



## LABOR RELATIONS

# SB 1343 Compliance Training

## SB 1343 Sexual Harassment Prevention Bill

SB 1343 requires that all California-based employers of 5 or more employees provide **1 hour** of sexual harassment and abusive conduct prevention to **non-managerial employees** and **2 hours** of sexual harassment and abusive conduct prevention training to **managerial employees** once every two years.

### JANUARY 1, 2021 STATUTORY REQUIREMENTS

- All employees must have received sexual harassment prevention training and employers of 50 or more must train new supervisory employees within six months of assuming their supervisory position
- New supervisory employees in workspaces of 5 or more employees must be trained within six months of assuming their supervisory position, and new non-supervisory employees must be trained within six months of hire. Employees must be trained once every two years.
- Seasonal employees, temporary employees and employees working for less than six months:

Employers are required to provide training within 30 calendar days after hire date or within 100 hours worked, whichever occurs first. Employers are not required to train employees who are employed for fewer than 30 calendar days and work for fewer than 100 hours.

### RECORD KEEPING REQUIREMENTS

The law requires employers to keep documentation of the training it has provided its employees for a minimum of two years, including but not limited to the names of the supervisory employees trained, the date of training, the sign in sheet, a copy of all certificates of attendance or completion issued, the type of training, a copy of all written or recorded materials that comprise the training and the name of the training provider.

### AGC CA ONLINE TRAINING PROGRAM

An employer has the option to provide its own version of the training so long as it meets the criteria of being "effective interactive training." Effective interactive training can include: classroom training, E-learning, Webinars and other methods that include the use of audio, video or computer technology.

[AGC of CA has an AB 1343 compliant online training program available to both members and non-members.](#)