

(1) for each fiscal year, submit to the Governor by the following January 1 an annual report about the activities that the department or unit undertook in that year to implement the Program, including:

- (i) personnel practices within the department or unit; and
 - (ii) relations with other units of State government; and
- (2) provide a copy of the annual report to:
- (i) the Coordinator; and
 - (ii) the Maryland Human Relations Commission.]

5-207.

(A) (1) THE HEAD OF EACH PRINCIPAL UNIT SHALL APPOINT:

(I) A FAIR PRACTICES OFFICER WHO:

- 1. 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) 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 ~~PROVIDE ASSISTANCE AND ADVICE TO~~ 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) ~~IF APPROPRIATE,~~ 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