I certify that the information provided on this form is true, complete and correct.

Executed on (date)

Signed by (Lobbying Firm Owner)

Filing Instructions:

Submit this form to MWDLobbyistRegistration@mwdh2o.com with subject line: "Lobbyist Firm Quarterly Report".

Administrative Code Section 7220: Lobbyist and Lobbying Firm Registration and Reporting Requirements

The Ethics Officer shall prescribe forms to comply with the requirements of this section and shall make all information listed on any registration statement and all quarterly disclosures publicly available on the Metropolitan public website within 14 calendar days of filing.

- (a) Lobbyists shall file a registration statement with the Ethics Officer prior to communicating with a Metropolitan official for the purpose of influencing a decision of a Metropolitan official. The registration statement shall include the lobbyist’s full name, business address, email address, telephone number and name of lobbying firm owned by the lobbyist or employing the lobbyist.
- (b) Lobbyists shall file quarterly reports with the Ethics Officer disclosing all topics they attempted to influence, the name of the lobbyist employer for whom they were engaged for the purpose of influencing, and whether they communicated with the board members and/or staff members. Reports shall be due on or before the last day of the month following each calendar quarter.
- (c) Lobbying firms shall file a registration statement with the Ethics Officer at the same time the firm’s lobbyist registers. The registration statement shall include the lobbying firm’s name, business address, email address, telephone number, lobbyist employed by or who owns the firm, and name of the entity compensating the lobbying firm.
- (d) Lobbying firms shall file quarterly reports with the Ethics Officer disclosing the names of lobbyists who own or are employed by the firm, all topics the firm’s lobbyists attempted to influence, and the name of the entity for whom the firm is compensated for the purpose of influencing. Reports shall be due on or before the last day of the month following each calendar quarter.
- (e) Lobbyists and lobbying firms which have ceased lobbying Metropolitan officials shall file a termination statement with the Ethics Officer.

Administrative Code Section 7221: Revolving Door Restrictions on Former Metropolitan Officials

- (a) For a period of one year after leaving office or employment with Metropolitan:
 - 1) Directors shall not represent for compensation non-governmental entities before Metropolitan.
 - 2) All other Metropolitan officials shall not represent for compensation non-governmental entities before Metropolitan with regard to any issues over which they had decision-making authority during the three years prior to leaving office or employment.
- (b) For purposes of this section, “represent” shall mean being compensated to communicate directly with a Metropolitan official for the purpose of influencing a Metropolitan decision.
- (c) These restrictions shall not apply to representation of non-for-profit charitable entities before Metropolitan.