Engage PEO Client Alert:

California Publishes Online Sexual Harassment Prevention Training for Supervisors

By January 1, 2021, employers with 5 or more employees anywhere must provide sexual harassment prevention training to their California-based supervisors (2 hours) and non-supervisory employees (1 hour), and every two years thereafter. In May 2020, the California Department of Fair Employment and Housing (DFEH) published online, interactive training for non-supervisory employees. Click here to view Engage's Client Alert regarding the DFEH's online training for non-supervisory employees.

This week, the DFEH published online sexual harassment prevention training for supervisors, as detailed below.

Supervisory Training

Employees can **access the DFEH's online supervisory training, with closed-captioned videos, by clicking here** from either a computer or mobile device, including a smartphone. Currently, the webinar is only available in English. The DFEH is expected to publish the online training webinars–***for non-supervisory and supervisory employees***–in Spanish, Chinese, Tagalog, Vietnamese, and Korean in August 2020.

Certificate of Completion

Covered employers must retain a record of employees' sexual harassment prevention training for at least two years. Therefore, before your employees begin watching the training webinar, please remind them to print a copy of their certificates of completion ***before*** clicking out of the webinar. Store the certificates in the employees' personnel files.

To ensure compliance with the January 1, 2021 deadline, employers should ensure all **existing** and **new** supervisors/managers complete the online training ***before*** December 31, 2020.

Covered Employers' On-Going Training Obligations

Beginning January 1, 2021, within 6 months of an employee assuming a supervisory position, the employee must receive sexual harassment prevention training, new non-supervisory employees must receive the training within 6 months of hire, and employees hired to work for less than 6 months must receive the training within 30 calendar days of hire or within 100 hours of work, whichever occurs first.

If you have questions, please contact your Engage HR Consultant.