**QUIZ – EEO Supervisor Training**

1. **The Age Discrimination in Employment Act protects:**
* **Under 18 from being employed in certain industries.**
* **40+ from age discrimination.**
* **65+ from age discrimination.**
1. **The Civil Right’s Acts protection for sex discrimination does NOT include:**
* **Sexual orientation**
* **Gender identity**
* **Transgender workers**
* **Men**
* **None of the above – all discrimination based on gender is generally off limits.**
1. **If someone can’t return to work “full duty” they must stay home. True of False**
	* **True – If an employee is out of FMLA or otherwise has no leave and cannot return to work full duty, they may be terminated.**
	* **False – The ADA and PDA (pregnancy discrimination act) may require you to make accommodations to help the employees accomplish the essential functions of their job.**
2. **What is Quid Pro Quo as a form of harassment?**
	* **Showing cartoons or pictures instead of verbally or physically harassing someone.**
	* **“This for That” – If you go out with me, I will promote you.**
	* **Harassing people based on political beliefs.**
3. **Which of the following is NOT an illegal form of conduct?**
	* **Promoting someone who is better qualified when a minority is also a candidate.**
	* **Promoting friends who happen to be “like you” over better qualified minorities.**
	* **Offering a better shift to someone if they agree to stop complaining about harassment.**
4. **What will help keep you safe from appearing discriminatory when interviewing?**
	* **Chat about the employee’s background and family life to create rapport.**
	* **Focus on fit for the job, avoid questions that unintentionally encourage information that is not needed.**
	* **Always have a minority do all interviews.**
5. **What are the best steps for addressing a harassment or discrimination allegation?**
* **Make sure the employee knows that false allegations will entail punishment.**
* **If it is minor, make sure the employee understands they should just try to get along with others without making allegations that hurt the team.**
* **Call HR – Any allegation should be investigated and addressed. If it is a serious allegation and HR is not available, it might make sense to send the accused employee home while the investigation progresses.**
* **Get the two parties together to hash out their differences.**
1. **It is always OK to assume someone needs your help (for example, a pregnant woman can always be moved to a less physical job.) True or False?**
	* **True – It shows that you know what your employees need and fix their problems for them.**
	* **False – Don’t assume what an employee needs. Ask them. Also be aware that moving a victim instead of the harasser could be seen as discriminatory, so talk to HR first.**

**ANSWER KEY – EEO Supervisor Training**

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