

DEPARTMENT OF BENEFIT PAYMENTS

744 P Street, Sacramento 95814

'916) 322-4134



March 24, 1976

ALL-COUNTY LETTER NO. 76-54

TO: ALL COUNTY WELFARE DIRECTORS

OBSOLETESuperseded by ACL #77-15
Issued 3-17-77

SUBJECT: ESTABLISHMENT OF A CIVIL RIGHTS FUNCTION BY COUNTY WELFARE DEPARTMENTS

REFERENCE:

I recognize that county welfare departments have established Civil Rights Programs, have adopted and are implementing affirmative action plans and that significant achievements have been made under these programs. I am sure that both of us recognize that additional effort is needed. To further the Civil Rights Program and aid you in its implementation, the Director of Benefit Payments issued a policy statement which was part of the 1975-1976 California Welfare Civil Rights Program. This statement included reference to the establishment of a civil rights function at each welfare department.

"Each welfare department will be required to establish a civil rights function at such level and with such authority and responsibility as may be necessary to carry out the program."

Subsequently, regulations were developed which will require county welfare departments to establish a civil rights function.

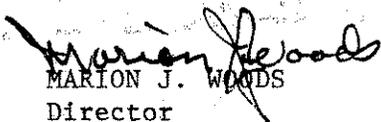
Accordingly, the following information about your civil rights function is requested:

1. The name, working title, level or civil service classification, telephone number and address of the person responsible for the administration of the Civil Rights Program.
2. A statement of the resources in terms of occupational level and placement of all staff assigned to this function.
3. A brief statement explaining the functions, roles and interrelationships of the Civil Rights Program Manager and his or her staff with the directorate, managers, supervisors, employees and recipients indicating their respective involvement in the Civil Rights Program.

The above information should be provided no later than May 14, 1976.

Correspondence should be directed to Department of Benefit Payments, Office of Civil Rights, M/S 12-94, 744 P Street, Sacramento, California 95814.

Sincerely,


MARION J. WOODS
Director

cc: CWDA