



COMPLIANCE REVIEW SUPERVISOR TRAINING MATERIAL REQUEST FORM

SUPERVISOR TRAINING (GOV. CODE, § 19995.4)

Please provide the CRU with:

- A list of all first time supervisors who have been appointed within the last 24 months, including their classification and appointment date.
- Documentation demonstrating training compliance (i.e. Training Certificates)
- If a portion of the training was on the job, describe how this training was provided and the level of the employee that provided the training.
- If the training was not completed for an employee or employees within 12 months, explanation of why the requirement was not met.

SEXUAL HARASSMENT TRAINING (GOV. CODE, § 12950.1)

Please provide the CRU with:

- List of all supervisors including their classification and appointment date.
Please highlight all supervisors who were appointed within 24 months of (Insert Date).
- Documentation demonstrating training compliance (i.e. Training Certificates).

ETHICS TRAINING (GOV. CODE, § 11146)

Please provide the CRU with:

- A list of all departmental filers including their classification and appointment date
- Documentation demonstrating training compliance (i.e. Training Certificates)