

**SUBJECT: LIMITED CHANGE TO DOE O 311.1B, *EQUAL EMPLOYMENT OPPORTUNITY AND DIVERSITY PROGRAM***

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1. EXPLANATION OF CHANGES. This update ensures Departmental training remains in compliance with Executive Orders in effect at the time of the training.
2. LOCATIONS OF CHANGES:

<b>Page</b>	<b>Paragraph</b>	<b>Changed</b>	<b>To</b>
2	4.c.	All DOE nonsupervisory employees must participate in a minimum of 3 hours of EEO/diversity training annually. All DOE supervisory employees must participate in 4 hours of EEO/diversity training annually. Individuals must engage in 4 hours of supervisory EEO/diversity training before (or within 3 months following) appointment to supervisory positions.	All DOE nonsupervisory employees must participate in a minimum of 3 hours of EEO/diversity training annually. All DOE supervisory employees must participate in 4 hours of EEO/diversity training annually. Individuals must engage in 4 hours of supervisory EEO/diversity training before (or within 3 months following) appointment to supervisory positions. All EEO, diversity, or inclusion training must comply with executive orders in effect at the time of the training.
2	4.e.	All DOE employees must participate in a minimum of 3 hours of training on the prevention of sexual harassment on a biennial basis. This training is not a substitute or replacement for the annual training on EEO/diversity (paragraph 4c).	All DOE employees must participate in a minimum of 3 hours of training on the prevention of sexual harassment on a biennial basis. This training is not a substitute or replacement for the annual training on EEO/diversity (paragraph 4c). All sexual harassment training must comply with executive orders in effect at the time of the training.