

2022

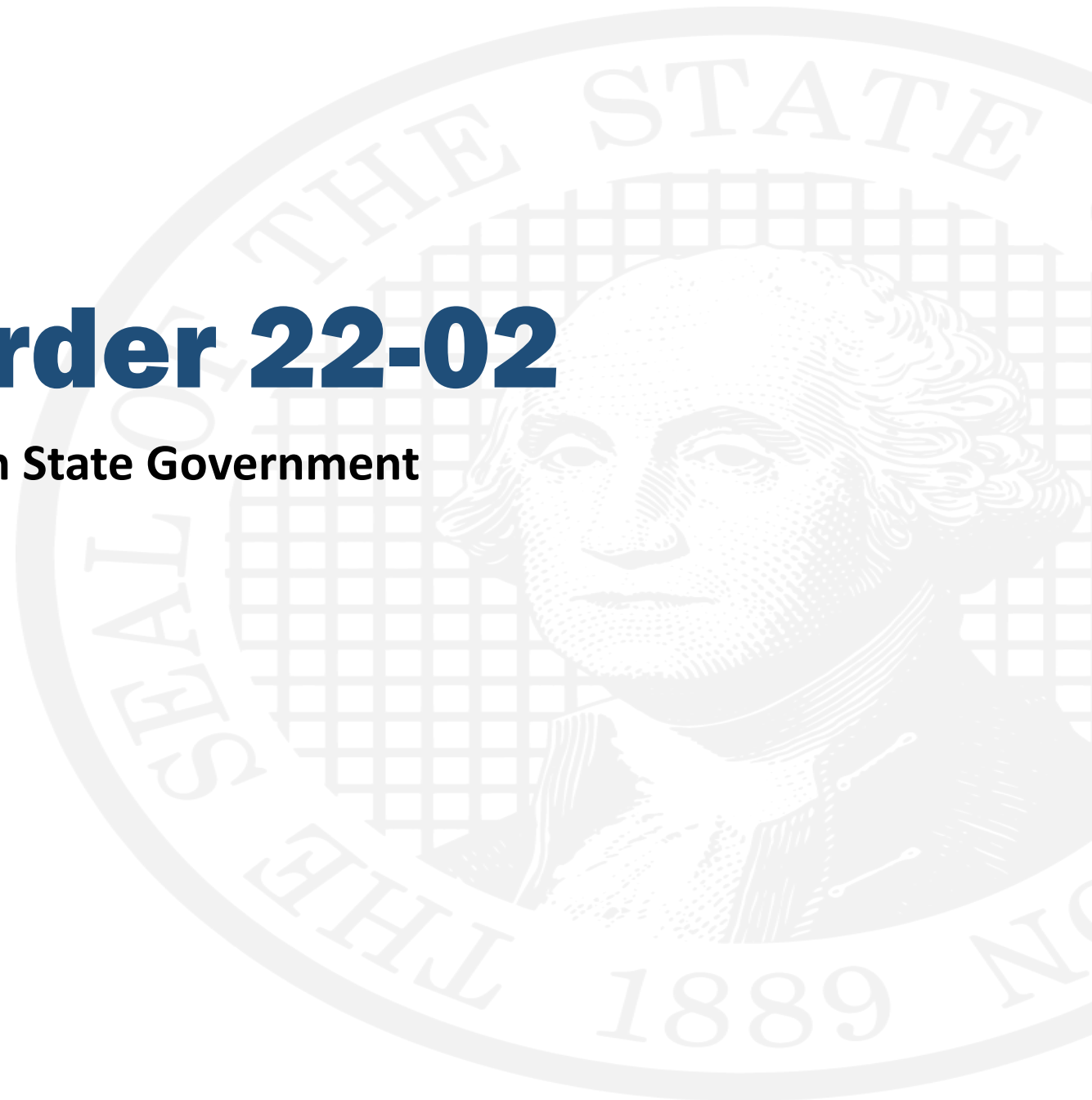
# Executive Order 22-02

**Achieving Equity In Washington State Government**

*WA State Human Resources*

**OFM**

OFFICE OF FINANCIAL MANAGEMENT



# Executive Order & SHR Directives

---

## [EO 22-02](#) Achieving Equity In Washington State Government

Public Employment – In 2020, State Human Resources (SHR) [Directives 20-02 and 20-03](#) were issued to all executive branch agencies. SHR Directive 20-02 requires all impacted agencies to: a) update or create diversity, equity, and inclusion (DEI) plans and procedures, b) train recruitment staff on mitigating bias in the job application process, c) set workforce diversity goals, d) conduct regular reviews of agency diversity data by leadership, e) develop pathways and connections with higher education, and f) review the diversity of candidate pools for past job opportunities. SHR Directive 20-03 requires all impacted agencies to create policies for: a) diversity, equity, and inclusion, b) respectful work environment, c) anti-discrimination, harassment, and sexual harassment, and d) reasonable accommodation.

- [HR Directive 20-02](#) Workforce Diversity Plans
- [HR Directive 20-03](#) Workforce Policies

# State HR Focus Areas

---

- 1) Review & evaluate each agency's response to SHR Directives 20-02 and 20-03.
- 2) Deliver a strategy to Gov. Inslee by October 2022 to address and dismantle oppressive systems and practices in the workplace.
- 3) Review and recommend updates to EO 13-02, Improving Employment Opportunities and Outcomes for People with Disabilities in State Employment.
- 4) Issue a directive to require all cabinet agency employees to complete DEI Training (Provided by DES).

## [EO 22-02](#) Achieving Equity In Washington State Government

2. Public Employment – All executive and small cabinet agencies will continue to follow SHR Directives 20-02 and 20-03. The Director of SHR will consult with the Office of Equity to deliver a report to me that reviews and evaluates each agency response to SHR Directives 20-02 and 20-03.

SHR will proactively address and dismantle oppressive systems and practices in the workplace and build new, equitable systems to achieve a workforce that is representative of the diversity of Washington and practices cultural humility. SHR will deliver to me a strategy to accomplish these objectives by October 2022.

SHR is further directed to: 1) in consultation with the Governor’s Committee on Disability Issues & Employment, review and recommend any updates to EO 13-02 to improve employment opportunities for individuals with disabilities with the State of Washington; and 2) issue a directive to require all cabinet agency employees to complete DES’s DEI training.

- [HR Directive 20-02](#) Workforce Diversity Plans
- [HR Directive 20-03](#) Workforce Policies
- [EO 13-02](#) Improving Employment Opportunities and Outcomes for People with Disabilities in State Employment.

# HR Directive 20-02

---

## [HR Directive 20-02](#) Workforce Diversity Plans

1. Update or create workforce diversity, equity and inclusion policies and procedures
  - [EO 12-02](#) Workforce Diversity and Inclusion
2. Train all recruitment staff on recognizing and mitigating implicit bias.
3. Develop and implement simple written standards for diversity data review.
4. Include agency and institutional executive leaders in the diversity data review.
5. Discuss opportunities to develop collaborative relationships between agencies and Washington state higher education institutions.

# Recognizing and Mitigating Implicit Bias Requirements

---

The training must address:

- a) Why implicit bias can be harmful to applicants, our agencies and institutions, and our communities, and
- b) Why a diverse and representative state workforce is beneficial for the people of Washington.

Resources:

- [Mitigating Implicit Bias in the Hiring Process](#) (4-hour Training provided by DES)
- Employer of Choice Committee publication on [Unconscious Bias in Hiring](#)

# HR Directive 20-03

---

## [HR Directive 20-03](#) Workforce Policies

- Diversity, equity and inclusion
- Respectful work environment
- Anti-discrimination, harassment and sexual harassment
- Reasonable accommodation

# FOR MORE INFORMATION:

Flora Estrada (she/her/hers)

Section Chief

Workforce Strategies

(360) 742-8569

[Flora.Estrada@ofm.wa.gov](mailto:Flora.Estrada@ofm.wa.gov)

**OFM**

OFFICE OF FINANCIAL MANAGEMENT

