

**North Carolina Department of Transportation  
Equal Employment Opportunity Plan  
March 1, 2014**

**Addendum 1**

**Section 4, ASSIGNMENT OF RESPONSIBILITY/ACCOUNTABILITY**

**EEO Advisory Committee**

NCDOT's intends to implement an EEO Advisory Committee by September 30, 2014. The EEO Advisory Committee responsibilities will include:

1. Serves as a communication link between managers and employees and the EEO staff on aspects of the EEO plan and program.
2. Reviews and evaluates the EEO plan and program.
3. Reviews workforce representation data in each occupational category.
4. Surveys the organizational climate, employee attitudes and evaluating the resultant data.
5. Meets with the agency head or university chancellor in conjunction with the EEO Officer to discuss EEO programs, report on the employees' concerns, and recommend changes or additions to the EEO policy, plan, or program.
6. Identifies recruitment resource and other activities designed to strengthen the EEO program.
7. Meets as a committee at least quarterly.

**Addendum 2**

**Section 8, PROGRAM ACTIVITIES**

**Unlawful Workplace Harassment Prevention**

NCDOT's Equal Employment Opportunity Statement signed by Secretary Tata on February 11, 2014 prohibits creating a hostile or intimidating work environment. All personnel policies and practices are to be conducted in a work environment that is fair and free from discrimination and harassment.

Unlawful workplace harassment is reviewed with all new NCDOT employees during employee orientation as part of the Department's prevention strategy. In addition, current DOT employees and managers can access the Recognizing, Preventing and Correcting Unlawful Workplace Harassment training via the Learning Management System in Beacon.

Resources have been requested to provide additional internal training for all employees and managers in DOT's Equal Employment Opportunity program including Unlawful Workplace Harassment Prevention, the Affirmative Action Plan (upon FHWA approval) and the Americans with Disabilities Act program.

