



# Technical Assistance Strategy for Apprenticeship Equal Employment Opportunity (EEO) Regulations 29 CFR Part 30

The Department of Labor (DOL) is committed to providing its customers — America’s employers, workers and job seekers — with transparent and easy-to-access information on how to comply with Federal employment laws and regulations. DOL will provide a broad range of technical assistance to support the successful implementation of the Apprenticeship EEO regulations in order to ensure progress on diversity and inclusion while minimizing the burden on employers, Registered Apprenticeship sponsors, and State partners.

As a part of ETA’s ongoing efforts to support compliance with the new apprenticeship EEO regulations, the agency is providing the list (below) of resources that partners and stakeholders may find useful during implementation. This assistance may take a number of different formats, including: fact sheets; policy guidance; resource guides and reference materials; electronic/ internet tools; presentations, webinars, and in-person training (as appropriate). We note that this is not an exhaustive list because there are many governmental and non-governmental organizations that provide further information and support on these issues and other relevant EEO in apprenticeship and diversity inclusion topics.

## Specific Technical Assistance Resources

- Meeting new Non-Discrimination Requirements (including sexual orientation)
- Conducting Utilization/Availability Analysis
- Providing Anti-Harassment training
- Identifying Outreach and Recruitment Sources
- Establishing Selection Procedures (including Direct Entry)
- Promoting Self-identification of a Disability
- Developing Written Affirmative Action Plans for Registered Apprenticeship;
- Understanding Discrimination Standards and Defenses.



## Who May Benefit from this Technical Assistance?

- Sponsors of Registered Apprenticeship Programs, including:
  - Employers and industry associations
  - Joint labor-management organizations and unions including joint apprenticeship training committees
  - Industry and workforce intermediaries, including workforce and educational organizations including community colleges, industry associations, and apprenticeship grantees
- Career seekers, potential and current apprentices
- Community based organizations, non-governmental organizations, workforce and apprenticeship partners, tradeswomen organizations, disability organizations, and others
- State Apprenticeship Agencies and other State-led apprenticeship organizations

## General Timeline and Technical Assistance Roll-Out

Phase 1 - Winter 2017 Information Sharing	Phase 2 - Spring 2017: Guidance and Support	Phase 3 - Summer/ Fall 2017
General Technical Assistance and Fact Sheets	Priority Policy Guidance and Launch of Clearinghouse of Resources and E-Tools	Specialized Technical Assistance and Support

## Additional Information on Technical Assistance for Select Topics

### Meeting new Non-Discrimination Requirements (including sexual orientation)

- DOL will issue additional guidance regarding how sponsors of apprenticeship programs can meet the non-discrimination requirements for all protected populations; and
- DOL will provide sample posters and/or other materials that sponsors can post in their workplace informing apprentices of their rights related to non-discrimination.

### Conducting Utilization and Availability Analysis

DOL will develop an on-line tool that will allow sponsors to easily conduct initial labor market availability analyses independently and/or with additional support from apprenticeship registration agency staff.

### Providing Anti-Harassment Training

DOL will develop online training modules that sponsors can access and provide to all required participants to meet the anti-harassment training requirement. Sponsors may use this tool, develop their own, or work with partners to develop new training resources to meet this requirement.

### Identifying Outreach and Recruitment Sources

DOL will develop a clearinghouse of governmental and non-governmental outreach and recruitment resources relevant to a wider range of target populations.

### Establishing Selection Procedures (including Direct Entry)

- DOL will develop additional guidance and sample selection procedures that provide sponsors of apprenticeship program a range of options that meet the requirements of this regulation.
- In this guidance outlined above, DOL will specifically address the use of direct entry as a selection procedure.

### Promoting Self-Identification of a Disability

DOL will develop additional guidance, publish the language to be included for the self-identification form, and identify best practices for promoting self-identification of a disability.

### Developing Written Affirmative Action Plans

DOL will provide sample written affirmative action plans that can be utilized by a broad range of sponsors across a diversity of industries.

### Understanding Discrimination Standards and Defenses

DOL will develop guidance and training for Registered Apprenticeship sponsors on understanding discrimination standards and defenses.