

State of Michigan  
Administrative Guide to State Government

**1610.01 Non-Discrimination**

Issued: January 1, 1994

Revised: March 22, 2012

**SUBJECT:** Non-Discrimination.

**APPLICATION:** Executive Branch Departments and Sub-units.

**PURPOSE:** To describe general duties of Executive Branch Departments and Sub-units with regard to non-discrimination.

**CONTACT AGENCY:** Michigan Department of Civil Rights (MDCR)

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**SUMMARY:** Executive Branch Departments and Sub-units must be aware of applicable civil rights laws and must acquaint their employees with the same. They are required by rule to post the Department of Civil Rights' equal opportunity poster in a location where it can readily be seen by employees.

Executive Order 2008-22 establishes the State Equal Opportunity and Diversity Council, which the department chairs. Through the Council the department reviews and recommends policies and procedures to assure compliance by state departments and agencies with equal employment opportunity requirements, equal contracting opportunity requirements, and related state and federal laws and regulations; and reviews and evaluates state personnel rules, policies and procedures, recruitment and retention efforts, and career development programs affecting employees in the classified service to assure a commitment to equal opportunity, diversity and inclusion. The Executive Order requires all departments, committees, commissioners or officers of this state to provide any necessary assistance and any books, records or documents requested by the department or Council.

The Department of Civil Rights also is responsible for the state's contract review program (see Administrative Guide Procedure 1630.01) and business certification program (see Administrative Guide Procedure 1640.01).

The department's regulatory activities are in response to complaints which may be initiated by claimants, the department or the Michigan Civil Rights Commission. As part of its enforcement efforts, the department accepts and investigates complaints of unlawful discrimination and, where it is found, seeks legal remedies through conciliation and hearings. Its business and community affairs colleagues work to ensure voluntary compliance with anti-discrimination guarantees in a variety of settings (e.g., schools, the workplace, neighborhoods) and engage in efforts to prevent discrimination through education and voluntary compliance.

The department makes available a number of pamphlets and brochures explaining Michigan's civil rights laws. All such material is published on the Department of Civil Service website at [www.michigan.gov/mdcr](http://www.michigan.gov/mdcr).

References:

Michigan Constitution of 1963, Article 1, § and Article 5, § 29.

Administrative Board Resolutions adopted January 24, 1967; April 16, 1968; March 18, 1975; and April 21, 1992; as amended.

Public Act 220 of 1976, as amended.

Public Act 453 of 1976, as amended.

Public Act 112 of 1988.

Public Act 258 of 1992.

Executive Order 2008-22.

Michigan Civil Rights Commission "Assessment of the Impact of Proposal 06-02" adopted March 7, 2007.

APPLICABLE FORMS: None.

PROCEDURES:

Contact Agency.

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