

EXECUTIVE ORDER NO. 3 - 13

IMMIGRANT AND MULTICULTURAL AFFAIRS

WHEREAS, Philadelphia is a city founded by and built by immigrants; and,

WHEREAS, according to a 2008 study by the Brookings Institute, metropolitan Philadelphia has the fastest growing immigrant population in the country. This population is diverse, representing dozens of countries each with its own cultural heritage, political and economic mores and dialect; and,

WHEREAS, the 2010 census showed Philadelphia's population growing for the first time in decades. This growth was spurred in large part by immigrants choosing Philadelphia as their new home; and,

WHEREAS, it is in the City's interest to ensure that immigrants' needs are being met and that city services are coordinated for this population;

WHEREAS, Philadelphia is a stronger, more dynamic and culturally-rich city because of its multicultural population;

NOW, THEREFORE, I, Michael A. Nutter, Mayor of the City of Philadelphia, by the powers vested in me by the Philadelphia Home Rule Charter, do hereby **order as follows**:

SECTION 1. ESTABLISHMENT OF THE OFFICE OF IMMIGRANT AND MULTICULTURAL AFFAIRS.

The Office of Immigrant and Multicultural Affairs (Office) is hereby established within the Office of the Mayor. The mission of the Office is to promote the well-being of the immigrant community and other constituency groups in Philadelphia by: improving access to city services, engaging local and national community-based organizations and other non-profit groups, developing economic resources, promoting civic participation and assisting with educational opportunities and access.

The Mayor shall appoint the Executive Director and a Deputy Executive Director of the Office, who shall be responsible for its management and its day-to-day operations.

All employees, officers, officials, departments, agencies, boards and commissions of the City of Philadelphia are hereby directed to cooperate with the Office in accomplishing its objectives and purposes.

SECTION 2. ROLES AND RESPONSIBILITIES

The Office shall have the following responsibilities:

1. Provide guidance to all City departments, agencies, boards and commissions regarding compliance with Executive Order 9-08 relating to Access to City Programs and Activities for Individuals with Limited English Proficiency and Executive Order 8-09 relating to Access of Immigrants to City Services. This guidance shall include providing technical assistance and strategic oversight to City agencies in their provisions for language access services and the development of Language Access Plans and providing outreach and notice to the general public about the availability of language access services and ensuring that City services are made available to all City of Philadelphia residents.
2. Serve as the Mayor's liaison to the Commissions on Asian-American Affairs, African and Caribbean Immigrant Affairs and any other ethnic or immigrant commissions established in the future.
3. Working with the Philadelphia Police Department, the Office of the Deputy Mayor for Public Safety, the Police Advisory Commission, the Human Relations Commission, and any other pertinent entities, the Office will coordinate and promote police-community relations. Furthermore, the Office will advise the Mayor on the relationships with Federal immigration authorities and programs impacting the City's immigrant and multicultural populations.
4. Promote the full participation of Philadelphia's diverse cultural and linguistic communities in the economic, civic, social and cultural life of the City by strengthening the relationship between communities and the City. The Office should encourage dialogue between immigrant communities and City agencies, coordinate programs celebrating immigrant contributions and supporting immigrant heritage and attend public events and meetings.
5. In consultation with the Commerce Department, provide advice and develop partnerships with private entities to assist in business development, financial literacy education, workforce development and other business needs for the immigrant population.
6. Working with the School District and the Mayor's Office of Education, promote cultural understanding in our classrooms and, with the Mayor's Commission on Literacy, develop resources for students with Limited English Proficiency. The Office may coordinate forums and workshops on immigrants' rights and responsibilities, financial literacy, college readiness, English proficiency or other topics as needed.
7. Research and develop policy and positions on all issues impacting immigrant and multicultural populations.

SECTION 3. SECTION 2 OF EXECUTIVE ORDER 9-08 IS RESCINDED

Section 2 of Executive Order 9-08 is hereby rescinded. All functions, projects, contracts and personnel of the Global Philadelphia program are hereby transferred to the Office of Immigrant and Multicultural Affairs. The former Office of Multicultural Affairs, referenced in Executive Order 9-08, is hereby abolished, and its duties and responsibilities transferred to the new Office of Immigrant and Multicultural Affairs.

SECTION 4. EFFECTIVE DATE

This Order shall be effective immediately.

A handwritten signature in blue ink, which appears to be "Michael A. Nutter", is written over a horizontal line. To the right of the signature, the date "3/7/13" is handwritten in blue ink.

MICHAEL A. NUTTER, MAYOR