



# State of Iowa

## Executive Department

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF IOWA

### Executive Order #46

Whereas, Executive Order Number Fifteen of April 2, 1973 sets forth the purpose and provisions for equal employment opportunity and affirmative action in state government and the special obligation the State of Iowa has to have its operations serve as a model for business, industry, labor and education; and

Whereas, it is, therefore, the policy of the State of Iowa to provide equal opportunity in state employment to all persons on the basis of merit and fitness to perform the work required and to prohibit discrimination because of race, creed, color, religion, natural origin, sex, age and physical and mental disability; and

Whereas, the State is committed to the maximum utilization of its human resources in all areas of its employment;

Now, Therefore, I, Robert D. Ray, Governor of the State of Iowa, by the power and authority vested in me by the Constitution and by the Laws of Iowa, do hereby proclaim that all agency heads, members of governing boards and commissions, and other public officers and employees are committed to improvement in affirmative action, and that the following initiatives will be taken to further affirmative action and equal employment opportunity in state government programs.

To that end, the following state agencies shall take on the responsibility of executing this Order:

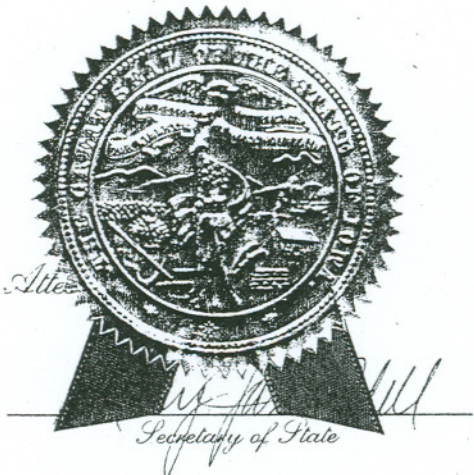
1. The Iowa Civil Rights Commission, through the State Affirmative Action Administrator, shall coordinate the affirmative action efforts of all state agencies responsible to the Governor. This coordination shall include such activities as proposing uniform affirmative action planning standards in consultation with state agencies; monitoring personnel data necessary to maintain an ongoing assessment of affirmative action efforts in state government; and working with individual state agencies on corrective action plans. These efforts shall be implemented by administrative rules as necessary.
2. The Merit Employment Department shall coordinate the collection and analysis of personnel data and equal employment opportunity reporting. To that end, the Merit Employment Department shall annually conduct a study of the various pre-employment processes under its jurisdiction. The results of this study shall be made available to the State Affirmative Action Administrator and affected agencies.

The Merit Employment Department is further authorized to establish and convene a State Recruitment Coordinating Committee, consisting of personnel and affirmative action administrators from state agencies. Committee members shall be appointed by the Director of the Merit Employment Department with the concurrence of their agency head. The Committee will assist the Merit Employment Department in conducting the annual pre-employment processes study and with any necessary remedial recruitment action.

3. All state agencies shall make available affirmative action training for administrative and supervisory employees and employees working in a capacity related to personnel administration. The Iowa Management Training Board, in conjunction with the Iowa Merit Employment Department, shall provide formal courses to aid in meeting this requirement.
4. The Department of General Services, Department of Transportation, and other state agencies responsible to the Governor which assign personnel to buildings rented, leased or owned by the State, shall, for those buildings for which they are responsible, develop and have available a comprehensive plan and schedule to remedy remaining architectural barriers and bring state owned, leased and rented facilities into compliance with Section 504, of the Rehabilitation Act of 1973, Pub. L. 93-112, 87 Stat. 394 (29 U.S.C. 794) as amended by P.L. 93-516, 88 Stat. 1619 (29 USC 706). These actions shall be done in cooperation with state agencies occupying such buildings and organizations representing the special interests of the handicapped.
5. Agencies not included under the executive authority of the Governor are encouraged to adopt these affirmative action measures and develop affirmative action plans based on uniform affirmative action planning standards promulgated as administrative rules by the Iowa Civil Rights Commission.

An Affirmative Action Task Force shall be appointed and convened by the Office of the Governor in June, 1983, and annually thereafter, to review progress in complying with this Order. The Task Force shall include representatives of the Iowa Civil Rights Commission, the Iowa Merit Employment Department, and other state agencies covered by this Order.

In Testimony Whereof, I have hereunto subscribed my name and caused the Great Seal of the State of Iowa to be affixed. Done at Des Moines this 21st day of December in the year of our Lord one thousand nine hundred eighty-two.



  
Governor