




Title Executive Order INF 7-1(AEO) "Rescission of Executive Orders and Policies"	Document Code No. INF 7-1 (AEO)
Department/Issuing Agency County Executive Office	Effective Date March 2, 1990
Approved  2/20/90	

WHEREAS, a new system for the development and maintenance of policies and procedures was implemented, effective July 1, 1987, in Executive Policies INF7-1A through INF7-1G (A-EP); and

WHEREAS, all directives, policies/procedures and orders which were in effect previous to July 1, 1987 have been reviewed and those which should remain in effect have been identified and will be rewritten to conform to the new system formats;

Now, therefore, I, Tim Hill, King County Executive, do order that all Executive Policies/Procedures, Orders and Directives issued previous to July 1, 1987 and not designated to be rewritten and retained, be listed in numerical order and rescinded.

FURTHERMORE, I order that the following Executive orders and Executive Policies remain in effect while they are being rewritten for inclusion in the current policy/procedure system:

- ACO-5 Delegation of Signature Authority for Riverbank Participation Program
- JDC-1 Inquest Procedures
- 3053 Budget Revisions
- 3066 Institution of Financial Policy for Management and Monitoring of Grants
- 3071-R Delegation of Signature Authority to Certain Directors and Managers

Dated this 20th day of February 1990


 King County Executive

Attest:

 Manager, Records and Elections Division

History and Index of Executive Policy SystemsNovember 1968-88

The County Charter was adopted in November of 1968. The first County Executive was John Spellman, an ex-Commissioner, elected on March 11, 1969.

The first Executive Policy System consisted of 3 levels; Executive Orders numbered consecutively beginning with 1000, Executive Directives numbered consecutively beginning with D-100, and Executive Orders numbered consecutively beginning with #100.

- Executive Orders ran from #1000 to #1091, when all 1000 series numbers were rescinded by Executive Order 2000.
- The 2000 series began on August 15, 1973. This series continued to #2088, at the end of Spellman's tenure.
- In January 1981, Ron Dunlap replaced John Spellman as County Executive. On January 16, 1981, Dunlap's office issued policy #3089. This policy reviewed the existing 2000 series, listed those policies which were to remain in effect, and renumbered them as 3000 series; e.g., 2021 became 3021. The 3000 series numbers continued to #3097 in June of 1981.
- On November 22, 1981, Randy Revelle became County Executive and issued Executive Orders starting with #4000. He neither rescinded nor reissued previous orders. The 4000 series ran through Feb. 22, 1983 and ended with document #4009.
- On August 13, 1983, the numbering system changed to a functional alphanumeric system managed by the Records Management Section of DEA.
- Tim Hill was elected to office in January, 1986. He continued the alphanumeric system until July 1, 1987 when he implemented a comprehensive directive system for the entire Executive Branch. This system is also maintained by the Records Management Section and covers Executive Policies and Orders, Public Rules, Administrative Policies and Department Policies.
- All previous Executive Orders, Policies, Procedures and Directives were unofficially rescinded Sept. 30, 1987, in an implementation memo issued by Tim Hill. The memo stated that all listed documents not reissued by September 30, 1987, would be rescinded.

The attached Executive Order and Index is a complete listing and an official rescission of all Executive Directives prior to the new Policy System.

A complete set of directives is maintained in the Policy Document Center in the Records Management Section.

The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center.

Doc. #	Title	Date	Executive
100	County Vehicles Identified By County Insignia	None	Spellman
101	Definition of Insubordination with Regard to Executive Orders	None	Spellman
	Revised	5/5/69	Spellman
102	County Council Communications	None	Spellman
103	Requests for Opinions of the Prosecuting Attorney	None	Spellman
104	Public Information Announcements	None	Spellman
105	Correspondence from Citizens Requiring Response from Executive Departments for Executive Signature	None	Spellman
106	Personnel Administration Practices	12/4/69	Spellman
107	Solicitation of County Employees	3/27/70	Spellman
108	Contingent Fees for Contract or Bid Awards	4/9/70	Spellman
109	Clarifies Employee Activities and Use of Public Property	12/16/70	Spellman
110	Employees' Participation in Public Offices	12/71/71	Spellman
111	New Careers	9/10/73	Spellman

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EXPOLOUT

DIRECTIVE ORDER DOCUMENT OUTLINE

The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center.

Doc. #	Title	Date	Executive
100-D	Statement of the Agency's Program Goals	None	Spellman
101-D	Correspondence with the Council	None	Spellman
102-D	Telephone Answering Courtesy - Contrex Telephone System	None	Spellman
103-D	10% Cut in Operations and Maintenance Budget	5/26/69	Spellman
104-D	Recall and Evaluation of Surplus County Vehicles	7/1/69	Spellman
105-D	Inter-Departmental Transfer of County Employees' Retention of Accrued Sick Leave and Vacation Credits	7/15/69	Spellman
106-D	Justification for Filling Vacant Personnel Positions	9/30/69	Spellman
107-D	Minority Employment In King County Government	1/30/70	Spellman
108-D	Directs Budget and Accounts to Transfer Funds to City of Bellevue	3/17/70	Spellman
109-D	Forward Thrust Bond Election - Speaking Engagements and Speakers	3/27/70	Spellman
110-D	Transfer Funds for City of Bellevue to Assume Responsibility for Acquisition and Development of Main Street from 140th NE to 164th NE	4/22/70	Spellman
111-D	Transfer of Funds to City of Bellevue for Acquisition and Development of Lake Sammamish Bulge Park, Res. 34571	4/22/70	Spellman
112-D	Regards Use of County Vehicles During Vacation or Business Trip	5/21/70	Spellman
	Superseded by FES-1	10/24/85	Revelle

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 DIROUT

DIRECTIVE ORDER DOCUMENT OUTLINE

The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center.

Doc. #	Title	Date	Executive
113-D	Council Auditors' Relations with Executive Departments and Administrative Offices	9/70	Spellman
114-D	Utilization of County-Owned Vehicles Superseded by FES-1	11/16/70 10/24/75	Spellman Revelle
115-D	LEFF Act Medical Claims Procedure	None	Spellman
116-D	Employee Orientation	8/23/71	Spellman
117-D	System of Employee Development	8/12/71	Spellman
118-D	Affirmative Action Plan	6/5/73	Spellman
D-119	Applicant Certification	6/8/73	Spellman
D-120	Conservation of Energy	9/7/73	Spellman
	Revised per D-120 and D-122	2/14/79	Spellman
D-121	After-hours Use of Courthouse and Administration Building	11/8/73	Spellman
D-122	Conservation of Energy	11/14/73	Spellman
	Revised per D-120 and D-122	2/14/79	Spellman
D-123	Energy Allocation System	2/5/74	Spellman
D-124	Bellevue to Assume Responsibility For Acquisition and Development of 148th SE and NE from SE 28th to NE 8th	2/20/74	Spellman
D-125	Signature Authorization for Headstart Contracts	2/27/74	Spellman
D-126	Pooling of County Vehicles	3/13/74	Spellman
	Superseded by FES-1	10/24/85	Revelle

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Doc. #	Title	Date	Executive
D-127	Change Order Policy and Procedures	1/15/75	Spellman
D-128	Travel Requests Supersedes Executive Order 2022	11/15/75	Spellman
D-129	Medical Evaluation of Job Applicants	11/20/75	Spellman
D-130	Affirmative Action Instructions for County Construction Projects	3/10/76	Spellman
D-131	HUD Community Development Program - Signatures	2/16/77	Spellman
D-132	HUD 701 Comprehensive Planning Assistance Administrator	4/1/77	Spellman
D-133	Medical Evaluation of Job Applicants	9/12/77	Spellman
D-134	Fuel Efficiency in County Fleet Operations	1/4/79	Spellman
D-135	Historic Preservation Review of County Projects	6/5/79	Spellman
D-136	Fuel Conservaiton Superseded by FES-1	6/21/79 10/24/85	Spellman Revelle
D-137	Transfer of Funds for City of Bellevue to Assume Responsibility for Acquisition and Development of Northrup Way from 108th Ave NE to 120th Ave NE	10/10/79	Spellman
D-138	Transfer of Funds for Parks in Unincorporated Areas near Kent - City of Kent to Assume Responsibility for Acquisition and Development of Park	4/9/80	Spellman
D-139	County Cars/Drivers License	4/17/80	Spellman

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DIROUT2

DIRECTIVE ORDER DOCUMENT OUTLINE

The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center.

Doc. #	Title	Date	Executive
D-140	Inclusion of Indirect Costs in Budgets for Grant-Funded Programs	8/22/80	Spellman
D-141	King County Quick Copy Center	12/4/80	Spellman
D-400	Compensatory Time Policy	6/11/82	Dunlap
	Superseded by PER-3	7/29/85	Revelle

EXECUTIVE ORDER DOCUMENT OUTLINE

The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center

Doc. #	Title	Date	Executive
1000	Establishes Temporary Office of Inquest	No Date	Spellman
1001	Establishes Temporary Department of Health Medical Examiner	No Date	Spellman
1002	Continues Planning Commission 120 Days	5/69	Spellman
1003	Reaffirms Equal Opportunity Policy for KC Citizens and Employees	5/69 Rev. 8/27/70	Spellman
1004	Restricts Hiring While Personnel System Is Established		Spellman
1005	Names Acting Directors Pending Confirmation of Permanent Appointments	No Date	Spellman
1005 Rev.	Names Permanent Directors	4/16/71	Spellman
1006	Restricts Travel Expenditures	5/1/69 Rev. 5/5 & 5/20/71	Spellman
1007	Directs Administrative Officer To Standardize County Stationery	No date	Spellman
1008	Establishes Executive Finance Committee	Rev. 12/22/71	Spellman
1009	Directs County Administrative Officer to Institute Automated Revenue Reporting System	No Date	Spellman
1010	Control of Capital Improvements	5/1/69	Spellman
1011	Directs County Administrative Office To Control Capital Expenditures By Pre-Audit of Budgeted Appropriations	5/1/69	Spellman
1012	Establishes KC Vehicle Review Committee	No Date	Spellman
1013	Forbids Drinking By KC Staff During Working Hours; Forbids Possession of Alcoholic Beverages On County Property	5/6/69	Spellman
1014	Directs County Administrative Officer To Review Expenditures For 15 Budgets	5/7/69	Spellman
1014A	Directs County Administrative Officer To Approve/Disapprove Public Works Expenditures. Superseded by 1072	12/11/69 6/30/71	Spellman "

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Doc. #	Title	Date	Executive
1015	Freezes Capital Expenditures Through 7/30/69	5/26/69	Spellman
1016	Directs KC Executive Branch To Withhold Requests for Emergency Appropriations	5/26/69	Spellman
1017	1969 Budget Allocations	6/13/69	Spellman
1018	Appoints & Delegates Executive Powers and Duties To Deputy County Executive	6/17/69	Spellman
1019	Adopts County Executive's Seal	6/25/69	Spellman
1020	Prescribes Titles of Chief Officers of Executive Departments	6/30/69	Spellman
1021	Establishes KC Labor Negotiating Team Superseded 8/12/70	7/1/69	Spellman
1022	Establishes Division of Property Mgmt. To Be Staffed With Reassigned Public Works Personnel	7/1/69	Spellman
1023	Vests Acting Director of Public Safety as Sheriff with all Duties and Powers of General Law Enforcement	7/3/69 Rev. 10/5/70	Spellman Spellman
1024	Transfers Coroner's Budget	7/16/69	Spellman
1026	Defines Director of Records and Elections Responsibilities	9/29/69	Spellman
1027	Assigns Director of Records & Elections To Execute Washington Clean Air Act	1/24/69	Spellman
1028	Clarifies Inquest Officer Powers/Duties	12/5/69	Spellman
1029	Assigns County Administrative Officer To Review All Requests To Call For Bids	12/11/69	Spellman
1030	Authorizes Manager of Property Management Division To Sign Deed Acceptance Forms	12/11/69	Spellman
1031	Authorizes Director of Department of Public Works To Sign Certain Bonds and Agreements	12/11/69	Spellman

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Doc. #	Title	Date	Executive
1032	Appoints Donald A. Damgaard Acting Administrator of Veteran's Aid Bureau	1/5/70	Spellman
1033	Consolidates and Centralizes Justice Court Probation and Parole Svcs.	1/8/70	Spellman
1034	Establishes Election Revolving Fund	1/14/70	Spellman
1035	Appoints Acting Deputy County Executive 1-18-70 through 1-21-70	1/16/70	Spellman
1036	Establishes Probation Subsidy Fund	1/23/70	Spellman
1037	Appoints Leo Sowers Manager of Veteran's Aid and Inquest Officer	1/26/70 Rev. 1/29/70	Spellman
1038	Creates Temporary Solid Waste Disposal Operating Fund	1/29/70	Spellman
1039	Establishes KC Youth Corps School and General Administration Fund	1/29/70	Spellman
1040	Directs KC Staff and Elected Officials to File Board of Ethics Disclosure Stmts.	1/30/70	Spellman
1041	Establishes Compulsory Retirement Review Committee	2/3/70	Spellman
1042	Appoints Capital Improvement Committee Members	2/4/70 Rev. 2/9/70	Spellman
1043	Establishes Purchasing Stores Revolving Fund	2/4/70	Spellman
1044	Delegates Executive's Authority To Sign KC Fair Exhibitor Agreements	3/4/70	Spellman
1045	Establishes Radio Communications Planning and Coordination Advisory Committee	3/9/70	Spellman
1046	Establishes Sea-King Alert System Coordinating Council Advisory Committee	3/9/70	Spellman

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Doc. #	Title	Date	Executive
1047	Collection/Deposit of Fees From Special Permits to the Current Expense Fund	3/9/70	Spellman
1048	Title Change of Division Chief (Office of Budgets and Accounts)	3/9/70	Spellman
1049	Establishes Veterans Advisory Board To Veterans Aid Bureau	3/9/70	Spellman
1050	Transfers Funds from Harborview Medical Center Construction Fund to the Current Expense Fund	4/22/70	Spellman
1051	Authorizes Reimbursement of Funds from Various KC Agencies to the Office of Property and Purchases	4/29/70	Spellman
1052	Procedures for Requests for Budget Adjustments to Salary and Wage Accounts	6/29/70	Spellman
1053	Establishes Bid Award Board	6/12/70	Spellman
1054	Appoints Joseph L. McGavick Acting Deputy Executive 6/17/70-6/21/70	6/12/70	Spellman
1055	Appoints Leo Sowers Clerk of the Board of Equalization	6/30/70	Spellman
1056	Abolishes KC Automotive Center; creates Special Revenue Fund for parking receipts	7/8/70	Spellman
1057	Appoints Joseph L. McGavick Acting Deputy Executive 7/25-7/30/70	7/24/70	Spellman
1059	Establishes KC Labor Negotiating Team	8/12/70	Spellman
1060	Temporary Public Works Permits For Removing Sand, Gravel, and Rock	9/2/70	Spellman
1061	Authorizes Manager of Property Management To Sign Monthly Rental Agreements to \$150 and Less	10/7/70 Rev. 11/16/70	Spellman

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The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center.

Doc. #	Title	Date	Executive
1062	Appoints Joseph McGavrick Deputy Director with Authority to Integrate and Automate Revenue/Finance and Budget/Accounting	12/21/70 Cancelled 4/21/71	Spellman
1063	Competitive Bids w/Firms Licensed In Washington State	12/30/70	Spellman
1064	1971 Budget Guidelines	3/9/71	Spellman
1065	Organizational Realignment Guidelines	2/1/71	Spellman
1066	Appoints Joseph L. McGavrick County Administrator Responsible for Automated Accounting System; Cancels Order #1062	4/2/71	Spellman
1067	Abolishes Bid Award Board; Rescinds Order #1053.	4/13/71	Spellman
1068	Authorizes Director of Finance To Issue/Administer Peddler License	5/19/71	Spellman
1069	Establishes County Vehicle Accident Review Board	5/10/71	Spellman
1070	Directs Manager of Records and Elections To Establish A Records Management Program	6/7/71	Spellman
1071	Delegates Authority To Settle Claims Against County of Less Than \$500	6/30/71	Spellman
1072	Authorizes Director of Public Works to Approve Funds Disbursements For Public Works Contracts	6/30/71 Supersedes Order #1014A	Spellman
1073	Appoints Thomas Ryan Acting Deputy Executive 7/7/71-7/30/71	7/6/71	Spellman
1074	Requires Review of All Grant Applications By County Administration Grant Coordinator	8/12/71 Rev. 12/13/71	Spellman
1075	Uniform Procedures for Newly Requested Positions	8/12/71	Spellman
1076	Review of KC Capital Improvement Projects By the Design Commission	8/12/71	Spellman

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Doc. #	Title	Date	Executive
1077	Establishes Mandatory Inquest In All Deaths of Law Enforcement Personnel	8/12/71	Spellman
1078	Authorizes Department of Planning to Approve/Deny "Shoreline Management Act of 1971" permits	8/26/71	Spellman
1079	Appoints Robert Bratton Deputy County Executive. Rescinds Order #1018	9/1/71	Spellman
1080	Uniform Procedure of the Administration of Leave Benefits	11/24/71	Spellman
1081	Freezes Capital Expenditures	11/23/71	Spellman
1082	Service Award System	2/23/72	Spellman
1083	Transfers Selected Public Works Personnel to Office of Budgets and Accounts	3/23/72	Spellman
1084	Establishes Standards for KC Board of Equalization Members	4/4/72	Spellman
1085	Guidelines for 1972 Operating Budget Supersedes 1064	4/18/72	Spellman
1086	Appoints Thomas Ryan Acting Deputy County Executive 6/24-6/29/72	6/22/72	Spellman
1087	Appoints Thomas Ryan Acting Deputy County Executive 7/11-7/13/72	7/10/72	Spellman
1088	Establishes KC Labor Negotiating Team Supersedes 1059	7/19/72	Spellman
1089	Appoints Ralph Dillon Acting Director of Records and Elections	8/1/72	Spellman
1090	Disposition of Claims Against County - Under \$500.00	10/6/72	Spellman
1091	Procedures for Public Works Contracts	12/1/72	Spellman

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Doc. #	Title	Date	Executive
<u>Pre-1983</u>			
2000	Rescinds Previous Orders (1000-1091)	8/15/73	Spellman
2001	<u>Equal Employment Opportunity</u>	8/15/73	Spellman
3001	Reissued per 3089		
3001R	Revised	8/31/77	Spellman
2002	<u>Assignment of County Property</u>	8/15/73	Spellman
3002	Reissued per 3089	1/16/81	Dunlap
2003	<u>County Executive Seal and Deputization</u>	8/15/73	Spellman
3003	Reissued per 3089	1/16/81	Dunlap
2004	<u>Titles and Duties of Chief Officers</u>	8/15/73	Spellman
2004A	Revision of 2004	1/15/75	Spellman
3004A	Reissued per 3089	1/16/81	Dunlap
2005	<u>Canvassing Board Elections</u>	8/15/73	Spellman
3005	Reissued per 3089	1/16/81	Dunlap
ELE-1	Supersedes 2005 (Should read 3005)	10/18/84	Revelle
2006	<u>Office of Records and Elections Responsibilities</u>	8/15/73	Spellman
	Allowed to Expire per 3089	1/16/81	Dunlap
2007	<u>Probation Subsidy Fund</u>	8/15/73	Spellman
	Allowed to expire per 3089	1/16/81	Dunlap
2008	<u>Purchasing Stores Revolving Fund</u>	8/15/73	Spellman
	Allowed to expire per 3089	1/16/81	Dunlap
2009	<u>King County Fair Exhibitor Agreement</u>	8/15/73	Spellman
3009	Reissued per 3089	1/16/81	Dunlap
2010	<u>Sea-King Alert System Coordinating Council</u>	8/15/73	Spellman
	Allowed to expire per 3089		

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Doc. #	Title	Date	Executive
2011	<u>Local Preference in Contract Awards</u>	8/15/73	Spellman
3011	Reissued per 3089	1/16/81	Dunlap
2012	<u>CAO Contracting Authority</u>	8/15/73	Spellman
	Rescinded by 2071	4/17/78	Spellman
2013	<u>Records Management Responsibilities</u>	8/15/73	Spellman
	Allowed to expire per 3089	1/16/81	Spellman
2014	<u>Design Commission Responsibilities</u>	8/15/73	Spellman
	Superseded by 2081	1/31/79	Spellman
3014	Reissued per 3089	1/16/81	Dunlap
2016	<u>Deputy County Executive</u>	8/15/73	Spellman
3016	Reissued per 3089	1/16/81	Dunlap
(3090)	Rescinded by 3090	1/16/81	Dunlap
2017	<u>Service Awards System</u>	8/15/73	Spellman
	Allowed to expire per 3089	1/16/81	Dunlap
	Rescinded by 2048	6/5/74	Spellman
2018	<u>Board of Equalization, Conflict of Interest</u>	8/15/73	Spellman
3018	Reissued per 3089	1/16/81	Dunlap
2019	<u>Labor Negotiating Team</u>	8/15/73	Spellman
3019	Reissued per 3089	1/16/81	Dunlap
(PER-2)*	(Labor Relations Policy - Does NOT rescind 3019)	7/29/85	Revelle
2020	<u>Claims Disposition Responsibility</u>	8/15/73	Spellman
	Allowed to expire per 3089	1/16/81	Dunlap

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 DOCOUT7

EXECUTIVE ORDER DOCUMENT OUTLINE

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Doc. #	Title	Date	Executive
2021	<u>Public Works Disbursements For Substantial Completion</u> Rescinded by 2071	8/15/73 4/17/78	Spellman Spellman
2022	<u>Travel Reimbursement Restrictions and Procedures</u>	8/15/73	Spellman
3022	Reissued per 3089	1/16/81	Dunlap
	Superseded by D-128	11-05-75	Spellman
	Superseded by FIN-1	11-16-83	Revelle
2023	<u>Executive Finance Committee</u>	8/15/73	Spellman
3023	Reissued per 3089	1/16/81	Dunlap
2024	<u>Audit of Legal Instruments</u>	8-15-73	Spellman
3024	Reissued per 3089	1/16/81	Dunlap
2024	<u>Audit of Legal Instruments</u>	8/15/73	Spellman
3024	Reissued per 3089	1/16/81	Dunlap
2025	<u>Deed Acceptance Signatures</u> Rescinded by 2071	8/15/73 4/17/78	Spellman Spellman
2026	<u>Signature Authorization</u> Rescinded by 2071	8/15/73 4/17/78	Spellman Spellman
2027	<u>Request for Salary Adjustment</u> Allowed to expire per 3089	8/15/73 1/16/81	Spellman Dunlap
2028	<u>Signature Authorization</u> Rescinded by 2071	8/15/73 4/17/78	Spellman Spellman
2029	<u>Organization Change Restriction</u>	8/15/73	Spellman
3029	Reissued per 3089	1/16/81	Dunlap
2030	<u>Public Works Contracts Disbursements</u> Rescinded by 2071	8/15/73 4/17/78	Spellman Spellman

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Doc. #	Title	Date	Executive
2031	<u>New Position Request</u>	8/15/73	Spellman
3031	Reissued per 3089	1/16/81	Dunlap
2032	<u>Procedure for Administration of Leave Benefits</u>	8/15/73	Spellman
3032	Reissued per 3089	1/16/81	Dunlap
2033	<u>Budget Revisions</u>	8/15/73	Spellman
	Allowed to expire per 3089	1/16/81	Dunlap
2034	<u>Acting Medical Examiner</u>	7/18/73	Spellman
	Allowed to expire per 3089	1/16/81	Dunlap
2035	<u>Copying of Public Records</u>	8/22/73	Spellman
3035	Reissued per 3089	1/16/81	Dunlap
2036	<u>Policy on Alcoholism</u>	10/3/73	Spellman
3036	Reissued per 3089	1/16/81	Dunlap
2037	<u>Maximum Speed of County Vehicles</u>	11/8/73	Spellman
2037B	Recission of 2037 to 55 mph	2/14/79	Spellman
3037B	Reissued per 3089	1/16/81	Dunlap
2038	<u>Deferred Compensation Plan</u>	1/3/74	Spellman
3038	Reissued per 3089		
2039	<u>Creation of Veterans' Boards</u>	1/30/74	Spellman
3039	Reissued per 3089		
2040	Acting Deputy County Executive	3/15/74	Spellman
2040R	Supersedes 2040 and 2042	6/27/77	Spellman
	rescinded by 2071	4/17/78	Spellman
204ORII	Rescinds and supersedes 2040R	8/17/78	Spellman
304ORII	Reissued per 3089	1/16/81	Dunlap
	Rescinds 304ORII per 3092	1/16/81	Dunlap
3092	Rescinded by 3092	1/16/81	Dunlap

INF7C4-1
 DOCOUT9

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The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center.

Doc. #	Title	Date	Executive
2041	<u>Signature Authority For Forfeiture Notices - Public Works</u> Rescinded by 2071	4/1/74 4/17/78	Spellman Spellman
2042	*(No Copy) Superseded by 2040R	6/27/77	Spellman
2043	<u>Performance Appraisal of Employees</u> Allowed to expire per 3089	4/17/74 1/16/81	Spellman Dunlap
2044	<u>Appointment of Acting Director-Budget & Prog. Dev.</u> Allowed to expire per 3087	1/16/81	Dunlap
2045	<u>Appointment of Acting Director of Judicial Administration</u> Allowed to expire per 3089	4/19/74 1/16/81	Spellman Dunlap
2046 3046	<u>Deferred Compensation Committee</u> Reissued per 3087 Rescinded per 3096	4/30/74 1/16/81 3/9/81	Spellman Dunlap Dunlap
2047 2047R	*(No copy) <u>Appointment - Deputy Council Executives- Emergencies</u>		
2047RII 2047RIII 3047RIII (3091)	*(No copy) Rescinds 2047RII Reissued per 3089 Rescinded by 3091	10/10/78 1/16/81 1/16/81	Spellman Dunlap Dunlap
2048 3048	<u>Service Awards System</u> (Also rescinds 2017) Reissued per 3089	1/16/81	Dunlap
2049	*No Record		
2050	<u>Duties of Manager of General Services re: Board of Equalization</u>	12/05/74	Spellman

EXECUTIVE ORDER DOCUMENT OUTLINE

The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center.

Doc. #	Title	Date	Executive
3050	Reissued per 3089	1/16/81	Dunlap
2051	*No Copy *No Record Rescinded by 2071	4/17/78	Spellman
2052 3052	<u>Use of County Property</u> *No Copy Reissued per 3089	4/10/75	Spellman
2054 3054	<u>Use of Standard Contract Form</u> Reissued per 3089	1/16/81	Spellman Dunlap
2055 3055	<u>Check Cashing For County Employees</u> Reissued per 3089	8/11/75 1/16/81	Spellman Dunlap
2056	<u>Revised Affirmative Action Plan</u> Allowed to expire per 3089 Reissued per 3095	10/3/75 1/16/81 3/9/81	Spellman Dunlap Dunlap
2057 3057	<u>Policy on Unclaimed Salary Warrants</u> Reissued per 3089	11/18/75 1/16/81	Spellman Dunlap
2058	<u>Emergency Declaration re: Flooding</u>	12/4/75 through 12/9/75	Spellman
2059 3059	<u>Motor Pool Parking</u> Reissued per 3089	12/16/75 1/16/81	Spellman Dunlap
2060	<u>Director of Stadium Administration</u> Rescinded by 2071	12/19/75 4/17/78	Spellman Spellman
2061	<u>Presentation to Retiring Police Officers</u> Reissued per 3089	6/14/76 1/16/81	Spellman Dunlap
2062 3062	<u>Energy Conservation</u> Reissued per 3089	7/29/76 1/16/81	Spellman Dunlap
2063 3063	<u>Minority Business Program</u> Reissued per 3089	11/17/76 1/16/81	Spellman Dunlap

EXECUTIVE ORDER DOCUMENT OUTLINE

The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center.

Doc. #	Title	Date	Executive
2064	<u>Advisory Agriculture Steering Committee</u> Allowed to expire per 3089	12/17/76 1/16/81	Spellman Dunlap
2065 3065	<u>Deferred Compensation Committee</u> Reissued per 3089	12/29/76 1/16/81	Spellman Dunlap
2067 3067	<u>County Environmental Impact Committee</u> Reissued per 3089	5/20/77 1/16/81	Spellman Dunlap
2068 3068	<u>Amendment of 2067</u> Reissued per 3089	8/24/77 1/16/81	Spellman Dunlap
2069 3069	<u>Centralized Printing Services</u> Reissued per 3089	12/14/77 1/16/81	Spellman Dunlap
2070 3070	<u>Exemptions to Purchase Order</u> Reissued per 3089	4/13/78 1/16/81	Spellman Dunlap
2071	<u>Rescinds Orders 2012, 2021, 2025, 2026, 2028, 2030, 2040R, 2041, 2051, 2060 and Directives D-125, D-131</u>	4/17/78	Spellman
2072 3072	<u>Annexation and Incorporation</u> Reissued per 3089	6/21/78 1/16/81	Spellman Dunlap
2073 3073	<u>Personal Property Inventory</u> Reissued per 3089	1/16/81	Spellman Dunlap
2074 3074	<u>Delegation of Auditing Powers</u> Reissued per 3089	8/9/78 1/16/81	Spellman Dunlap
2075 3075	<u>Housing Repair Agreements-Signatures</u> Reissued per 3089	9/27/78 1/16/81	Spellman Dunlap
2076 3076	<u>Interlocal Agreements-Signatures</u> Reissued per 3089	10/18/78 1/16/81	Spellman Dunlap

EXECUTIVE ORDER DOCUMENT OUTLINE

The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center.

Doc. #	Title	Date	Executive
2077	<u>Voter Registration/Deputy Registrars</u>	11/3/78	Spellman
3077	Reissued per 3089	1/16/81	Dunlap
	Superceded by ELE -2	10/18/84	Revelle
2078A	<u>Lobbyist Registration and Reporting Procedures</u>	2/21/79	Spellman
2078B	<u>Lobbying Reporting Procedures</u>	9/4/79	Spellman
3078B	Reissued per 3089	1/16/81	Dunlap
2079	<u>Building and Land Development Permit Process</u>	11/20/78	Spellman
	Rescinded by 2079	3/13/79	Spellman
3079	Reissued per 3089	1/16/81	Dunlap
	Rescinded by 3096	3/9/81	Dunlap
2080	<u>Coordination of Economic Development</u>	11/21/78	Spellman
3080	Reissued per 3089	1/16/81	Dunlap
2081	<u>Design Commission Responsibilities</u> (Supercedes 2014)	1/31/79	Spellman
3081	Reissued per 3089	1/16/81	Dunlap
2082	<u>Appointment of Acting Deputy County Executive</u> *No Copy	6/18/79	Spellman
2083	<u>Establishing King County Policy with regard to Affirmative Action in Consultant Contracts</u>	7/24/79	Spellman
3083	Reissued per 3089	1/16/81	Dunlap
2084	<u>Building Temperature Restrictions</u>	7/27/79	Spellman
3084	Reissued per 3089	1/16/81	Dunlap
2085	<u>Procedures Governing the Solicitation and Awarding of Professional and/or Technical Service Contracts</u>	11/21/79	Spellman
	*No Copy		
3085	Reissued per 3089	1/16/81	Dunlap
	Rescinded by 3096	3/9/81	Dunlap
2086	<u>Real Property Acquisition Procedures</u>	11/21/79	Spellman
3086	Reissued per 3089	1/16/81	Dunlap

EXECUTIVE ORDER DOCUMENT OUTLINE

The following is a listing of Executive Orders, Policies and Directives issued before 9-1-87. The policies are filed in chronological order in the Records Management Document Center.

Doc. #	Title	Date	Executive
2087	<u>Prohibiting Bidding by Consultants on Certain Construction or Supply Contracts</u>	5/1/80	Spellman
3087	Reissued per 3089	1/16/81	Dunlap
2088	<u>Prohibition Against the Appearance of Conflict in King County Purchases of Property or Property Rights of County Employees</u>	8/27/80	Spellman
3088	Reissued per 3089	1/16/81	Dunlap
3089	<u>Reissuance of 2000 Series of Policies as 3000 Series and the Expiration of Non-Current Policies</u>	1/16/81	Dunlap
3090	<u>Deputy County Executive</u> Rescinded by 4000	1/16/81 11/23/81	Dunlap Revelle
3091	<u>Succession Delegation</u> Rescinded by 4001	1/16/81 11/23/81	Dunlap Revelle
3092	<u>Appointment of Authority</u> Rescinded by 4005	1/16/81 5/14/82	Dunlap Revelle
3093	<u>Appointment of Acting Sheriff-Director</u>	1/29/81	Dunlap
3094	<u>Appointment of Sheriff Director</u> Reinforced by 4002	2/5/81 11/23/81	Dunlap Revelle
3095	<u>Reissuance of King County Affirmative Action Plan (3056)</u>	3/9/81	Dunlap
3096	<u>Rescinding 3046, 3079, and 3085</u>	3/9/81	Dunlap
3097	<u>Sexual Harassment</u> Superceded by PER-1	6/4/81 4/15/85	Dunlap Revelle

3098 through
 3099 were never issued. Revelle began issuing policies beginning with 4000.

EXECUTIVE ORDER DOCUMENT OUTLINE

The following is a listing of Executive Orders, Policies and Directives issued before 1-1-86. The index is arranged in numerical order; however the policies are filed in chronological order in the Records Management Document Center.

<u>Doc. #</u>	<u>Title</u>	<u>Date</u>	<u>Executive</u>
4000	<u>Appointment of Deputy County Executive</u> Rescinded by 4003	11/23/81 5/14/82	Revelle Revelle
4001	<u>Succession of Leadership</u> Rescinded by 4004	11/23/81 5/14/82	Revelle Revelle
4002	<u>Appointment of Sheriff-Director</u> Reinforces 3094	11/18/81	Revelle
4003	<u>Deputy County Executive</u>	5/14/82	Revelle
4004	<u>Succession of Leadership</u> Rescinded by 4008	5/14/82 2/22/83	Revelle Revelle
4005	<u>Acting Deputy Executive</u> Rescinded by 4009	5/14/82 2/22/83	Revelle Revelle
4006	<u>Signature Authorization for Housing</u> <u>Repair Agreement</u>	10/7/82	Revelle
4008	<u>Succession of Leadership</u> Rescinded by ACO-1	2/22/83 8/16/83	Revelle Revelle
4009	<u>Appointment of Acting Deputy Executive</u> Rescinded by ACO-1	2/22/83 8/16/83	Revelle Revelle

Revelle begins a new numbering system using the Records Classification and Coding System managed by Records Management.

ACO-1	<u>Delegated Line of Succession</u> Rescinded by ACO-4	8/16/83 2/28/86	Revelle Hill
ACO-2	<u>Delegation of Signature Authority</u> <u>for Rental Housing Rehabilitation Loans</u>	11/7/83	Revelle
ACO-3	<u>Ratification of Prior Executive Orders</u> <u>in Effect as of 12/31/85</u>	1/1/86	Hill
ACO-4	<u>Delegated Line of Succession</u>	2/28/86	Hill

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Doc. #	Title	Date	Executive
ELE-1	<u>Canvassing Board</u>	10/18/84	Revelle
ELE-2	<u>Voter Registration/Deputy Registrars</u>	10/18/84	Revelle
FES-1	<u>Use of King County Vehicles</u> Superceded by FES-2	10/24/85 9/26/86	Revelle Hill
FES-2	<u>Use of King County Vehicles</u>	9/26/86	Hill
FIN-1	<u>Travel and Living Expense Reimbursement</u>	11/16/83	Revelle
INF-1	<u>Executive Orders and Executive Policies/ Procedures Standards</u>	8/13/83	Revelle
INF-2	<u>Records Management Program</u>	7/29/85	Revelle
INF-3	<u>Disclosure of Public Records</u>	9/17/85	Revelle
INF-17-1	<u>Public Disclosure Reporting, Lobbying Activities</u>	1/1/87	Hill
JJS-1	<u>Youth Services Advisory Committee</u>	6/17/85	Revelle
PER-1	<u>Sexual Harassment</u>	4/15/85	Revelle
PER-2	<u>Labor Relations Policy</u>	7/29/85	Revelle
PER-3	<u>Compensatory Time</u>	7/29/85	Revelle
PER-4	<u>Compensatory Time/Overtime</u>	5/11/86	Hill
PER-18-2	<u>504 Implementation Hadicapped Rights</u>	2/27/87	Hill
PHL-1	<u>Control of Smoking in County Facilities and Vehicles</u>	5/2/84	Revelle
PHL-2	<u>Chemical Hazard Communication</u>	8/14/85	Revelle
RPM-1	<u>Leasing Office Space for County Agencies</u> Revised by RPM-2	11/6/84 12/19/86	Revelle Hill
RPM-2	<u>Office Standards for County Agencies</u>	12/19/86	Hill