



THE CITY OF NEW YORK  
OFFICE OF THE MAYOR  
NEW YORK, N.Y. 10007

Executive Order No. 24

May 22, 1991

Amendment of Executive Order No. 109  
(February 13, 1987)

ANNUAL FINANCIAL REPORTING OF INCOME, ASSETS AND  
LIABILITIES OF CITY OFFICIALS

By the power vested in me as Mayor of the City of New York, it is hereby ordered:

Section 1. Prior Order Amended: Section 1 of prior Executive Order No. 109, dated February 13, 1987, is hereby amended to read as follows:

Section 1. Annual Financial Reporting of Net Worth and Income Required.  
(i) The Mayor, deputy mayors, agency heads, deputy agency heads, (ii) city employees in mayoral agencies who serve in the exempt or noncompetitive classes of civil service or who are provisional appointees, if the duties of such employees directly involve the negotiation, authorization or approval of contracts, leases, franchises, revocable consents, concessions and applications for zoning changes, variances and special permits, and (iii) any other city employees in mayoral agencies who serve in the exempt or noncompetitive classes of civil service or who are provisional appointees, who are requested by the Department of Investigation to comply with the provisions of this Order, shall annually file with the Department of Investigation a report on such form as shall be provided, setting forth the information required by section two of this Order. This annual report shall be filed for the calendar year and shall be submitted to the Department of Investigation no later than May 1 of the following year. For calendar

year 1985, reports shall be filed no later than 5:00 p.m. on September 19, 1986. For calendar year 1990, reports shall be filed no later than 5:00 p.m. on July 1, 1991. Persons leaving city service shall file a report for the previous year, if they have not already done so, and for that portion of the final calendar year in which they served in office. Such reports shall be filed within 60 days of separation from service or by May 1 of the following year, whichever is earlier.

Section 2. Section 2 of prior Executive Order No. 91, dated April 30, 1986, paragraphs 3, 4, 5 and 6 of subdivision (a) as amended by Executive Order No. 93, dated June 20, 1986, is amended by adding a new paragraph 9, to read as follows:

9.(a) In lieu of requesting the information set forth in paragraphs one through eight of this section, the Commissioner of Investigation may request information, in questions developed in consultation with the Corporation Counsel, regarding positions, employment, income, assets and liabilities which supplement the information reported to the Conflicts of Interest Board pursuant to New York City Administrative Code § 12-110.

(b) In the event that the Commissioner of Investigation determines to request the information set forth in paragraph 9(a), commencing in 1992 for the reporting year 1991, each report filed with the Department of Investigation pursuant to this Order shall be accompanied by a photocopy of the Financial Disclosure Report filed with the Conflicts of Interest Board for the same reporting period. Any covered employee who has been granted an extension of time within which to file such report with the Conflicts of Interest Board shall advise the Department of Investigation of the date such report is due, and shall submit the photocopy of such report to the Department of Investigation on the approved extended date.

Section 3. Section 3 of prior Executive Order No. 91, dated April 30, 1986, is hereby amended to read as follows:

Section 3. Annual Financial Disclosure Requirements Continued. Filing pursuant to this Order shall be in addition to compliance with New York City Administrative Code Section 12-110, by those employees required to file a financial disclosure report pursuant to that section.

Section 4. Section 4 of prior Executive Order No. 93 of 1986, dated June 20, 1986, is hereby amended to read as follows:

Section 4. Determination of Persons Required to File. The Department of Investigation shall, after consultation with each agency head, determine which persons occupy positions that fall within the scope of this Order whose duties directly involve the negotiation, authorization or approval of contracts, leases, franchises, revocable consents, concessions and applications for zoning changes, variances and special permits, and shall determine which other city employees in mayoral agencies shall comply with the provisions of this Order and shall inform such employees of their obligation to report no later than February 15 of the year following each reporting year. For reporting year 1985, such determination shall be made and covered employees informed by July 15, 1986. For reporting year 1990, such determination shall be made and covered employees informed by May 31, 1991. The determination by the Department of Investigation that a particular employee is covered by the provisions of this Order shall not be subject to review.

Section 5. Section 5 of prior Executive Order No. 91 of 1986, dated April 30, 1986, is hereby amended to read as follows:

Section 5. Noncompliance. Failure to file, late filing or intentional misstatements on the part of a covered employee shall constitute grounds for imposition of disciplinary penalties, including removal from office. The Department of Investigation shall be responsible for assuring that each covered employee timely files the report required by this Order.

Section 6. Purpose. In 1990, Administrative Code §12-110 was amended by Local Law No. 84 to expand the scope of financial information sought by the Conflicts of Interest Board. A significant amount of the new information now required by Local Law No. 84 is already sought by the Department of Investigation pursuant to Executive Order No. 91, as amended. These amendments allow the Commissioner of Investigation the option of continuing to seek data required by Executive Order No. 91, or to ask that people file with the Department of Investigation a copy of the

Financial Disclosure Report, already submitted to the Conflicts of Interest Board, along with the answers to supplemental questions.

Section 7. Effective Date. This Order shall take effect immediately.



DAVID N. DINKINS  
MAYOR