

Category:	<b>Responsibilities and Accountabilities</b>	Policy Number:	A-03
Title:	<b>Responsibilities of the Executive Officer</b>		
Adopted:	January 9, 2018	Resolution:	18-01-03
Revision:	January 13, 2020	Resolution:	20-01-03

The Executive Officer is appointed by the Governor and executes Board direction through management of Underground Facilities Safe Excavation Board staff. The Executive officer shall:

- Conduct his or her work in compliance with the law, in a fair, competent and inclusive manner, and with the purpose of maximizing the value of the Board to Californians.
- Achieve the results established by the Board within the appropriate and ethical standards of business conduct set by the Board.
- Exercise prudent judgment in the use of resources allocated to the Board.
- Interact with other government agencies and the public pursuant to policies and decisions adopted by the Board.
- Have authority to act expeditiously and in coordination with other agencies of the State of California and United States in emergencies endangering the public health, safety, and the environment.
- Oversee the preparation of the Annual Report to the Governor and Legislature.
- Have the authority to represent the Board before the Legislature.
- Establish further policies, make decisions, take actions, establish practices, and develop activities in accordance with statutory authority, Board policies, and Board decisions.

Monitoring Method: Board  
Frequency: Triennial