

Article - State Personnel and Pensions

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§5–207.

- (a) (1) The head of each principal unit shall appoint:
 - (i) a fair practices officer who:
 - 1. except as provided in paragraph (3) of this subsection, reports directly to the head of the unit; and
 - 2. is an assistant secretary or an employee of the unit with stature similar to that of an assistant secretary; and
 - (ii) an appropriate number of equal employment opportunity officers for the unit.
- (2) If necessary, the fair practices officer of a unit may also be the unit's equal employment opportunity officer.
- (3) The fair practices officer of the Department of State Police:
 - (i) shall be an expert in diversity issues and equal employment law, procedures, and practices;
 - (ii) shall report directly to the Secretary of State Police; and
 - (iii) may not be a sworn law enforcement officer.
- (4) All appointments under this subsection shall be made in accordance with position descriptions approved by the Secretary.
- (b) The Department shall provide training, assistance, and advice for equal employment opportunity officers and fair practices officers.
- (c) Each fair practices officer shall:
 - (1) implement the Program within the unit;
 - (2) investigate and, as appropriate, resolve complaints filed under § 5–211 of this subtitle; and
 - (3) coordinate activities of equal employment opportunity officers in the unit.
- (d) An equal employment opportunity officer shall:
 - (1) monitor all personnel actions adopted by the unit;

(2) attest that procedures consistent with this article, the Governor's Code on Fair Practices, and other State and federal equal employment opportunity laws were followed by the unit in taking a personnel action; and

(3) perform the duties assigned by the fair practices officer and any other duty required by this article.

(e) An appointing authority shall delay the effective date of any adverse personnel action that directly affects an equal employment opportunity officer for up to 45 days, pending review and resolution by the Coordinator.

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