



**DISTRICT OF COLUMBIA GOVERNMENT
OFFICE OF RISK MANAGEMENT**

Phillip A. Lattimore, III
Acting Chief Risk Officer

**D.C. OFFICE OF RISK MANAGEMENT
ADMINISTRATIVE ISSUANCE SYSTEM**

Administrative Order No. AO-11-03

Date: March 2, 2011

SUBJECT: Designation of Equal Employment Opportunity (EEO) Officer for the D.C. Office of Risk Management

ORIGINATOR: Phillip A. Lattimore III, Acting Chief Risk Officer

DISTRIBUTION: All ORM Employees

1. Purpose

The purpose for this Administrative Order (Order) is to inform employees of the D.C. Office of Risk Management (ORM) of the name of the individual within the ORM designated to serve as the Equal Employment Opportunity (EEO) Officer.

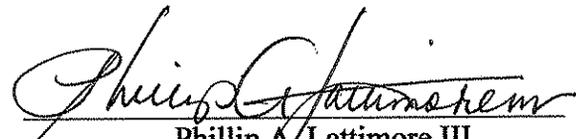
2. Appointment

Mareco Edwards, Insurance Program Officer, is hereby designated as the ORM EEO Officer/Counselor.

William C. Thomas, Program Analyst, is hereby designated as ORM's Assistant EEO Officer/Counselor.

3. Supersession - None

4. Effective Date: This Order is effective immediately.


Phillip A. Lattimore III
Acting Chief Risk Officer

Attachment: Acknowledgment Form



**DISTRICT OF COLUMBIA GOVERNMENT
OFFICE OF RISK MANAGEMENT**

Phillip A. Lattimore, III
Acting Chief Risk Officer

Acknowledgment Form – Agency Administrative Order

**Designation of New Equal Employment Opportunity (EEO) Officer for the
D.C. Office of Risk Management**

I acknowledge that I have received a copy and reviewed ORM Administrative Order No. 11-03, *Designation of New Equal Employment Opportunity (EEO) Officer for the D.C. Office of Risk Management*, dated February 25, 2011.

I understand that I should direct any questions regarding this ORM Administrative Order to my immediate supervisor, or to the ORM General Counsel.

Employee's Printed Name

Employee's Signature

Date

Distribution:

Copy to Employee; Copy to ORM HR Advisor