

**WAC 358-01-060 Executive secretary—Powers—Duties.** (1) The executive secretary shall direct and supervise all administrative activities in accordance with the provisions of chapter 41.64 RCW and the rules and regulations approved and promulgated by the personnel appeals board.

(2) The executive secretary shall appoint staff as necessary.

(3) The executive secretary may delegate authority to subordinates to act for him or her in carrying out duties assigned. Such delegations of authority shall be in writing and the board shall be notified of them.

[Statutory Authority: Chapter 41.64 RCW. WSR 82-01-053 (Order 81-4), § 358-01-060, filed 12/16/81.]