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| OFFICE OF APPRENTICESHIP  BULLETIN | **NO.**  2022-127 |
| **DATE**  September 22, 2022 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

OFFICE OF APPRENTICESHIP STAFF

STATE APPRENTICESHIP AGENCIES

**FROM:** JOHN V. LADD /s/

Administrator, Office of Apprenticeship

**SUBJECT:** Availability of New Anti-Harassment and Complaints Training

1. **Purpose.** To inform Registered Apprenticeship Program (RAP) sponsors, Registered Apprenticeship (RA) partners, and State Apprenticeship Agency (SAA) staff of the Office of Apprenticeship’s (OA) online resources for sponsors and employers regarding the expectation that they will establish policies and procedures to proactively address occurrences of harassment and intimidation of apprentices and will also handle the filing of complaints by apprentices in a timely and appropriate manner.
2. **Action Requested.** This bulletin is being provided to RAP sponsors, RAP partners, and SAA staff to provide awareness and resources for staff of critical information regarding anti-harassment training and complaints information for sponsors to advance the safety and welfare of apprentices. Sponsors, potential sponsors, RAP partners, and SAA staff should familiarize themselves with this bulletin and the linked resources to ensure appropriate protections and responses are provided by sponsors and employers against hateful, menacing acts of harassment and intimidation against apprentices.
3. **Background and Summary.**
   1. Background – The 2017 Equal Employment Opportunity in Apprenticeship regulation, 29 CFR Part 30, requires Registered Apprenticeship sponsors to ensure programs operate free from unlawful discrimination, harassment, intimidation, and workplace violence. Under 29 CFR 30.3(b)(4), program sponsors are obligated to develop and implement procedures to ensure that their apprentices are not harassed because of their race, color, religion, national origin, sex (including sexual orientation and gender identity), age (40 or older), genetic information, or disability, and to ensure that their programs are free from intimidation and retaliation as prohibited by §30.17. As part of that obligation, sponsors must provide anti-harassment training, implement internal procedures for filing and investigating EEO-related complaints, and make all facilities and apprenticeship activities available without regard to membership in protected groups
   2. Summary – In addition to available technical assistance from OA or your servicing SAA staff, anti-harassment and non-discrimination resources are available at <https://www.apprenticeship.gov/eeo>. The website houses a robust suite of resources to inform apprentices, sponsors, and partners about the EEO regulation requirements, and have developed materials for public use to support training and implementation. This includes forms, webinars, and FAQs.

Included among these materials is a new webcast, [*Understanding EEO Requirements on Anti-Harassment and Complaints for Registered Apprenticeship Programs (RAPs)*](https://vimeo.com/731845411/b99b1ba54f)*.* This 30-minute training helps users: define and recognize unlawful harassment; identify ways to ensure RAPs are free from harassment; and implement complaints procedures.

NOTE: this webcast is intended to provide information and training for staff administering Registered Apprenticeship programs. The training is not intended for use in lieu of appropriate anti-harassment training that meets the regulation requirements.

1. **Inquiries.**

If you have any question, please contact Andrew Ridgeway at [Ridgeway.Andrew@dol.gov](mailto:Ridgeway.Andrew@dol.gov).