

Departmental Assignments by [Risk Manager](#)

Airports	Abad	Film LA	Tan
Animal Services	Tan	Finance	Ro
Board Office (PW)	Ro	Fire	Cuadra
Building & Safety	Sanchez	Fire & Police Pensions	Ro
Cannabis Regulation	Tan	General Services	Waters
CAO	Abad	Harbor	Abad
CID	Waters	ITA	Waters
City Attorney	Cuadra	LACERS	Ro
City Clerk	Sanchez	LAHD	Waters
City Planning	Ro	L.A. Tourism Dept.	Tan
Civil Rights & Equity	Sanchez	Library	Sanchez
City Council	Abad	Mayor	Abad
CLA	Ro	Neighbrhd. Empow.	Waters
Contract Admin. (PW)	Tan	OPA	Ro
Controller	Tan	Personnel	Sanchez
Cultural Affairs	Sanchez	Police	Cuadra
Disability	Cuadra	Rec. & Parks	Waters
Econ&Workforce Dev	Waters	Sanitation (PW)	Waters
El Pueblo	Ro	Street Lighting (PW)	Sanchez
Emergency Mgmt.	Cuadra	Street Services (PW)	Sanchez
Employee Rel. Board	Cuadra	Transportation	Tan
Engineering (PW)	Waters	Water & Power	Abad
Ethics Commission	Cuadra	Zoo	Tan

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Risk Management Directory (the team):

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Please visit our website at

<http://cao.lacity.org/risk>



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City Administrative Officer

Risk Management

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Policy/Objectives:

The City of Los Angeles is to be protected to the maximum extent feasible against loss or liability which would significantly affect personnel, property, finances, or the ability of the City to continue to fulfill its responsibilities to the taxpaying public. (Reference —Council File No. 79-3194).

The Risk Management team manages the central risk management function for the City of Los Angeles. We are a service provider, working closely with all operating departments within the City. Staffed with experts in various aspects of risk management, we are dedicated to minimizing or eliminating the exposure of City assets and resources to accidental and business loss. We also work with the public through our review and acceptance of insurance and bond documents.

Services Provided:

Contract Review – Risk Management drafts, negotiates, executes and administers insurance requirements and conditions in City contracts and advises the City on insurance compliance and industry standards.

Regional Contractor Development and Bonding Program (CD&BP) – This program supports small, local and minority-owned contractors within Los Angeles County by helping these contractors through the various challenges of public agency contracting and to assist in complying with the bid, performance and payment bond requirements for all qualifying contracts.

Capital Projects – OCIP (Owner Controlled Insurance Program) – A best practices program whereby Risk Management, not the prime contractor, arranges, procures and manages the insurance coverage including administering insurance claims and safety efforts on larger public works projects.

Insurance Procurement – While the City has a large risk retention program and is self-insured for workers' compensation, Risk Management protects the City's assets by ensuring that the most appropriate insurance coverage and risk financing methods are in place for the City's contractual, operational and organizational exposures. Insurance is usually procured to satisfy property related bond financing, City ordinance or property leasing requirements. Insurance is also purchased if it is determined to be cost beneficial to the City.

Insurance and Bond Compliance – To ensure that contractors performing work for the City meet their contractual insurance and bond requirements, Risk Management reviews and approves insurance and bond submittals for compliance and appropriateness. Risk Management has developed an electronic insurance and bonds compliance system called ***KwikComply™*** to make insurance approvals easy and efficient. Advantages of the system are 24/7 approvals, standardized forms and paperless transactions on a secure e-platform.

Loss Control – Risk Management procures commercial insurance for bond-financed and select high-value properties while providing loss control/prevention services primarily for City-insured assets like MICLA, Water Treatment & Homelessness Outreach Facilities, and Aviation Assets. Additionally, Risk Management drafts, negotiates, and administers indemnification, insurance and bond requirements in City risk control contracts and upon request, provide assistance to Departmental Risk Managers with risk management implementations.

Indemnification – As authorized by Council and Mayor, Risk Management executes on behalf of the City, agreements with individuals or organizations providing services to the City that will indemnify and hold them harmless from loss or liability arising from the acts or omissions of the City when using their property.

Attorney Conflict Panel (ACP) – Administers City's outside Attorney Conflict Panel and Special Fund for

all litigation determined by City Attorney to have a partial or total conflict of interest that preclude them from handling litigation defense on behalf of the City.

Claims Management – Risk Management prepares cost of risk reports for all City departments and performs annual actuarial studies, management of commercially insured claims, weaknesses/strengths analysis, loss trending, etc.

Training – Risk Management provides training and seminars on claims management procedures, loss prevention, risk management procedures manual, insurance forms and letters of indemnity.

Homelessness & Inside Safe – Risk Management provides support to the City's Homelessness Outreach and Inside Safe Program by identifying and mitigating operational risks through insurance determinations, contract review, and risk transfer strategies. In collaboration with the Housing Department, General Services Department, the Mayor's Office, and other stakeholders, the Division establishes insurance requirements, reviews contractor agreements, and assists with claims investigations to verify insurance coverage and facilitate risk transfer. These efforts help protect City assets, reduce liability exposure, and support the safe and effective delivery of homelessness services.

Special Events Liability Insurance Program (SELIP/SPARTA) – Administered by Risk Management, this program offers insurance coverage for groups or organizations holding special events in the City. This program also offers affordable insurance coverage for small and minority contractors who bid on City contracts. This program started in the City and has been duplicated by many public entities in California.

Special Projects – Risk Management provides knowledgeable, professional advice to Council, Mayor and City departments on issues involving all facets of risk management and insurance e.g. LA Convention Center Project Agreement, 2026 World Cup, 2028 Olympic and Paralympic Games, etc.