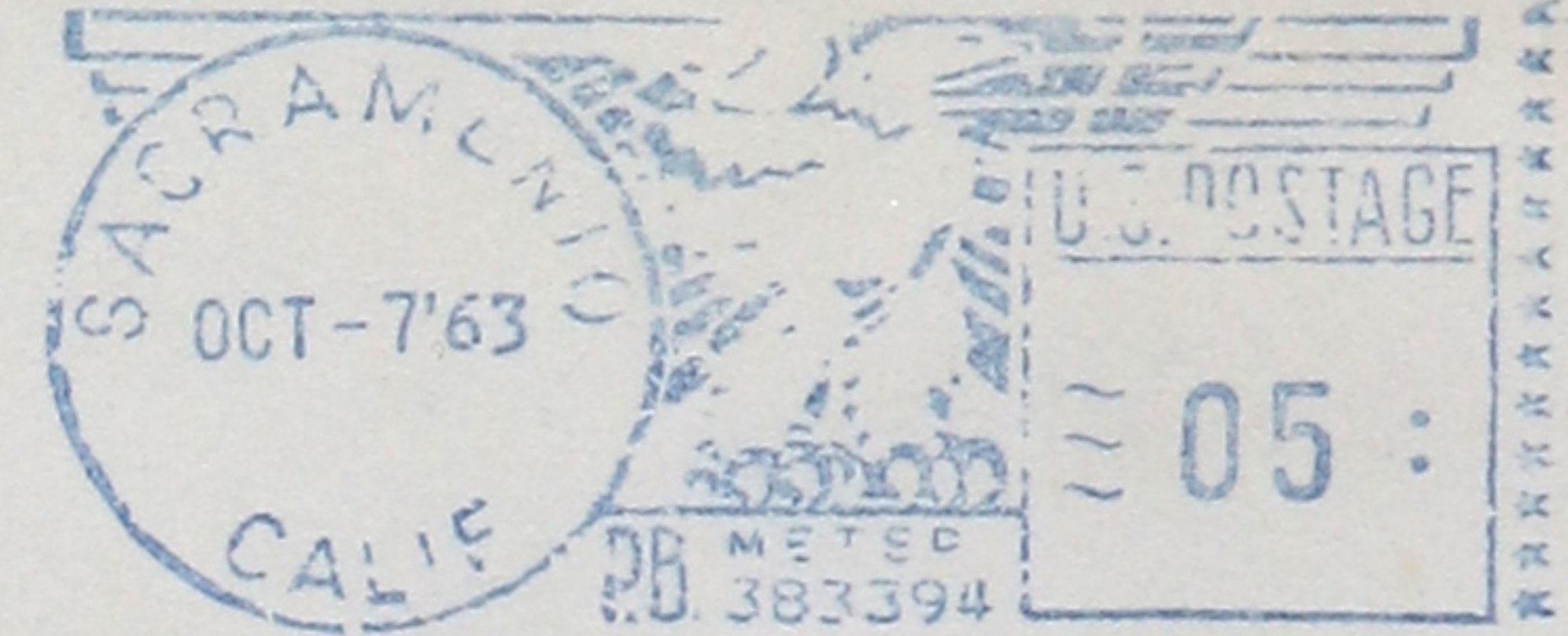
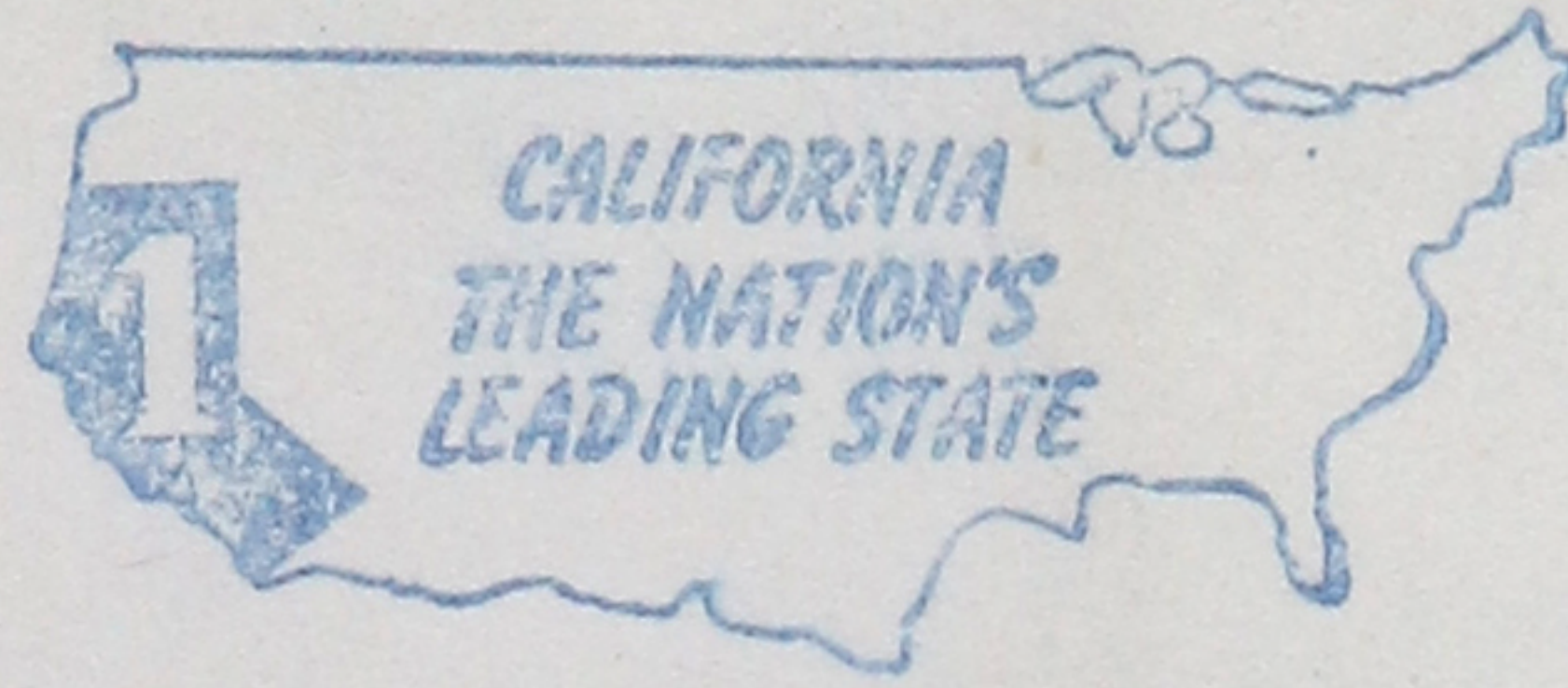


State of California

GOVERNOR'S OFFICE

SACRAMENTO, CALIFORNIA 95814



The Honorable Kimiko Fujii
Fujii Company, Inc.

[REDACTED]
Hayward, California



EDMUND G. BROWN
GOVERNOR

State of California

GOVERNOR'S OFFICE
SACRAMENTO 14

October 7, 1963

The Honorable Kimiko Fujii
Fujii Company, Inc.

Hayward, California

Dear Miss Fujii:

Because you hold an important position in California state government, I am sending you a copy of my Code of Fair Practices and asking you to lend your support to its implementation in every possible way.

I hope you will have an opportunity to discuss means of developing this program with your associates in the near future. I am sure they will value your advice and suggestions on the most effective steps to achieve compliance with both the letter and the spirit of the code.

I would also appreciate receiving your ideas on ways in which we can help solve some of the outstanding problems in the field of human rights.

With best wishes and regards,

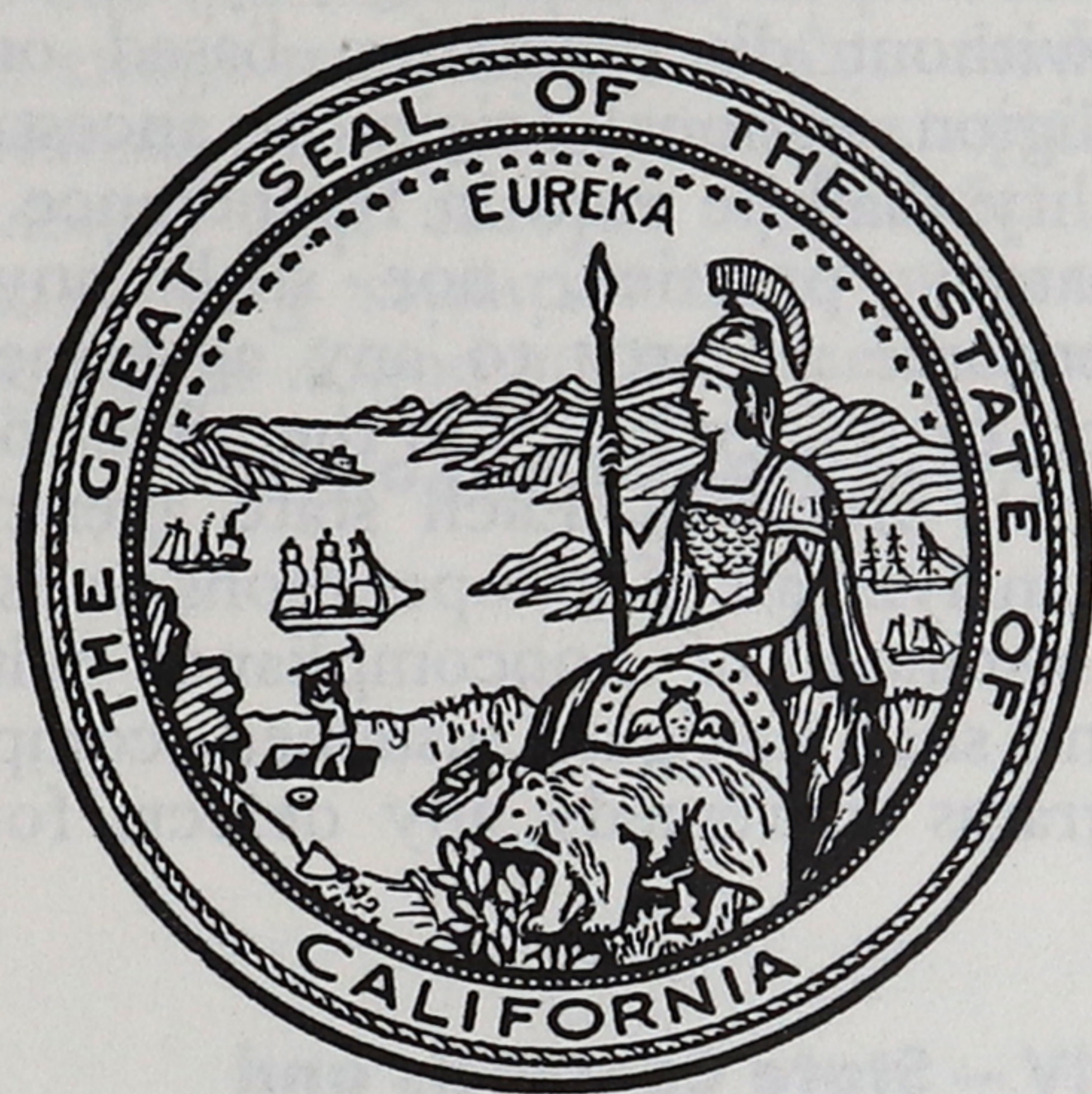
Sincerely

A handwritten signature in cursive script, appearing to read "Edmund G. Brown".

EDMUND G. BROWN, Governor

Enclosure

STATE OF CALIFORNIA



Governor's

Code of

Fair Practices

GOVERNOR'S CODE OF FAIR PRACTICES

This nation and state were founded on the principle that all men are created free and endowed with equal rights to secure the blessings of democracy without discrimination.

To carry out the clear mandate of our Federal and State Constitutions, the Legislature has enacted laws to prohibit discrimination in employment, housing, schools, and places of business. These laws, enunciating the State's public policy of nondiscrimination, have been supported by executive action and upheld by judicial decree.

But the laws, court edicts, and official pronouncements are only a beginning. If discrimination and segregation have been legally forbidden, a more subtle, but equally restrictive, *de facto* discrimination exists and grows. Justice demands that we not only banish old forms of discrimination but that we act affirmatively to assure those who contribute fully to our society a chance to share fully in its rewards.

To meet the obligation of the State and under the authority vested in me by the Constitution, I hereby proclaim the following Code of Fair Practices to be the official policy of the Executive Branch of the State of California.

ARTICLE IV — State Contracts and Subcontracts

Every state contract and subcontract for public works or for goods or services shall contain a clause prohibiting discriminatory employment practices by contractors and subcontractors based on race, color, religion, national origin, or ancestry. The nondiscrimination clause shall include a provision requiring state contractors and subcontractors to give written notice of their commitments under this clause to any labor union with which they have a collective bargaining or other agreement. Such contractual provisions shall be fully and effectively enforced, and any breach of them shall be regarded as a material breach of the contract. As part of its annual report each state agency shall submit to the Governor certification of compliance with these provisions by all contractors and subcontractors.

ARTICLE V—State Employment Services

All state agencies, including educational institutions, which provide employment referral or placement services to public or private employers shall accept job orders only on a nondiscriminatory basis. They shall refuse to fill any job order

ARTICLE VIII — Private Educational Institutions

All private educational institutions licensed or chartered by the State, including professional, business, and vocational training schools, shall be required to show compliance with the state policy of nondiscrimination in their student admissions and other practices as a condition of continued participation in any state program or eligibility to receive any form of state assistance.

ARTICLE IX — State Licensing and Regulatory Agencies

State agencies shall not consider race, color, religion, national origin, or ancestry in granting, denying or revoking a license or charter; nor shall any person, corporation, or business firm which is licensed or regulated by the State discriminate against or segregate any person on such grounds. All businesses licensed or regulated by the State shall operate on a nondiscriminatory basis, according equal treatment and access to their services to all persons. Any licensee or charter holder who fails to comply with this policy shall be subject to such disciplinary action as is consistent with the legal authority and rules and regulations of the appropriate licensing or regulatory agency.

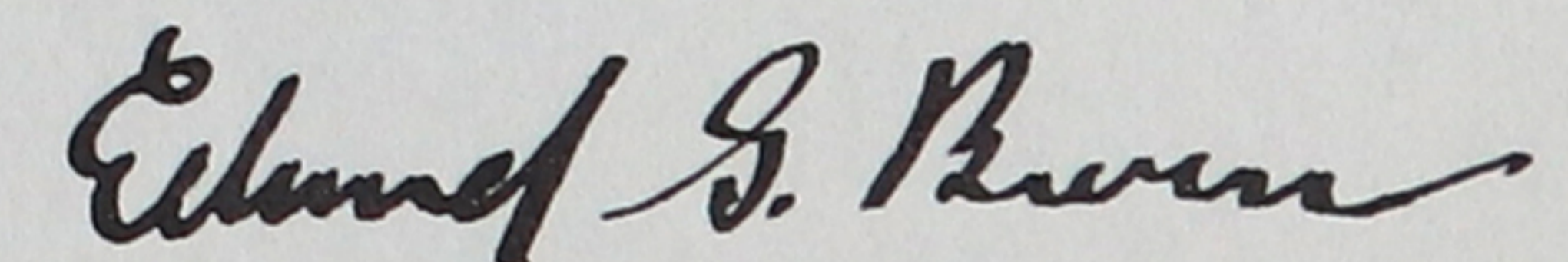
plaints of alleged abuses of authority by individual peace officers, and to promote mutual understanding and respect for the law enforcement officer's duty to maintain the peace and the citizen's right to protection of his constitutional guarantees.

ARTICLE XIV — Annual Reports

Each state agency shall report annually to the Governor, between December 15 and January 1, all programs undertaken during the past year to effect this Code of Fair Practices. The report shall cover both internal activities and external relations with the public and with other state agencies.

ARTICLE XV — Publication and Posting of Code

Copies of this Code of Fair Practices shall be distributed to all state officials, employees, and the governing boards of all political subdivisions of the State. The Code shall be posted in conspicuous locations in all state facilities.



Governor of California
Sacramento, July 24, 1963

ARTICLE I — Declaration of Policy

Nondiscrimination is the policy of the State of California in all of its activities. Employees shall not only rigorously enforce that policy; they shall also take affirmative action to assure equality of opportunity in the internal affairs of state government and in its relations with the general public.

ARTICLE II — Employment Policies of State Agencies

State officials and supervisory employees shall appoint, assign, train, evaluate, and promote state personnel on the basis of merit and fitness, without regard to race, color, religion, national origin, or ancestry. All state agencies shall promulgate clear, written directives to carry out this policy and to guarantee equal employment opportunities at all levels of state government. They shall regularly review their personnel practices to assure compliance. Where existing staffing patterns suggest something less than complete adherence, they shall determine the causes and, if necessary, initiate special recruitment programs to correct the situation. They shall conduct continuing orientation and training programs with emphasis on human relations and fair employment practices. The State Personnel Board shall take positive steps to insure that the entire examination process, including the qualifications appraisal panel, is free from either conscious or inadvertent bias.

ARTICLE III—State Services and Facilities

All services of every state agency shall be performed without discrimination based on race, color, religion, national origin, or ancestry. No state facility shall be used in furtherance of any discriminatory practice, nor shall any state agency become a party to any agreement, arrangement, or plan which has the effect of sanctioning such practices. Each state agency shall critically analyze all of its operations to ascertain possible instances of noncompliance with this policy, and shall instigate sustained, comprehensive programs to remedy any defects found to exist.

ARTICLE IV — State Contracts and Subcontracts

Every state contract and subcontract for public works or for goods or services shall contain a clause prohibiting discriminatory employment practices by contractors and subcontractors based on race, color, religion, national origin, or ancestry. The nondiscrimination clause shall include a provision requiring state contractors and subcontractors to give written notice of their commitments under this clause to any labor union with which they have a collective bargaining or other agreement. Such contractual provisions shall be fully and effectively enforced, and any breach of them shall be regarded as a material breach of the contract. As part of its annual report each state agency shall submit to the Governor certification of compliance with these provisions by all contractors and subcontractors.

ARTICLE V—State Employment Services

All state agencies, including educational institutions, which provide employment referral or placement services to public or private employers shall accept job orders only on a nondiscriminatory basis. They shall refuse to fill any job order

designed to exclude any member of a minority group because of race, color, religion, national origin, or ancestry. They shall advise the Fair Employment Practice Commission of employers or unions known to persist in restrictive hiring practices. They shall assist employers and unions seeking to broaden their recruitment programs to include qualified applicants of various racial, religious, and ethnic backgrounds. In addition, the Department of Employment shall fully utilize its knowledge of the labor market, and contacts with job applicants, employers, and unions for promotion of equal employment opportunities.

ARTICLE VI — State Fair Employment Practice Commission

All state agencies shall cooperate fully with the Fair Employment Practice Commission. They shall comply with its requests for information concerning practices inconsistent with the state policy of nondiscrimination, and they shall follow its recommendations for giving effect to that policy. In addition to discharging its enforcement duties, the Commission shall place emphasis on programs of affirmative action in the field of human rights.

ARTICLE VII — State Education, Counseling, and Training Programs

All educational, counseling, and vocational guidance programs and all apprenticeship and on-the-job training programs of state agencies, or in which state agencies participate, shall be open to all qualified persons, without regard to race, color, religion, national origin, or ancestry. Such programs shall be conducted to encourage the fullest development of the interests, aptitudes, skills, and capacities of all students and trainees, with special attention to the problems of culturally deprived, educationally handicapped, or economically disadvantaged persons. Expansion of training opportunities under these programs shall also be encouraged with a view toward involving larger numbers of participants from those segments of the labor force where the need for upgrading levels of skill is greatest.

ARTICLE VIII — Private Educational Institutions

All private educational institutions licensed or chartered by the State, including professional, business, and vocational training schools, shall be required to show compliance with the state policy of nondiscrimination in their student admissions and other practices as a condition of continued participation in any state program or eligibility to receive any form of state assistance.

ARTICLE IX — State Licensing and Regulatory Agencies

State agencies shall not consider race, color, religion, national origin, or ancestry in granting, denying or revoking a license or charter; nor shall any person, corporation, or business firm which is licensed or regulated by the State discriminate against or segregate any person on such grounds. All businesses licensed or regulated by the State shall operate on a nondiscriminatory basis, according equal treatment and access to their services to all persons. Any licensee or charter holder who fails to comply with this policy shall be subject to such disciplinary action as is consistent with the legal authority and rules and regulations of the appropriate licensing or regulatory agency.

ARTICLE X — Housing Accommodations

No person, corporation, or firm which is licensed or chartered by the State to engage in the business of selling, leasing, renting, financing, building, or developing housing accommodations shall discriminate against any prospective buyer, lessee, or tenant because of race, color, religion, national origin, or ancestry; nor shall any licensee or charter holder seek to promote the sale or lease of any residential property on the ground that a person of minority racial, religious, or ethnic background has established or will establish residence in the neighborhood. Any real estate broker or salesman, corporate owner, lending institution, homebuilder, or developer who fails to comply with this policy shall be subject to such disciplinary action as is consistent with the legal authority and rules and regulations of the appropriate licensing or regulatory agency.

ARTICLE XI — Public Schools

Through its policy declarations and staff services, the State Board of Education shall assist local school districts in eliminating racial imbalances and *de facto* segregation in the State's public schools. The Board shall also pursue its programs of promoting fair employment practices for certificated teachers and approving textbooks which realistically portray the contributions of minority groups to the history and culture of this State and nation.

ARTICLE XII — State Financial Assistance

Race, color, religion, national origin, or ancestry shall not be considered in state-administered programs involving the distribution of funds to qualified recipients for benefits authorized by law; nor shall state agencies provide grants, loans, or other financial assistance to public agencies, private institutions or organizations which engage in discriminatory practices.

ARTICLE XIII — Law Enforcement

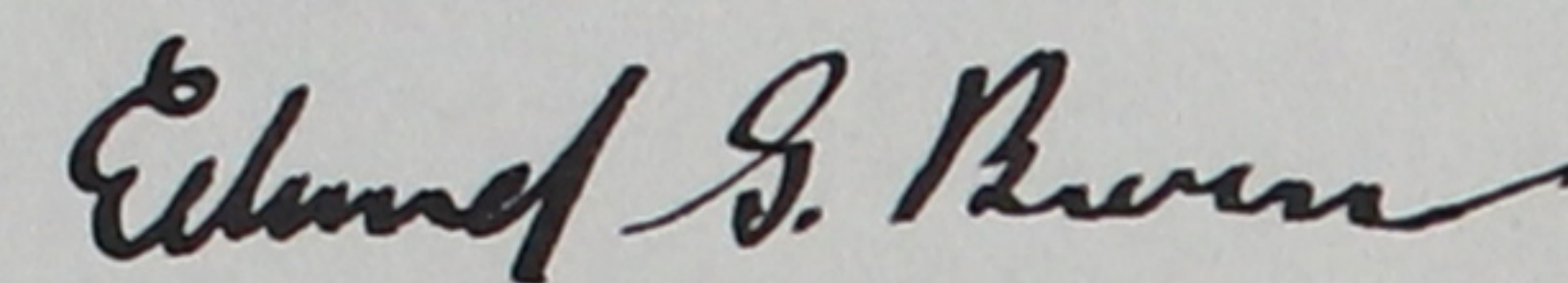
Through the Attorney General's Office, the State shall encourage local law enforcement agencies to develop special training programs in the field of human relations, to establish formal procedures for the investigation of citizen complaints of alleged abuses of authority by individual peace officers, and to promote mutual understanding and respect for the law enforcement officer's duty to maintain the peace and the citizen's right to protection of his constitutional guarantees.

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