



PULAALI'I NIKOLAO PULA  
GOVERNOR

PULUMATAALA AE AE JR.  
LT. GOVERNOR

**OFFICE OF THE GOVERNOR  
AMERICAN SAMOA GOVERNMENT**

PAGO PAGO, AMERICAN SAMOA 96799  
Telephone: (684) 633-4121

February 11, 2026

**GENERAL MEMORANDUM NO. 014 – 26**

To: Secretary of Samoan Affairs, CEOs, Presidents and Executive Directors of Authorities, Directors, Agency and Office Heads

From: Governor of American Samoa

Subject: Mandatory EEO Compliance Training – All Executive Branch Personnel

The Equal Employment Opportunity Office will conduct mandatory compliance training for all American Samoa Government agencies. This training ensures compliance with federal and territorial equal employment opportunity laws, regulations, and policies.

**Department Head Responsibilities:**

All department heads are responsible for:

- Ensure all staff attend their scheduled departmental training
- Confirm attendance with the EEO Office after each session
- Email attached EEO training materials to all department employees
- Instruct employees to print, review, and bring training materials to their training

**Training Requirements:**

Attendance is mandatory for all executive branch employees, including full-time, part-time, temporary, and contractual personnel. Supervisors must accommodate this training in staff schedules. Non-attendance will be documented.

**Contact Information:**

For questions about scheduling, content, accessibility accommodations, or compliance requirements, contact the Equal Employment Opportunity Office at 633-3366 or [faatigafua.fuatagavi@go.as.gov](mailto:faatigafua.fuatagavi@go.as.gov).

Your cooperation in ensuring full participation is essential to maintaining our commitment to equal employment opportunity and federal compliance.

A handwritten signature in black ink, appearing to read "Pulaali'i Nikolao Pula".

Pulaali'i Nikolao Pula  
Governor

Enclosure(s): EEO Training Calendar

## EEO TRAINING CALENDAR

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3	4	5	6
9	10	11	12	13
16	17	18 <u>9:00AM @ DYWA TAFUNA</u> • DHSS • DPS • TAOA • TAO • TEO • DYWA • AGRICULTURE • OPAD	19 <u>9:00AM @ DYWA TAFUNA</u> • DOH • MEDICAID • HISTORICAL PREVENTION • ARPA • SAMOAN LANGUAGE • RESILIENCE • ODAPM • CONSTITUENT SERVICES • PROCUREMENT • PROPERTY MANAGEMENT	20 <u>9:00AM @ DYWA TAFUNA</u> • HR • ASPA • ASDCT/CF • OFFICE OF FINANCIAL INSTITUTION • DSAR • PARKS & RECS • PORT ADMIN • DYWA • SAMOAN AFFAIRS
23	24 <u>9:00AM @ DYWA TAFUNA</u> • ASCC • DPW • ASPA • LEGAL AFFAIRS • PUBLIC DEFENDER • INSURANCE COMM • OFFICE • BUDGET • CIPA • ASEDA • SHIPYARD • MUSEUM • ASTCA	25 <u>9:00AM @ DYWA TAFUNA</u> • DOE • DBAS • ASMCA-LBJ • ELECTION OFFICE • HOMELAND SECURITY • MARINE WILDLIFE • ADMIN SERVICE • VOC REHAB • WORKMEN'S COMP • ASPA • SC • VA	26	27