



# MEMBER ALERT

## SEXUAL HARASSMENT TRAINING

SEPTEMBER 2019

All employers in the state of California with 5 or more employees are required to provide at least 2 hours of classroom or other effective interactive training and education regarding sexual harassment to all supervisory employees and at least 1 hour to all non-supervisory employees. The training is to be provided within 6 months of their assumption of a position.

The training requirements are to be met by January 1, 2021. Thereafter, each employer covered by this section shall provide sexual harassment training and education to each employee once every two years.

If the district has provided the training and education to an employee in 2019, they are not required to provide refresher training until two years thereafter.

The training and education required shall include:

- Information and practical guidance regarding the federal and state statutory provisions concerning the prohibition against and the prevention and correction of sexual harassment;
- Remedies available to victims of sexual harassment in employment;
- Prevention of abusive conduct;
- Harassment based on gender identity, gender expression and sexual orientation.

Supervisor training shall also include:

- Practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation,

Method of training:

- May be completed by employees individually or as part of a group presentation;
- May be completed in shorter segments as long as the applicable hourly total requirement is met;
- Shall be presented and designed by trainers or educators with knowledge and expertise in the prevention of harassment, discrimination, and retaliation;
- May be an online training course and shall contain interactive features that requires the viewer to respond to a question periodically in order the online training courses to continue to play.

Beginning January 1, 2020, for seasonal, temporary, or other employees that are hired to work for less than six months, the district shall provide training within 30 calendar days after the hire date or within 100 hours worked, whichever occurs first. In the case of a temporary employee employed by a temporary services employer, the training shall be provided by the temporary services employer, not the district.

This bill clarifies the requirements of SB 1343 and extends the deadline for employers to January 1, 2021.