



Interagency Committee of State Employed Women (ICSEW) Policy

Policy: 610

Policy Name: Agency Representation

PURPOSE

This policy provides direction to ensure open communication between ICSEW representatives and agency or institutional head (Secretary, Director, Administrator, etc.).

SCOPE

This policy applies to all participating state agencies and ICSEW representatives.

POLICY

The intent of this policy is to provide a process that ensures communication between ICSEW representatives and agency or institutional head (Secretary, Director, Administrator, etc.) to develop a mutual understanding of the responsibilities of each party relevant to the ICSEW. It is also intended to provide a process for ICSEW representatives to effectively fulfill their roles.

ICSEW representatives are required to maintain communication with their agency or institutional head (Secretary, Director, Administrator, etc.) or his/her designee. It is recommended that an executive briefing be prepared annually.

ICSEW representatives should schedule an annual meeting with their agency or institutional head (Secretary, Director, Administrator, etc.) or his/her designee.

ICSEW representatives should develop a means of communication with their agency and their agency or institutional head or his/her designee for the purpose of ICSEW activity briefings and executive guidance.

RELEVANT LAW AND OTHER RESOURCES

Executive Order 16-04 supersedes the Executive Order 89-09 reaffirming the Interagency Committee of State Employed Women (ICSEW).

ICSEW Bylaws

610.1 – Agency Representation Procedure