

# Montgomery County Fire and Rescue Service

## Fire Chief's General Order

**NUMBER: 16-04**  
**February 23, 2016**

**TO:** All MCFRS Personnel

**FROM:** Fire Chief Scott E. Goldstein



**SUBJECT: "Preventing Workplace Harassment" Training**

All MCFRS personnel will be required to complete an on-line training program in Preventing Workplace Harassment, which consists of a scenario-based review of basic EEO/Diversity concepts and best practices.

The link to this mandatory training Program is below. Personnel will need to use their tech training website login in order to access the course. You must complete this training by **May 31, 2016**.

MCFRS has been working diligently to improve and enhance its EEO/Diversity Office and program in an effort to comply with the laws set forth by the federal Equal Employment Opportunity Commission and other state and local laws which prohibit discrimination and harassment in the workplace.

All personnel are expected to participate with an open mind geared towards your personal contribution to a discrimination-free work environment. You are encouraged to use the scenarios presented in the training program to foster open, respectful discussion in support of the County's EEO mission statement to promote fairness, equity and respect for diversity in the workplace.

This course meets the County's requirements for the "Preventing Workplace Harassment" training.

[www.mcfrsit.com/trackingEEO](http://www.mcfrsit.com/trackingEEO)

This FCGO will expire August 31, 2016.