

The Congressional Accountability Act of 1995 (CAA) applies 14 federal workplace rights, safety, and accessibility laws to the legislative branch. The Office of Congressional Workplace Rights (OCWR) provides a program of education and training to inform legislative branch staff of their workplace rights and protections under the CAA. All OCWR training is intended to promote a safe, civil, and productive workplace. For more information on OCWR training programs, e-mail the office at OCWRtraining@ocwr.gov or call (202) 724-9250.

Training Webinars

1 **THE CONGRESSIONAL ACCOUNTABILITY ACT AND THE OFFICE OF CONGRESSIONAL WORKPLACE RIGHTS**

This training module explains the role of the OCWR in administering and enforcing the CAA, outlines the rights and responsibilities of covered employees under the CAA, and sets forth the OCWR's administrative dispute resolution procedures and the necessary deadlines for covered employees to file a claim with the OCWR.

2 **BYSTANDER INTERVENTION**

When in the presence of offensive conduct, bystanders may, for a variety of reasons, choose not to get involved; this is known as the "bystander effect." This training module defines the concepts of the bystander effect and bystander intervention theory; helps attendees recognize the importance of intervention; proposes strategies for when and how they may safely intervene; explains the impact of bystander intervention on positive, professional workplace culture; and applies bystander intervention techniques through instructor-guided scenarios.

3 **CIVILITY AND INCLUSION**

The legislative branch employs over 30,000 employees of varied experiences and backgrounds. This training module reviews the core concept of workplace civility, its related concepts, and its institutional benefits; examines specific civil behaviors and conflict management practices in multiple workplace environments; and proposes strategies to create, foster, and maintain a climate of inclusion in the legislative workplace.

4 **THE CONGRESSIONAL ACCOUNTABILITY ACT: RECOGNIZING AND PREVENTING DISCRIMINATION AND HARASSMENT**

This training module outlines the rights and responsibilities of covered staff and offices of the legislative branch under the CAA. Additionally, this training outlines the OCWR's administrative dispute resolution process and the necessary deadlines for covered employees to file a claim. It also examines different types of harassment and discrimination and the legal prohibitions on such conduct in the workplace. The module includes a 30-minute supervisor supplement that explains the supervisor's role and employing office obligations in preventing harassment and discrimination, discusses employing office liability, and examines the prohibition on retaliation.

5 **IMPLICIT BIAS**

All humans have implicit biases – psychological "shortcuts" that influence our perceptions of other people in unconscious ways – and these biases are not necessarily bad; however, they may become problematic if they result in a person engaging in negative behaviors toward others. This training module identifies the origins of and the reasons for the formation of implicit biases; examines the connection between implicit biases and microaggressions; demonstrates the manifestations and workplace impacts of these biases; and proposes individual, interpersonal, and institutional strategies to combat the issue in the workplace.

6 **LABOR-MANAGEMENT RIGHTS**

The CAA applies provisions of the Federal Service Labor-Management Relations Statute to the legislative branch, protecting the rights of certain employees to form, join, or assist a labor organization for purposes of collective bargaining without fear of penalty or reprisal. This training reviews the rights and responsibilities of employees, labor organizations, and employing offices in the union election process and the conduct of a collective bargaining relationship.

7 **RACIAL EQUITY**

The Civil Rights Act of 1964 was signed into law over 50 years ago, but the discussion of racial equality has not ended; instead, it has shifted toward a focus on racial equity. This training module summarizes key concepts of racial equity, suggests techniques to constructively discuss the subjects of race and racial inequity, provides tools and methods for counteracting racial bias, and identifies opportunities and next steps for applying concepts and strategies to advance racial equity.