

# Compliance Trainings

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Training Title	Mins	Freq	Regulation	Office	Contact
Mandated Reporter	51	Annual	AP 3518	Risk Mgt	V.Wagner
Workplace Violence Plan	6	Annual	SB 553	Risk Mgt	V.Wagner
Injury & Illness Prevention	17	Annual	Title 8	Risk Mgt	V.Wagner
Cybersecurity	22	Annual	CO & AP 3722	ITS	W.Carter
Sexual Harassment	60	2-years	AB 1825	TDI	A.Webb
Sexual Violence Awareness	39	Annual	AB 2683	TDI	A.Webb
Clery Act (CSA designees only)	30	Annual	Federal statute	Campus Police	N.Wong

# How PTF can be exempted from compliance trainings

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If a PTF took the compliance training at another College or other place of employment in the same year the training is due at El Camino, PTF can be exempted from taking El Camino's compliance training if:

- 1) PTF emails a copy of their "Certificate of Completion" to the appropriate Office Contact deploying the training; AND
- 2) The Office Contact deploying the training confirms with the PTF person that the training taken elsewhere meets the compliance requirements.

The Office Contact will be responsible for noting the training completion in the system of record for that year for the PTF.



## PTF – mandated compliance trainings completed at ECC

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- Article 10, Section 9(g) covers **4 hours per semester** of “required District trainings” for PTF without additional pay.
- If a PTF exceeds the 4 hours max in a semester, then the payment will be paid as part of the Professional Development hours.