



DIOCESE OF SACRAMENTO

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LAY PERSONNEL

November 23, 2020

To: Pastors, Parochial Administrators, Parish Stewards, Agency Directors, Office Managers, and School Principals

FR: Anna Schiele

RE: **Reminder Catholic Mutual Anti-Sexual Harassment Online Training**

This is a friendly reminder that the deadline for the information previously communicated below is approaching. **This requirement does apply to all employees.**

Effective January 1, 2019: Senate Bill SB 1343 has expanded the obligation of an employer when dealing with sexual harassment in the workplace. Employees will now be required to take a one hour training every 2 years in addition to supervisors having to take a two hour training every 2 years. In addition, SB 1343 “requires that employees be trained during calendar year 2019. Employees who were trained in 2018 or before will need to be retrained.” This will require all employers to have supervisors complete the updated training module and to ensure employees complete the new one hour training module. The training must be completed by **January 1, 2021.**

The required training is provided to us by Catholic Mutual via CMG. Below are the links to access the training in accordance with your work place location:

- Catholic Funeral & Cemetery Service Employees:
<https://sacramento-cemeteries.cmgconnect.org>
- Charities/Camps/Agency Employees:
<https://sacramento-charities-camps.cmgconnect.org>
- Parish Employees: <https://sacramento.cmgconnect.org>
- Pastoral Center Employees: <https://sacramento-pastoral-center.cmgconnect.org>
- School Employees: <https://sacramento-schools.cmgconnect.org>

This course will provide a general overview of sexual harassment prevention to assist employers in developing a greater understanding of basic compliance obligations in California. There will be a short assessment at the conclusion of the presentation.

Note: SB 1343 not only changes the criteria of who will be required to take the training but also dictates the materials that are embedded in the training. The training mandate retains the requirement that the curriculum cover gender identity, gender expression, and sexual orientation, and it also retains the specific definition of “employer” that effectively removes the religious organization exemption from all the training provisions. We want to emphasize while this section of training is required by the state it does not apply to us. The Catholic Mutual Anti-Sexual Harassment Online Training will reflect the updated content to remain in compliance with the new state requirements.

If you have any questions please contact me at 916-733-0240 or aschiele@scd.org.