

Monthly Status Report – Enterprise Compliance Activity

August 2021

To Be Presented:
Risk and Audit Committee
November 2021

Purpose

Provide the Risk and Audit Committee with compliance monitoring and oversight analytics to aid in fulfilling their role in overseeing key compliance and ethics activities.

Executive Summary

This report provides activity regarding four components of the Enterprise Compliance program for the month of August 2021. Those components are Form 700 filings, Personal Trading Monitoring, Ethics Helpline Complaints, and Mandatory Training completion rates.

- Of all the Board and Employee Form 700 filers, 91% were filed timely; one was outstanding.
- Of all the Consultant Form 700 filers, 83% were filed timely.
- There were 2 Personal Trading violations for the month.
- There were 15 ethics complaints received in the month.
- Of the Mandatory Employee Trainings, 100% were completed on time.

Additional details relating to these compliance activities can be found in pages 5 through 15.

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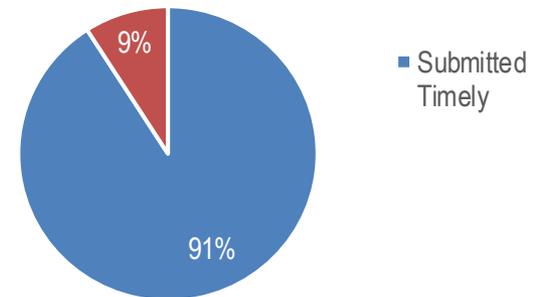
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Board & Employee Form 700 Filings

August 2021 Statements Due (Board & Employee)				
Statement Type	Submitted Timely	Submitted Late	Outstanding	Total Due
Assuming Office	4	-	-	4
Leaving Office	6	-	1	7
Grand Total	10	-	1	11

Percent Submitted Timely
August 2021



Observations:

- There were 11 Board and Employee statements due in August 2021.
- There was 1 Board and Employee statement outstanding as of 08/31/2021.

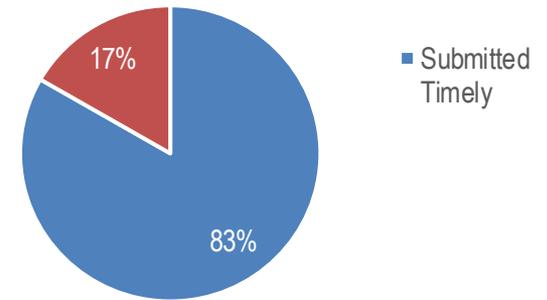
Notes:

- *Update: As of September 20, there were no outstanding Board and Employee Form 700 Filings.*
- *See Appendix for related details and definitions.*

Consultant Form 700 Filings

August 2021 Statements Due (Consultant)				
Statement Type	Submitted Timely	Submitted Late	Outstanding	Total Due
Assuming Office	10	2	-	12
Leaving Office	-	-	-	-
Grand Total	10	2	-	12

Percent Submitted Timely August 2021



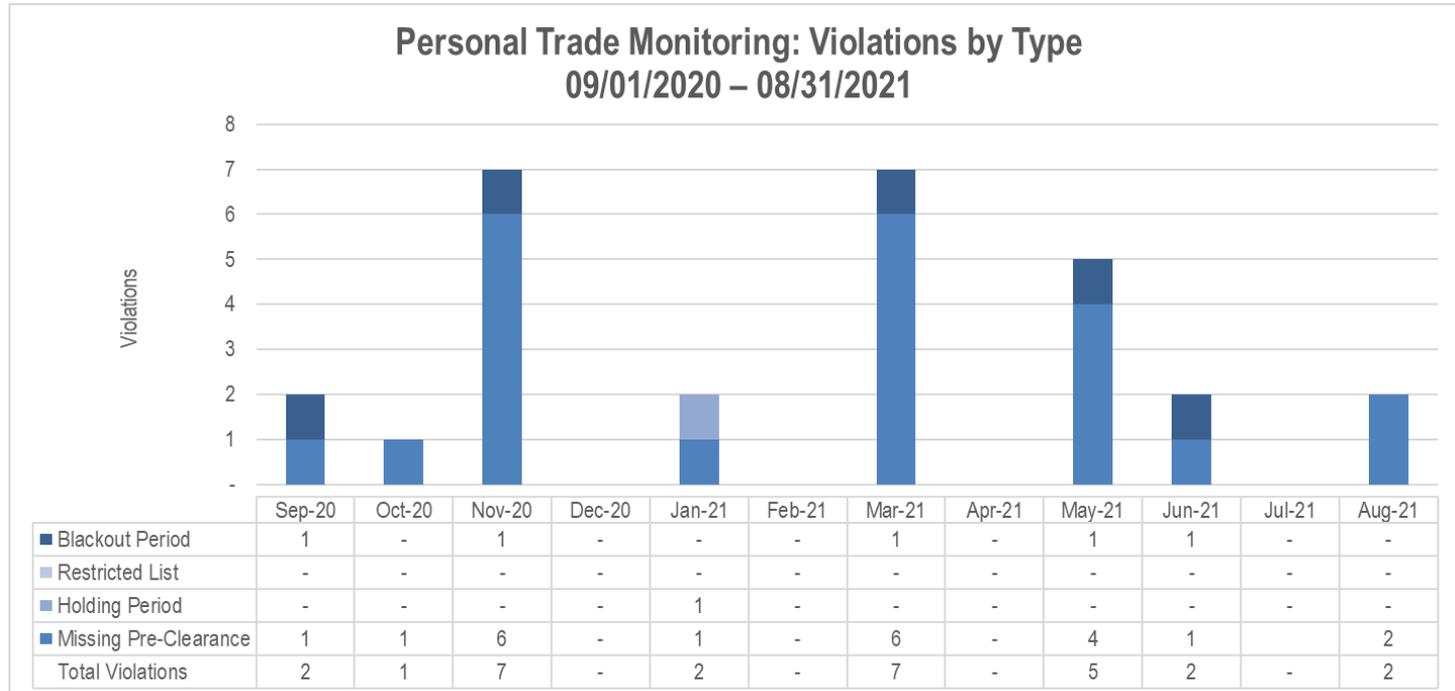
Observations:

- There were 12 consultant statements due in August 2021.
- No consultant statements were outstanding as of 08/31/2021.

Notes:

- See Appendix for related details and definitions.

Personal Trade Monitoring: Violations



Observations:

- One Covered Person from the Investment Office failed to pre-clear their transactions, resulting in two Missing Pre-clearance violations.

Notes:

- See Appendix for related details.
- Multiple violations can be triggered by a single Covered Person at one time..

Personal Trade Monitoring: Personal Trading Affirmations

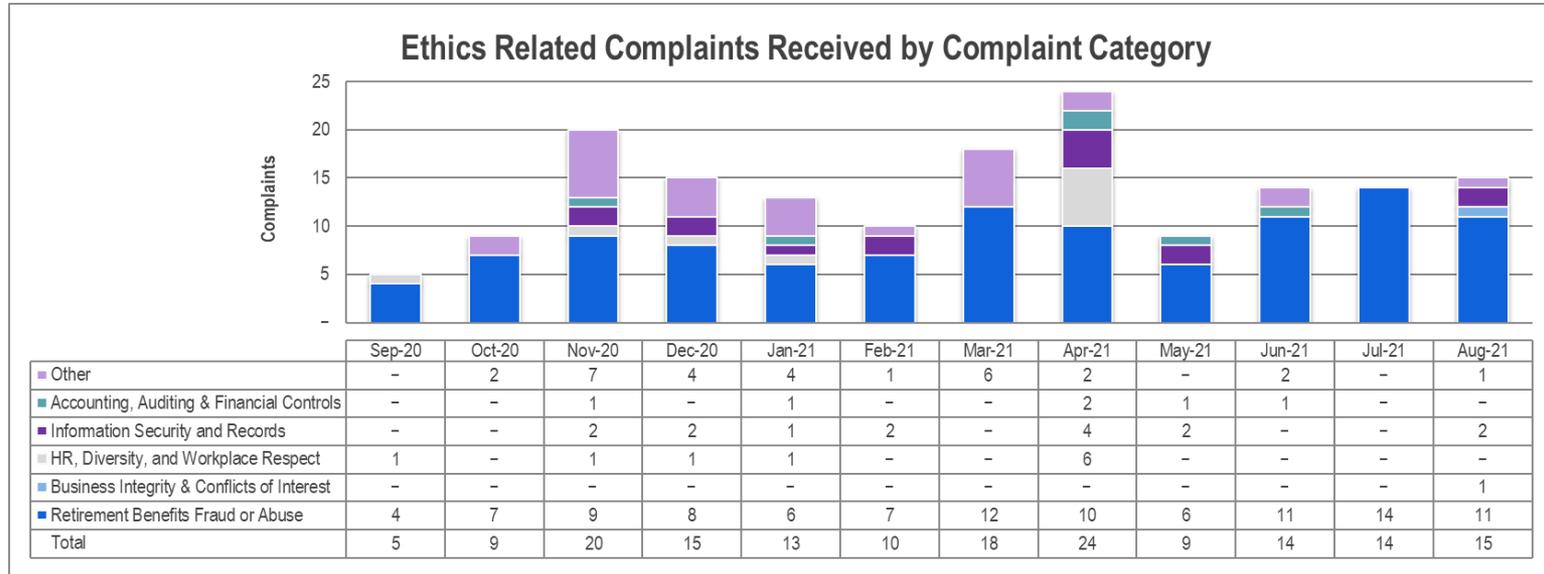
Personal Trading Affirmation / Attestation Filing Report August 2021				
Affirmation Type	Total Due	Submitted Timely	Submitted Late	Outstanding
Initial Personal Trading Affirmations	2	2	-	-
FY 2020-21 Q4 Transaction Affirmations	33	33	-	-
Total	35	35	-	-

Observations:

- Two Initial Personal Trading Affirmations and 33 FY 2020-21 Q4 Trading Affirmations were due during the month of August 2021; all were submitted on time.

Note: See Appendix for related details.

Ethics Helpline: Complaints Received



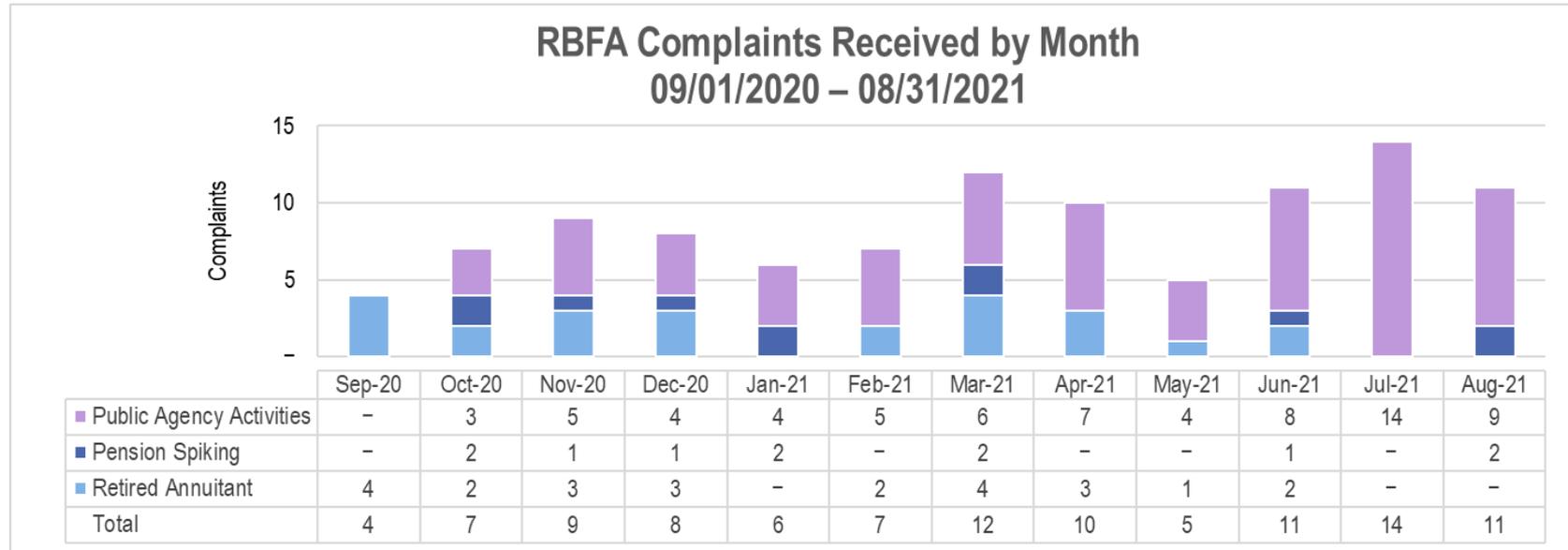
Observations:

- In August 2021, there were 15 new complaints, a slight increase from the prior month.
- Of the ethics related complaints received in August, 73% (11 of 15) fell under the Retirement Benefits Fraud or Abuse category.

Notes:

- See Appendix for category descriptions.

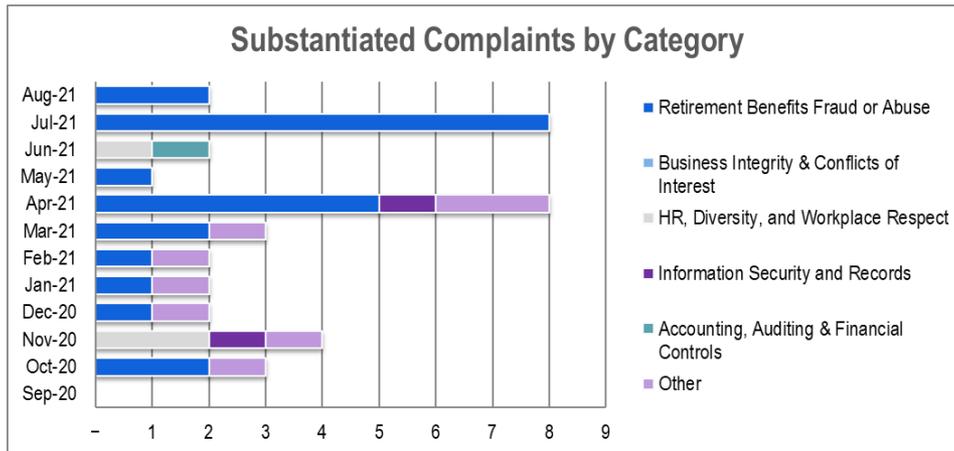
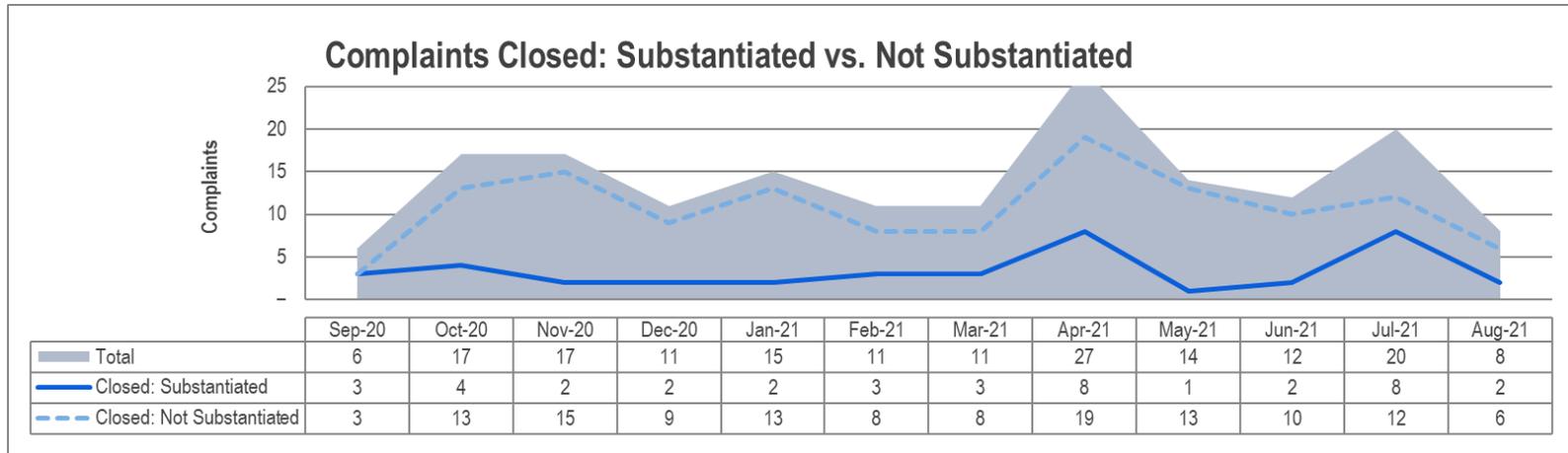
Ethics Helpline Retirement Benefit Fraud or Abuse (RBFA) 1-Year Trend



Observation:

- The Public Agency Activities subcategory accounted for 82% (9 of 11) of the RBFA complaints received in August 2021.

Ethics Helpline: Complaints Closed



Observation:

- During the month of August, 75% (6 of 8) of closed complaints were not substantiated.

Notes:

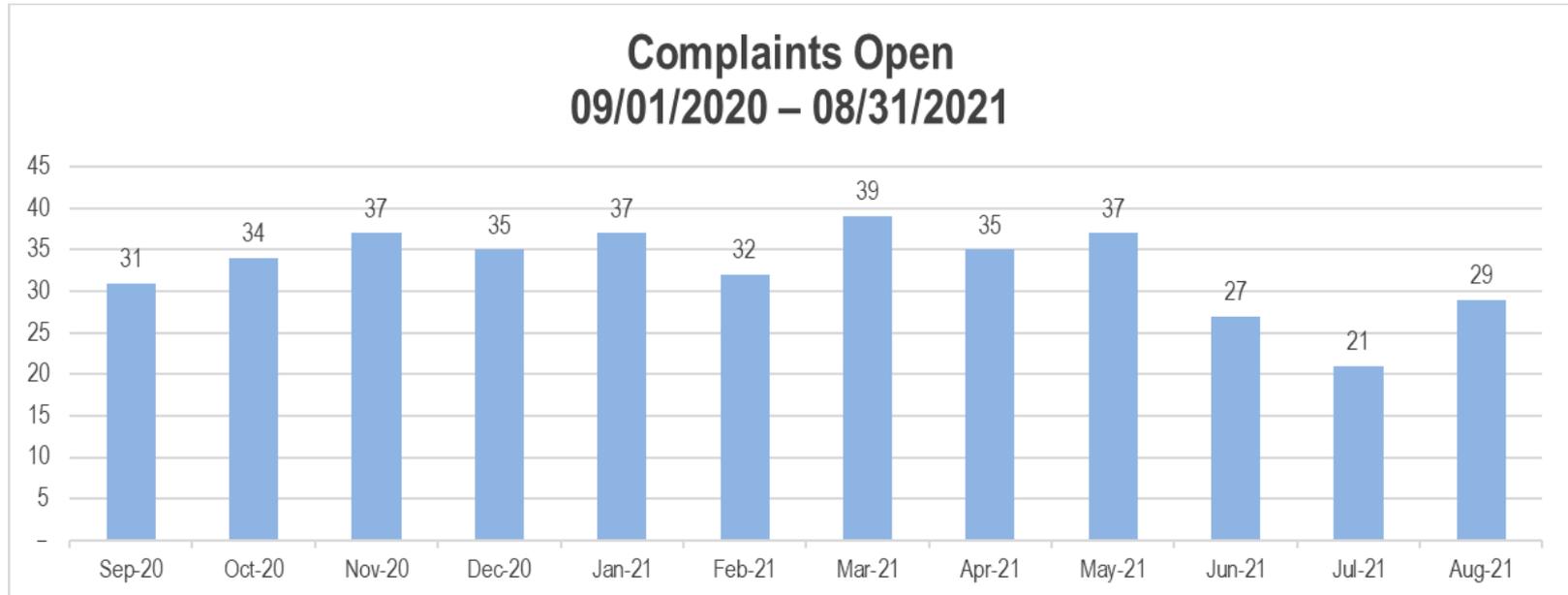
- “Not substantiated” includes complaints that were closed as unsubstantiated, inconclusive, or for insufficient information.
- See Appendix for complaint category definitions and case status definitions.

Ethics Helpline Summary of Closed Substantiated Complaints

Closed Substantiated Complaints 08/01/2021 – 08/31/2021

Case Number	Issue Type	Allegation	Finding	Action Taken
2020-1127d	Retirement Benefits Fraud or Abuse	Reporting party alleges they are being wrongfully denied disability retirement.	On 8/3/21, Case was closed and is being handled through active litigation.	Closed 08/31/2021
2021-1279	Retirement Benefits Fraud or Abuse	Reporting party alleges someone is participating in pension spiking.	On 8/31/21 the case was assigned to Legal Office to proceed with an Administrative Hearing.	Closed: 08/31/2021

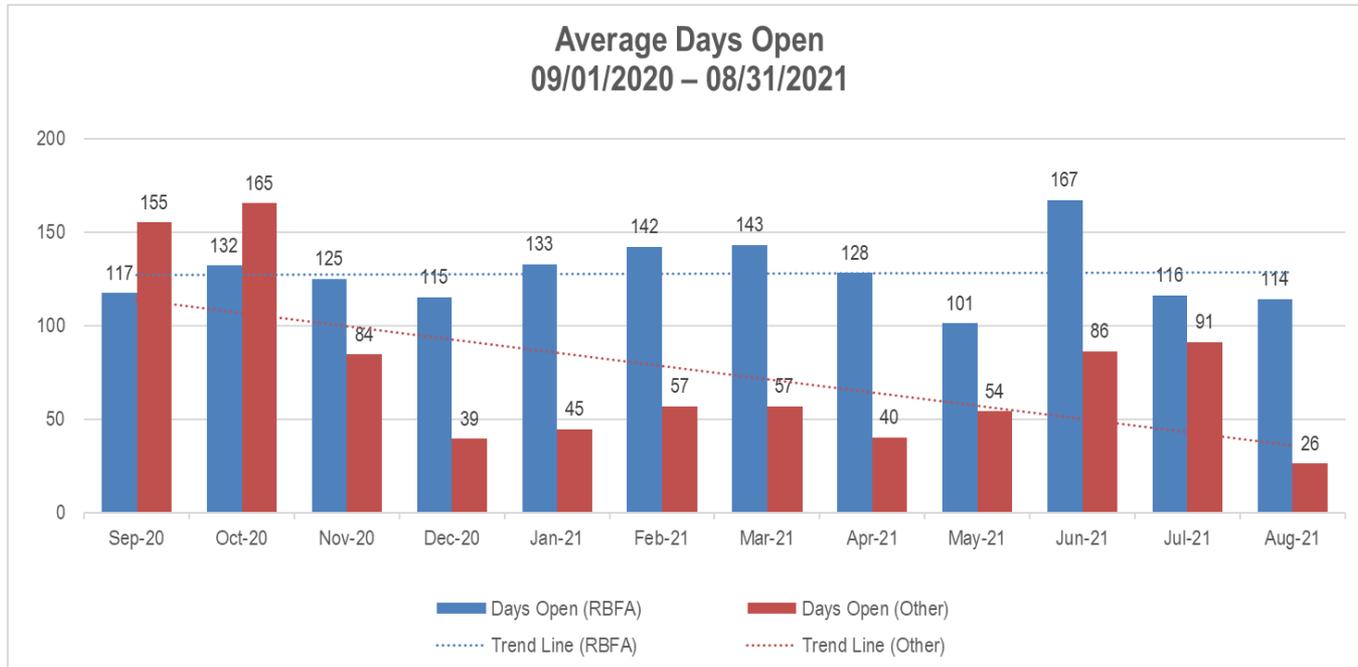
Ethics Helpline: Complaints Open



Observation:

- There were 29 open complaints as of 08/31/2021.

Ethics Helpline: Average Days Open



Observation:

- As of 08/31/21, Retirement Benefit Fraud or Abuse (RBFA) complaints were open for an average of 114 days, while all other complaints were open for an average of 26 days.

Note: Retirement Benefits Fraud or Abuse complaints often require research by external agencies, resulting in closure times greater than 30 days.

Training Compliance: Employee Mandatory Training

Employee Mandated Training – Due August 2021			
Training Type	Completed	Outstanding	Completion Rate
Acceptable Use Policy	42	-	100%
CalPERS Personal Trading Regulations	3	-	100%
Gift Policy Attestation for New Filers	5	-	100%
Harassment Prevention for Team Leaders	9	-	100%
Harassment Prevention for Team Members	40	-	100%
Health Insurance Portability and Accountability Act	32	-	100%
Information Security and Privacy	57	-	100%
Tools for an Ethical Workplace	15	-	100%
Workplace Violence Prevention Training	42	-	100%
AG Ethics	8	-	100%
Board - Harassment Prevention Training	1	-	100%
Board - Information Security and Privacy	1	-	100%
Board - Harassment, Discrimination, and Retaliation Prevention and EEO Policy Acknowledgement	1	-	100%
Board - Workplace Violence Prevention Acknowledgement	1	-	100%
Total	257	-	100%

Observation:

- Employees completed 100% (257 of 257) of assigned mandatory training courses due August 2021.

Notes:

- *Mandatory training is due within 30 days of a new employee's start date.*
- *Annual enterprise-wide mandatory training due December 31 is reported separately.*
- *Completion rates are calculated based on all active team members required to take each mandatory training. Team members on an official leave of absence and retired team members who have separated are not included in the calculation.*

Appendix - Additional Information

- Form 700 Statement Definitions
- Board and Employee Form 700 Filings: Detail Report
- Consultant Form 700 Filings: Detail Report
- Personal Trading Violation Type Definitions
- Personal Trading Violation Detail Report
- Personal Trading Affirmations Past Due Detail Report
- Ethics Helpline Complaint Category Definitions
- Ethics Helpline Case Status Definitions
- Ethics Helpline Summary of Closed Substantiated Complaints

Form 700 Statement Definitions

Statement Type

Annual: Form 700 statement that is due on August 1st (or the following Monday if August 1st falls on a weekend).

Assuming Office: Form 700 statement that is due within 30 days of assuming office.

Leaving Office: Form 700 statement that is due within 30 days of leaving office.

Statement Status

Submitted Timely: Form 700 statements submitted within the due date.

Submitted Late: Form 700 statements submitted after the due date.

Outstanding: Unsubmitted Form 700 statements after the due date has passed.

Referred: Unsubmitted Form 700 referred to Fair Political Practices Commission (FPPC) for enforcement.

Note: See Pages 3-6 for details.

Personal Trading Violation Type Definitions

Blackout Period: Covered Persons are prohibited from buying, selling or transferring Covered Securities during the Blackout Period, which is the three (3) day period of time that commences one market day before and ends one market day after a transaction in Covered Securities by CalPERS.

Holding Period: The 30-calendar-day period between the acquisition and sale, and the 30-calendar-day period between sale and re-acquisition, of a Covered Security.

Missing Pre-Clearance: Covered Persons are required to obtain pre-clearance approval before the purchase, sale or transfer of Covered Securities is executed in a Covered Account, unless the transaction is exempt from the requirement of pre-clearance.

Restricted List: A Restricted List means the list of Covered Securities that identifies companies that CalPERS Employees and/or Board Members have information that may be material non-public.

Note: See Pages 8 and 9 for details.

Ethics Helpline Complaint Category Definitions

All Ethics Helpline complaints now fall under one of the following six issue types. These categories were developed with CalPERS’ priorities in mind and to bring our reporting processes in line with established industry standards.

Complaint Categories	Examples of Violations
Accounting, Auditing & Financial Controls	Accounting & Auditing Matters; Compliance with Laws & Regulations; Document Creation & Retention; Fraud (Non-retirement benefits related); Override of Internal Controls; Securities Valuation; Tax Issues
Business Integrity & Conflicts of Interest	Contract Compliance; Foreign Corrupt Practices Act & Improper Payments; Improper Giving & Receiving of Gifts; Insider Trading; Outside Employment & Compensation; Relationships with Clients, Suppliers & Vendors
Human Resources, Diversity & Workplace Respect	Discrimination or Harassment; EEOC or ADA Matters; Human Resources (HR); Retaliation; Safety, Health & Environment; Sexual Harassment; Workplace Violence
Information Security & Records	Badging & Access Control; Computer, Email & Internet Use; Data Privacy; Disclosure of Confidential Information; Health Insurance Portability & Accountability Act (HIPAA) Violations; Identity Theft
Retirement Benefits Fraud or Abuse	<ul style="list-style-type: none"> Retired Annuitants - Involves retired CalPERS members who work for a CalPERS covered agency post retirement. Pension Spiking - Involves situations where a CalPERS covered employer inflates the compensation of an employee in the years immediately preceding retirement for the purpose of increasing their monthly retirement allowance. Public Agency Activities - Refers to a CalPERS public agency’s failure to bring a qualified employee into CalPERS membership or any other allegations that do not fit either of the other subtypes.
Other	Reporting parties can select this issue type if they feel the ethical violation they are reporting doesn’t fall under one of the other five categories.

Note: See Pages 11-13 for details.

Ethics Helpline Case Status Definitions

Case Status	Definition
Substantiated	The investigation establishes that it is more likely than not that the alleged conduct occurred.
Unsubstantiated	The investigation establishes that it is more likely than not that the alleged conduct did not occur.
Inconclusive	The investigation fails to establish one way or another whether the alleged conduct occurred.
Insufficient Information	Information submitted was not sufficient to initiate investigation.

Note: See Page 13 for details.