



## Preventing Sexual Harassment – Onsite Training for California Employers

**When is this training required?** California AB 1825 requires companies that have 50 or more employees, regardless of whether all employees are located in California, to provide two hours of sexual harassment training every two years to all persons who supervise California-based employees. For new businesses with 50 or more employees, training must be initially completed within six-months of establishment and then biennially.

- Employees include full time, part time and temporary workers.

**What is the purpose of the training?** The learning objectives of the training and education mandated by California Government Code section 12950.1 are to 1) assist California employers in changing or modifying workplace behaviors that create or contribute to `sexual harassment` as that term is defined in California and federal law; and 2) to develop, foster and encourage a set of values in supervisory employees who complete mandated training and education that will assist them in preventing and effectively responding to incidents of sexual harassment.

**Why choose the Law Offices of Erin Booth APC to perform your training?** We will provide so much more than the legal minimum and include a review of your policies related to harassment prior to the training so that interaction and specifics can be based around your company's policies. Attorneys provide a unique perspective based on experience, examples and knowledge of the law. Erin Booth is a prominent Labor and Employment attorney in San Diego. Our two-hour sessions are more interactive and engaging for your supervisors than any e-training or video training would be. A more engaged supervisor during training equals a better prepared supervisor in the work place.

**Certification:** We provide certificates for each supervisor attending the training. These certificates include the legally mandated elements to support the needs of your employee compliance tracking, namely; the name of the supervisor trained, the date of training, the type of training, and the name of the training provider. You are required to retain these records for a minimum of two years.

**What do we provide?** We provide the trainer, the presentation laptop, hard copies of the presentation for each supervisor being trained and a course attendance sheet.

**What do you provide?** Training is onsite or at a location arranged by you. We require a projection device that will accept input from a standard laptop PC along with the connection cables other than power, and a screen to be able to deliver the training effectively.

**Pricing:** Please contact us for pricing details. Our pricing is reasonable and competitive.

For complete overview of the training, please see back of brochure...

Law Offices of Erin Booth  
APC

11325 Wills Creek Road,  
San Diego, CA92131  
Phone: 858-232-4985  
Fax: 858-408-3237

[www.eboothlaw.com](http://www.eboothlaw.com)

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### Training class includes:

- ❖ A definition of unlawful sexual harassment under the Fair Employment and Housing Act and Title VII of the federal Civil Rights Act of 1964.
- ❖ A definition of other forms of harassment as agreed with the Client prior to the training class including how harassment of an employee can cover more than one basis.
- ❖ FEHA and Title VII statutory provisions and case law principles concerning the prohibition against and the prevention of unlawful sexual harassment in employment.
- ❖ The types of conduct that constitute sexual harassment.
- ❖ Remedies available for sexual harassment.
- ❖ Strategies to prevent sexual harassment in the workplace.
- ❖ ‘Practical examples,’ such as factual scenarios taken from case law, news and media accounts, hypotheticals based on workplace situations and other sources which illustrate sexual harassment, discrimination and retaliation using training modalities such as role plays, case studies and group discussions.
- ❖ The limited confidentiality of the complaint process.
- ❖ Resources for victims of unlawful sexual harassment, such as to whom they should report any alleged sexual harassment.
- ❖ The employer’s obligation to conduct an effective workplace investigation of a harassment complaint.
- ❖ Training on what to do if the supervisor is personally accused of harassment.
- ❖ The essential elements of an anti-harassment policy and how to utilize it if a harassment complaint is filed. Either the employer’s policy or a sample policy shall be provided to the supervisors.
  - Note: Regardless of whether the employer’s policy is used as part of the training, the employer must give each supervisor a copy of its anti-harassment policy and require each supervisor to read and to acknowledge receipt of that policy.

