

EXECUTIVE ORDER 93-07

AFFIRMING COMMITMENT TO DIVERSITY AND EQUITY IN SERVICE DELIVERY AND IN THE COMMUNITIES OF THE STATE, RE-ESTABLISHING AFFIRMATIVE ACTION AND PROHIBITING DISCRIMINATION IN STATE WORKPLACES AND RESCINDING EXECUTIVE ORDER [91-06](#)

A VISION FOR DIVERSITY IN THE STATE OF WASHINGTON:

The state of Washington is a place where all individuals are respected for their unique qualities.

Educational, economic and other opportunities are open to all people of the state. All persons are encouraged to reach their full potential and in so doing contribute to our community.

The state's cultural environment is built on the values of fairness, mutual respect, understanding and cooperation. The richness of our state's diverse cultures is valued by all citizens and promoted by the state.

Creative innovations result from cooperative efforts of the diverse people of the state of Washington in building communities, solving shared problems and thriving in the global marketplace.

Washington State - is known for its wealth of human communities as much as for the beauty of its natural resources and wildlife.

WHEREAS, the state of Washington that values and promotes diversity must create a cultural environment where all people are valued and respected as individuals; and

WHEREAS, people of diverse perspectives arising from a multitude of differences as well as some commonalities must be involved in defining and creating this desired environment; and

WHEREAS, our state's population is comprised of indigenous people and recent immigrants, women and men, children and elders, people with disabilities and diverse family structures, beliefs and experiences; and

WHEREAS, our state can best meet the challenges facing us by tapping into the broad perspectives of its diverse citizenry; and

WHEREAS, the state of Washington can influence the creation of this environment in the communities of the state through the full participation of all citizens; and

WHEREAS, Washington State must create an environment that affirms and validates the unique qualities of each individual, encouraging the development of each person's full potential in making contributions to state service and state communities; and

WHEREAS, our state's success in providing quality services to our citizens is directly related to the quality and composition of our workforce compelling Washington State as an employer to create the highest quality work environment attracting highly qualified, talented people as a first choice career; and

WHEREAS, education is an important factor in gaining economic access, developing a strong social fabric and promoting understanding and respect for diversity; and

WHEREAS, Washington State government must bring people together to work effectively, efficiently and cooperatively in service to the citizens of the state; and,

WHEREAS, historically minority and women-owned businesses have been significantly underrepresented resented and have been denied equitable competitive opportunities in contracting; and

WHEREAS, state government has traditionally adopted employment policies and procedures to encourage employment practices intended to provide leadership for the private sector and local governments; and

WHEREAS, certain groups, including some which are not otherwise protected under existing state and federal law, may experience discrimination in hiring, promotion, recruitment, and tenure associated with their employment with the state; and

WHEREAS, because of the increasing diversity in the state's work force, it is important that agencies and higher education institutions create an organizational culture that respects and values individual and group differences and encourages the productive potential of every employee.

NOW, THEREFORE, I, Mike Lowry, Governor of the State of Washington, by virtue of the power vested in me, do hereby:

Direct all executive agencies and institutions of higher education to initiate actions to integrate the principles of diversity into all facets of workplace community and in the delivery of services to the people of Washington.

Reaffirm my commitment to the elimination of all barriers to employment which artificially restrict hiring, promotion, recruitment, and tenure on the basis of any physical, cultural, religious, language, or other status which is not directly related to the performance of a job.

Direct that all executive agencies and institutions of higher education to use equitable employment measures and corrective actions to employ, in all job categories, protected group members in accordance with applicable state and federal law.

Direct that full access to employment by persons with disabilities to be provided and that reasonable accommodation to be made to ensure the inclusion of people with disabilities in the work force.

Direct that state executive agencies and institutions of higher education shall not discriminate in employment on the basis of an individual's sexual orientation.

Direct all state executive agencies and institutions of higher education to take reasonable and appropriate steps to value, encourage and seek out the participation in the state work force of persons with multiple language skills where it would better serve our pluralistic society.

Accordingly, in order to implement the aforesaid policies, I direct all state executive agencies and institutions of higher education to:

1. Review policy statements, programs, and procedures to ensure that all possible actions are being taken to assure that fair and equal employment opportunity exists.
2. Maintain a current affirmative action program with specific, measurable goals and objectives for the employment and promotion of protected group members. Programs shall include systems, methods and procedures for achieving these goals.
3. Appoint an official who shall be the chief executive officer, his or her deputy, or another official who reports to the chief executive officer to be responsible for the implementation and supervision of the affirmative action program. The name and title of the person so designated shall be reported to the Department of Personnel within 30 days from the date of this order.
4. Ensure that any state agency's or institution's procedures for evaluating and acting upon complaints of employment discrimination or harassment reflect current state and federal law and the policies promulgated in this Executive Order. Every effort shall be made by agencies of the state to resolve all complaints in the spirit and intent of this Executive Order.
5. Review their rules, policies, procedures and practices to ensure that they support and enhance diversity in the work place.
6. Agency directors shall provide the Governor's Staff Director with a profile of their executive teams annually and submit any changes to the executive team profile to the Governor's Staff Director for approval of prospective new hires; Boards of Regents and Trustees shall annually review the profile of their executive teams for progress toward the goals of this Executive Order. The Governor may choose to meet with Trustees or Regents as desired to review progress by their institutions.
7. Review policy statements, programs and procedures to ensure that all possible actions are being taken to assure that delivery of services provided by their agencies are responsive to needs of diverse clientele and that a variety of communication methods regarding services are effectively used in reaching diverse populations who are eligible for such services.

8. Develop aggressive workplans and efficient reporting systems to maximize the opportunities for women- and minority- owned businesses to directly and meaningfully participate in public works contracts and contracts for goods and services procured by their agencies or institutions, using procedures approved by the Office of Minority and Women's Business Enterprises.

9. Work with the Governor's office to ensure that boards and commissions related to their agency and institution are comprised of individuals from the diverse populations of the state.

10. Agency directors and higher education Boards of Regents or Trustees shall review annually with the Governor progress towards the goals outlined above.

The Governor's Affirmative Action Policy Committee established under Executive Order 91-06 is hereby reestablished as follows. The membership shall not exceed fifteen and shall consist of representatives from state agencies and higher education institutions involved in affirmative action issues. The committee shall include representation from, protected groups, the Department of Personnel and employee organizations. Membership on the committee shall also include geographic representation from Eastern and Western Washington. The Governor shall appoint the chair. Members from the general public shall be reimbursed for travel expenses for attendance at meetings of the committee.

The Governor's Affirmative Action Policy Committee which has jurisdiction in the area of employment for the development, approval and oversight of affirmative action plans shall:

1. Advise the Governor on state affirmative action policies and submit recommendations to the Governor for any further action.

2. Approve affirmative action plans for agency implementation strategies and goal progress which meet guidelines established by the Department of Personnel.

3. Approve affirmative action plans for higher education institutions implementation strategies and goal progress which meet guidelines established by the Department of Personnel.

4. Review and evaluate reports and guidelines submitted by the Department of Personnel to determine the extent to which the state is meeting the employment needs of all protected groups and affirmative action obligations under federal and state laws, regulations, and policies.

5. Submit annual reports to the Governor outlining the progress of the state in meeting its goals and timetables.

6. Submit annual reports to the Governor for any further action which it deems appropriate.

The Department of Personnel shall:

1. Provide agencies and institutions with guidelines and assistance for establishing and implementing an affirmative action program, such guidelines to be in accordance with all applicable state and federal laws and regulations.
2. Review and provide technical approval of agencies' and institutions' affirmative action plans and progress reports against established guidelines and state policies. Recommend to the Affirmative Action Policy Committee approval of such plans or corrective action as needed.
3. Develop and implement a positive employment program to incorporate alternative methods and tools that recognize the cultural pluralism present in the population from which we are recruiting.
4. Develop a reporting system for monitoring the progress of each agency and institution toward achieving its employment goals, including a statistical analysis of present work forces.
5. Submit annual reports to the Governor, the Affirmative Action Policy Committee, and the Human Rights Commission.

The Higher Education Coordinating Board shall:

1. Review and monitor progress toward statewide Higher Education Coordinating Board goals and individual institutional goals to improve participation of minorities.
2. Recommend incentives and strategies that will achieve equitable minority participation and diversity in higher education.
3. Develop statewide goals, review and monitor progress toward appropriate statewide Higher Education Coordination Board goals and monitor individual institutional goals to improve the participation of persons, with disabilities.
4. Recommend incentives and strategies that will achieve equitable participation of persons with disabilities in higher education.
5. Monitor and report on institutional gender equity plans and compliance of the higher education institutions with the provisions of the state statutes on gender equity for students in higher education.

The Office of Minority and Women's Business Enterprises shall:

1. Provide state agencies and educational institutions with guidelines and assistance for establishing and implementing an opportunities for women- and minority-owned businesses in public works and the provision of goods and services to the state; and

2. Evaluate and report to the Governor on agencies' and educational institutions' progress toward their goals.

The Human Rights Commission shall:

1. Provide the Department of Personnel with information to assist them in establishing and implementing the state's affirmative action program in employment. This information will be in accordance with all applicable state and federal laws and regulations.
2. Provide appropriate training in coordination with the Department of Personnel through workshops or other educational programs for state agencies regarding the interpretation and application of federal and state laws and other regulations applying to equal employment opportunity.
3. Advise the Affirmative Action Policy Committee and the Department of Personnel regarding agencies' and higher education institutions' compliance with applicable federal and state laws, regulations, and policies.
4. Consistent with the Commission authority, enforce all applicable federal and state laws and regulations pertaining to nondiscrimination and laws affecting all protected groups to ensure compliance the content and spirit of this Executive Order.

The Office of the Governor shall:

1. Through the executive cabinet, review affirmative action recommendations and progress reports submitted through the Affirmative Action Policy Committee,
2. Maintain regular communications with the Affirmative Action Policy Committee and other agencies, advisory groups and advocacy organizations concerned with employment discrimination.
3. Take such additional action as deemed necessary which will result in an effective affirmative action program for the State of Washington.
4. Review annually with the directors of agencies pro towards goals on workforce of diversity, executive team diversity, responsiveness service delivery to diverse clientele, and goals for providing aggressive economic opportunities to women- and minority-owned businesses in public works and the provision of goods and services to their agencies or institutions, accessibility to agency programs in accordance with Executive Order 93-03, and diversity of boards and commissions. Review annual progress of higher education institutions and meet as needed with Boards of Regents and Trustees.
5. Identify a liaison within the Governor's policy office to work with the community and appropriate agencies and institutions as an advocate on issues specific to women in the

6. Identify a liaison within the Governor's policy office to work with the community and appropriate agencies and institutions as an advocate on issues specific to gay men and lesbians in the state.

IN WITNESS WHEREOF, I have hereunto
set my hand and caused the seal of the State
of Washington to be affixed at Olympia
this 27th day of September A.D., Nineteen hundred and ninety-three.

Additional

By:

MIKE LOWRY
Governor of Washington

BY THE GOVERNOR:

Secretary of State