

Staff Development Workshop Series: Central Office

The Office of
Equal
Opportunity
&
Diversity
Management

BASIC EQUAL EMPLOYMENT OPPORTUNITY (EEO) TRAINING: The workshop will provide an overview of EEO laws and policies, and will outline Chancellor’s Regulation A-830, DOE’s Anti-Discrimination Policy, including a general discussion of sexual harassment and workplace accommodations. Participants will become informed about their roles and responsibilities and be better equipped to identify and address EEO issues in the workplace. The workshop will also review the DOE’s EEO internal complaint process.

Note: Staff and Administration trained separately.

Training Code: CS (staff only) /Training Code: CA (administrators only)

Please Provide Three Proposed Training Dates & Corresponding

An EO Training Specialist will contact you to confirm a date and time.

<u>DATE</u>	<u>TIME</u>

Training Location (if different) :

Department Name	
Address	
City, State, Zip	
Contact Name	
Title	
Phone	
Email	
Number of Attendees	Training Code

SEND COMPLETED REQUEST FORMS VIA MAIL, FAX, OR EMAIL TO:

**NYC Department of Education
Office of Equal Opportunity &
Diversity Management**

65 Court Street
Suite 1102
Brooklyn, NY 11201

Phone: 718-935-4979
Fax: 718-935-2531

Email: OEOTraining@schools.nyc.gov

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