City of Los Angeles
Responsible Banking Investment Monitoring Program
For Investment Banks

Investment banks providing City investment banking services or seeking City investment banking business must complete and submit this form no later than July 1st of each year to the City Administrative Officer to comply with Chapter 5.1, Section 20.95.1 of the Los Angeles Administrative Code.

Contact Information:

Siebert Cisneros Shank & Co., L.L.C.

Name of Financial Institution
660 S. Figueroa Street, Suite 1720
Los Angeles CA 90017

Street Address
City State Zip Code

Grace Yuen, Senior Vice President

Contact Person Name and Title
213-587-7406 gyuen@scscarl.com

Telephone No. Email Address

Please answer the following questions for the preceding calendar year.

1. Did your firm make monetary donations to charitable programs within the City limits? Yes [ ] No [ ] If yes, please complete the attached form.

2. Did your firm provide any scholarship awards to residents of the City of Los Angeles? Yes [ ] No [ ]
   a. How many scholarships were awarded? _______
   b. What was the total value of the awarded scholarships? _______

3. Does your firm have internal policies regarding utilization of subcontractors which are designated as "women owned," "minority owned," or "disabled" business enterprises? Yes [ ] No [ ] If yes, please provide a copy of your policies.

CERTIFICATION UNDER PENALTY OR PERJURY

I certify under penalty of perjury that I have read and understand the questions contained in this form and the responses contained in the form and on all the attachments. I further certify that I have provided full and complete answers to each question, and that all information provided in response to this form is true and accurate to the best of my knowledge and belief.

Joseph Mendola, Chief Compliance Officer

Print Name, Title Signature Date

June 12, 2016

PLEASE SEND THE ORIGINAL SIGNED FORM TO THE ADDRESS BELOW AND EMAIL A COPY TO CAO.DEPT@LACITY.ORG.

Office of the City Administrative Officer
200 North Main St. Room 1500
Los Angeles, CA 90012
Attention: Debt Management Group
### Attachment for Question #1 - Responsible Banking Investment Monitoring Program for Investment Banks

<table>
<thead>
<tr>
<th>Name of Charitable Organization</th>
<th>Type</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brotherhood Crusade</td>
<td>Community Development</td>
<td>$500</td>
</tr>
<tr>
<td>Coro Southern California</td>
<td>Children &amp; Youth Development</td>
<td>$2,500</td>
</tr>
<tr>
<td>Asian Americans in Public Finance</td>
<td>Minority Empowerment</td>
<td>$500</td>
</tr>
<tr>
<td>Los Angeles Area Chamber of Commerce</td>
<td>Economic Development</td>
<td>$1,500</td>
</tr>
<tr>
<td>Museum of African Diaspora</td>
<td>Minority Empowerment</td>
<td>$2,500</td>
</tr>
<tr>
<td>Women in Public Finance Los Angeles</td>
<td>Women Empowerment</td>
<td>$1,500</td>
</tr>
</tbody>
</table>
Affirmative Action Plan & Equal Employment Opportunity Policy
Siebert Cisneros Shank & Co., L.L.C.

Siebert Cisneros Shank & Co., L.L.C. ("SCS") has developed this Affirmative Action Plan and Equal Employment Opportunity Policy with the objective of achieving genuine equal employment opportunity for all qualified individuals.

Recruitment
SCS should be identified in all employment advertisements as an “Equal Opportunity/Affirmative Action employer.” Recruitment efforts at colleges, universities, high schools and vocational institutions with significant populations of women and minority students are encouraged. Through its many charitable donations, SCS also encourages the support of fraternal, sorority, civic and community-based organizations.

Hiring Procedures
In order to eliminate or minimize intentional or unintentional bias against minority applicants with regard to employee interviewing and selection procedures, all candidates will be interviewed by at least two, and preferably thee, SCS employees prior to extending an offer. All offers of employment will be made by either the President & CEO or the Chairman of SCS.

Training Procedures
SCS currently does not provide tuition reimbursement, as it hires professionals with past professional experience. The firm offers a number of educational programs equally to all employees, and encourages participation in industry seminars, conferences, and similar events.

Publicity (Internal and External)/Advertising
All RFP responses submitted on behalf of SCS should include a statement of the firm’s commitment to providing genuine equal employment opportunity for all qualified individuals. SCS should be identified in printed material, e.g. newspapers, radio, trade journals, professional journals, websites, company stationery, and oral pronouncements as an “Equal Opportunity/Affirmative Action employer.”

Internally, SCS will continue to request that issuers have a formal policy to select MBEs/WBEs as senior and co-managers, as well as to make provisions in designation policies. The firm’s Policies & Procedures Manual has been updated to include this policy.

Procurement
SCS does not discriminate against minority and women-owned businesses in its own procurement of goods, supplies and services. In such instances, minority groups and agencies, e.g. government, educational, civic and/or community study groups, should be consulted for the purpose of identifying potentially qualified minority professional applicants.
Grievances
Any employee may bring matters of unfair treatment or other personal concerns to the attention of the
Affirmative Action Officer, Sean Werdlow, (313) 496-4500.

Program Reporting
Employment statistical records relative to SCS’ affirmative action policies are available for inspection
during normal working hours to appropriate government representatives. These records are located in
the Detroit office. Government representatives wishing to inspect these records should contact our
Detroit office at (313) 496-4500.

Annual Review
The Affirmative Action Plan shall be reviewed annually, and updated if necessary, as part of the annual
review of the Firm’s policies and procedures.

Minority/Women Participation
Our company has a very well-established Affirmative Action Policy. The following exemplify some of our
special efforts aimed toward supporting the whole community.

✓ Our firm voluntarily undertakes work-study and internship programs to encourage students of
diverse economic and cultural backgrounds to pursue an investment banking career;
✓ We have a policy to assist local and regional minority law firms to gain valuable municipal bond
experience by selecting them as a sole or co-underwriter’s counsel when our firms as a senior
manager;
✓ As an underwriter, our firm consistently and successfully places significant minority firms in our
financial transactions as co-underwriter, bond counsel, special counsel, and underwriters’
counsel; and
✓ We make every effort to utilize Historically Underutilized Businesses for any available work
associated with all financings undertaken by our company.

Sexual Harassment
Siebert Cisneros Shank & Co. is committed to maintaining a workplace free of sexual harassment and
will not tolerate sexually harassing behavior by its employees. SCS regards sexual harassment as a very
serious matter and prohibits such harassment in the workplace by any person, in any form. Anyone who
violates this policy will be subject to appropriate disciplinary action, up to and including immediate
termination.

Sexual harassment is illegal under local, state and federal civil rights laws, and it is against company
policy for any employee to subject any other employee to unwelcome sexual advances, requests for
sexual favors, or other verbal or physical conduct of a sexual nature at any time.