



NUMBER: Directive 0981.1

SUBJECT: Mandatory Manager Alternative Dispute Resolution (ADR) Training

DIRECTIVE OWNER: Office of EEO, Diversity & Inclusion (OEEODI)

EFFECTIVE DATE: January 23, 2023

1. **PURPOSE.** This directive prescribes the U.S. Consumer Product Safety Commission’s (CPSC) mandatory Alternative Dispute Resolution (ADR) training policy for all managers and supervisors.
2. **SCOPE.** This directive applies to all CPSC managers and supervisors.
3. **AUTHORITIES.**
 - a. Administrative Dispute Resolution Act of 1996, Public Law 104-320, October 19, 1996
 - b. Title 29, Code of Federal Regulations, Part 1614, Federal Sector Equal Employment Opportunity
 - c. Equal Employment Opportunity Commission (EEOC) Management Directive 110, *Federal Sector Complaints Processing Manual*, August 5, 2015
4. **PROCEDURES.**
 - a. Training. Managers and supervisors will attend training biennially. The training will be conducted by an external source. The OEEODI will notify managers and supervisors of the timing and location of the training.
 - b. Accountability. The OEEODI will maintain a database to record attendees.
5. **EFFECTIVE DATE.** This directive will be effective on the date noted above and will be reviewed by the OEEODI one year from the date of this document and periodically thereafter in accordance with Directive 0100, *Directive on Directives and Delegations of Authority* (Sept. 21, 2022).
6. **CANCELLATION.** Not applicable.

Alexander Hoehn-Saric

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Date: 2023.01.25 14:54:17 -05'00'

Alexander Hoehn-Saric
Chair

Date