

## **Responding to EEOC Charges: Limit Your Liability**



This program has been approved for 2.00 re-certification hours toward PHR and SPHR re-certification through the Human Resource Certification Institute (HRCI). For more information about certification or re-certification please visit the HRCI homepage at [www.hrci.org](http://www.hrci.org)

### **Presented By**

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**Prerequisites:** None  
**Schedule:** Two Hour Session

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## **Course Objectives**

Most employers are covered by Title VII of the Civil Rights Act, the Americans with Disabilities Act, and the Age Discrimination in Employment Act, three major anti-discrimination laws that prohibit discrimination based on race, color, religion, sex, national origin, disability, and age. Applicants and employees can file a charge of discrimination and/or retaliation with the federal Equal Employment Opportunity Commission (EEOC.) Come learn tips for handling workplace discrimination allegations and investigations.

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## **Topics**

- ✓ EEOC charge trends & the latest “hot buttons” for the EEOC
- ✓ How EEOC charges are prioritized and processed
- ✓ Should you consider mediation/conciliation?
- ✓ When should you use an outside source to help investigate and respond to charges vs. handling them with internal resources?
- ✓ Strategies for responding to EEOC charges
- ✓ Dealing with Requests for Information and Onsite Investigations