

State-specific sexual harassment training requirements (United States)

Sexual harassment affects more than just the employees involved—it affects your entire organization. Besides causing emotional duress and decreased performance, lawsuits resulting from sexual harassment are stressful and expensive. Sexual harassment prevention training can help build awareness as well as provide guidelines on what to do when encountering these situations. Not only is it the right business decision, but many states require companies to offer sexual harassment training for employees.

OpenSesame offers a wide variety of online sexual harassment prevention courses applicable to a range of industries and business contexts. For states without specific requirements, many OpenSesame <u>sexual harassment prevention courses</u> will help you meet your training needs. For states with specific and mandatory requirements (such as California, Connecticut, Delaware, Illinois, Maine and New York) OpenSesame has you covered with <u>state-specific</u> and <u>multi-state</u> courses.

Learn more about the requirements in the states you operate in to ensure your organization is in compliance and employees stay safe, happy, and productive.

The information provided herein is intended solely for informational purposes and does not constitute legal advice. We do not guarantee the accuracy and timeliness of this information. You are strongly advised to seek appropriate professional legal counsel before taking any action based on this information. OpenSesame disclaims any liability arising directly or indirectly from the use or application of this information.

| State | Sexual harassment prevention training requirements | Additional information |
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| Alabama | Recommended, not required. | Equal Employment Opportunity Commission |
| Alaska | Recommended, not required. | Alaska State Commission for Human Rights |
| Arizona | Recommended, not required. | <u>Arizona Attorney General</u> |
| Arkansas | Recommended, not required. | Equal Employment Opportunity Commission |



| California | Training: Mandatory Harassment Training Company size: More than 5 employees Roles with required training: All employees and supervisors Time requirements 2 hours for supervisors 1 hour for nonsupervisory employees Initial training requirements: Train within six months after they assume a position Retraining requirements: Every 2 years | CA Civil Rights Department Government Code 12950.1 S.B. 396 AB 1825 AB 2053 California's Civil Rights Department |
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| Colorado | Recommended, not required. • 3 CCR 708-1 - Code of Colorado Regulations - "Covered entities are encouraged to take all steps necessary to prevent discrimination, including harassment, from occurring, such as: affirmatively raising the subject, expressing strong disapproval, promulgating and distributing an anti-discrimination policy, training, developing appropriate sanctions, informing affected individuals of their right to raise and how to raise the issue of discrimination, and developing methods to sensitize all concerned." The expansion of The Colorado Anti-Discrimination Act (CADA) (adopted June 2023) in SB 23-172 -Protecting Opportunities and Workers' Rights Act (POWR Act) expanded protections for CO workers against discriminatory practices including • Restricts use of nondisclosure agreements related to disclosure of alleged discriminatory or unfair employment practices • Rejects the "severe or pervasive" standard of proof of workplace harassment in favor of a standard that prohibits unwelcome harassment • Requires employers to preserve any personnel or employment records for at least 5 years | Colorado Civil Rights Division 3 CCR 708-1 - Code of Colorado Regulations SB 23-172 - Protecting Opportunities and |
| Connecticut | Training: Mandatory Sexual Harassment Training Company size: All sizes Roles with required training: All employees Time requirements 2 hours for both supervisors and employees Initial training requirements: Within 6 months of start date Retraining requirements: Every 10 years | The Connecticut Fair Employment Practices Act Connecticut Human Rights and Opportunity Act - Sec. 46a-54(15)(B) Time's Up Act: Public Act 19-16 Public Act 19-93 |
| Delaware | Training: Mandatory Sexual Harassment Training Company size: Companies with over 50 employees Roles with required training: All employees | Delaware Office of Human Relations House Bill 360 |



| | Time requirements: None Initial training requirements: Within 1 years of start date Retraining requirements: Every 2 years | |
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| District of Columbia | Recommended, not required. | <u>District of Columbia Office of</u> <u>Human Rights</u> |
| Florida | Public sector: Training: Required sexual harassment prevention training Roles with required training: All supervisors in executive branch agencies. | Public Personnel of Florida's Administrative Code - 60L-40.001 Florida Commission on Human Relations Fla. Admin. Code, Tit. tit. 60L, § 21.004. |
| Georgia | Recommended, not required. | Georgia Commission on Equality |
| Hawaii | Recommended, not required. • §12-46-109 Sexual harassment. (g) - "Prevention is the best tool for the elimination of sexual harassment. Employers should affirmatively raise the subject, express strong disapproval, develop appropriate sanctions, inform employees of their right to raise and how to raise the issue of sexual harassment, and take any other steps necessary to prevent sexual harassment from occurring. [Eff 12/31/90] (Auth: HRS §§368-3, 378-8) (Imp: HRS §§368-3, 378-2)" | Hawaii Civil Rights Commission Haw. Admin. Rules § 12-46-109(g). |
| Idaho | Recommended, not required. | Idaho Commission on Human Rights |
| Illinois | Training: Mandatory Sexual Harassment Training Company size: All sizes Roles with required training: All employees Time requirements: To be determined Initial training requirements: Train within six months after they assume a position Retraining requirements: Annually | SB0075 SB0075 Illinois Department of Human Rights (820 ILCS 96/) Workplace Transparency Act. |
| Chicago, Illinois | Training: Mandatory Sexual Harassment and Bystander Intervention Training Company size: All sizes Roles with required training: All employees and supervisors Time requirements: Employees (2 hours of total training): 1 hour of sexual harassment training; *1 hour of bystander intervention training | • <u>SO2022-665</u> • <u>O2022-665</u> |



| | Supervisors (3 hours of total training:: 2 hours of sexual harassment training; *1 hour of bystander intervention training *1 hour of bystander intervention training must be separate/standalone from sexual harassment training Initial training requirements: By June 30, 2023 Retraining requirements: Annually | |
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| Indiana | Recommended, not required. | Indiana Civil Rights Commission |
| lowa | Public sector: Training: Required harassment prevention training Roles with required training: Directors of each department in a state agency | <u>lowa Civil Rights</u> <u>Commission</u> <u>Executive Order 44</u> |
| Kansas | Recommended, not required. | Kansas Human Rights Commission |
| Kentucky | Recommended, not required. | Kentucky Commission on Human Rights |
| Louisiana | Recommended, not required. | Louisiana Commission on Human Rights |
| Maine | Training: Mandatory Sexual Harassment Training Company size: Companies with over 15 employees Roles with required training: All employees Time requirements: None Initial training requirements: Train within 1 year of hire Retraining requirements: None | 26 Me. Rev. Stat. § 807(3) Maine Human Rights Commission |
| Maryland | Recommended, not required. No requirements, but when deciding a sexual harassment case, the Maryland Commission on Human Relations will favorably consider steps employers took to prevent sexual harassment. Suggested steps include: Establishing and implementing personnel policies regarding sexual harassers. Establishing a complaint process that employees may access if they believe they have experienced sexual harassment. Making staff aware of personnel policies, and training staff to recognize and avoid sexual harassment. | Maryland Commission on Civil Rights |



| Massachusetts | • M.G.L. c. 1518 § 3A(e) - "Employers and labor organizations are encouraged to conduct an education and training program for new employees and members, within one year of commencement of employment or membership, which includes at a minimum the information set forth in this section. Employers are encouraged to conduct additional training for new supervisory and managerial employees and members within one year of commencement of employment or membership, which shall include at a minimum the information set forth in subsection (b), the specific responsibilities of supervisory and managerial employees and the methods that such employees should take to ensure immediate and appropriate corrective action in addressing sexual harassment complaints. Employers, labor organizations and appropriate state agencies are encouraged to cooperate in making such training available." | Massachusetts Commission Against Discrimination Massachusetts Fair Employment Practice Act M.G.L. c. 151B § 3A(e) M.G.L. c. 151B § 3A(e) |
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| Michigan | • M.G.L. c. 151 section 3(A)(e) "Employers and labor organizations are encouraged to conduct an education and training program for new employees and members, within one year of commencement of employment or membership, which includes at a minimum the information set forth in this section. Employers are encouraged to conduct additional training for new supervisory and managerial employees and members within one year of commencement of employment or membership, which shall include at a minimum the information set forth in subsection (b), the specific responsibilities of supervisory and managerial employees and the methods that such employees should take to ensure immediate and appropriate corrective action in addressing sexual harassment complaints. Employers, labor organizations and appropriate state agencies are encouraged to cooperate in making such training available." | M.G.L. c. 151 section 3(A)(e). Michigan Department of Civil Rights |
| Minnesota | Recommended, not required. | Minnesota Department of Human Rights |
| Mississippi | Recommended, not required. | Mississippi Department of Human Services |
| Missouri | Recommended, not required. | Missouri Department of Labor & Industrial Relations |



| Montana | Recommended, not required. | Montana Department of Labor & Industry |
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| Nebraska | Recommended, not required. | Nebraska Equal Opportunity Commission |
| Nevada | Public sector: Training: Required harassment prevention Roles with required training: All state employees Time requirements: None Initial training requirements: within 6 months after an employee is initially appointed to state service Retraining requirements: Once every 2 years | Nevada Equal Rights Commission Nev. Admin. Code ch. 284, s. 496. |
| New Hampshire | Recommended, not required. | New Hampshire Commission for Human Rights |
| New Jersey | Recommended, not required. HOSTILE WORK ENVIRONMENT CLAIMS UNDER THE NEW JERSEY LAW AGAINST DISCRIMINATION (SEXUAL AND OTHER HARASSMENT) (Approved 05/2015; Revised 03/2016) - Gaines v. Bellino, 173 N.J. 301, 313 (2002) - "Thus, trial judges must decide whether to charge proximate causation in hostile work environment cases in light of these conflicting precedents. This is because an employer has a duty to take reasonable steps to prevent unlawful harassment from occurring in the workplace. To determine whether defendant [employer's name] was negligent, you may consider the following: Whether it had in place well-publicized and enforced anti-harassment policies; Whether it had effective formal and informal complaint structures; Whether it had in place anti-harassment training programs; and Whether it had in place harassment monitoring mechanisms" | New Jersey Division on Civil Rights HOSTILE WORK ENVIRONMENT CLAIMS UNDER THE NEW JERSEY LAW AGAINST DISCRIMINATION (SEXUAL AND OTHER HARASSMENT) (Approved 05/2015; Revised 03/2016) - Gaines v. Bellino, 173 N.J. 301, 313 (2002) |
| New Mexico | Public sector: Training: Required sexual harassment prevention training Roles with required training: All public primary and secondary education providers Time requirements: None Initial training requirements: At time of hire Retraining requirements: annually | New Mexico Department of Workplace Solutions NMAC 6.60.9(c)(11). |



| New York | Training: Mandatory sexual harassment prevention training Company size: All size Roles with required training: All employees and supervisors Time requirements: None Initial training requirements: Within 30 days of hire Retraining requirements: Annually | New York City Council New York State Division of Human Rights Employers training requirements |
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| New York City, New York | Public sector - Intro. 612-A requires all city agencies and the offices of the Mayor, borough presidents, Comptroller, and Public Advocate to conduct annual anti-sexual harassment trainings for all employees. Private sector - Intro. 632-A requires employers with 15 or more employees to conduct annual anti-sexual harassment training for all employees. | Stop Sexual Harassment Act |
| North Carolina | Public sector: Training: Required harassment prevention training Roles with required training: All employees of state agencies operating within the state Time requirements: None Initial training requirements: At time of hire Retraining requirements: None | North Carolina Human Relations Commission 25 N.C.A.C. 1J.1101. |
| North Dakota | Recommended, not required. | North Dakota Department of Labor |
| Ohio | Recommended, not required. • Rule 4112-5-05 Sex discrimination - (J)(6) - "Prevention is the best tool for the elimination of sexual harassment. An employer should take all steps necessary to prevent sexual harassment from occurring, such as affirmatively raising the subject, expressing strong disapproval, developing appropriate sanctions, informing employees of their right to raise and how to raise the issue of harassment under Chapter 4112. of the Revised Code and developing methods to sensitize all concerned." | Ohio Civil Rights Commission Rule 4112-5-05 Sex discrimination - (J)(6) |
| Oklahoma | Public sector: Training: Elimination of sexual harassment in the workplace Roles with required training: All state employees | Oklahoma Office of the Attorney General Okla. Stat. Tit. 74, § 840.21(F.1); tit. 530, § 10-3-20. |
| Oregon | Recommended, not required. | Oregon's Workplace Fairness Act (SB 726) |



| | | Oregon Bureau of Labor and Industries site |
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| Pennsylvania | Public sector: Training: harassment prevention Roles with required training: All employees of a state agency | Pennsylvania Human Relations Commission 4 Pa. Code Sec. 7.595. |
| Rhode Island | Recommended, not required. R.I. Gen. Laws ch. 118,§§ 28-51-2(c), 28-51-3 "Employers are encouraged to conduct an education and training program for new employees and members, within one year of commencement of employment or membership, which includes at a minimum the information set forth in this section. Employers are encouraged to conduct additional training for new supervisory and managerial employees within one year of commencement of employment which shall include at a minimum the information set forth in subsection (b) of this section, the specific responsibilities of supervisory and managerial employees and the methods that these employees should take to ensure immediate and appropriate corrective action in addressing sexual harassment complaints. Employers and appropriate state agencies are encouraged to cooperate in making this training available." | Rhode Island Commission for Human Rights R.I. Gen. Laws ch. 118,88 28-51-2(c), 28-51-3. (Rhode Island Sexual Harassment, Education, and Training Law) |
| South Carolina | Recommended, not required. | South Carolina Human Affairs Commission |
| South Dakota | Recommended, not required. | South Dakota Department of Labor and Regulation |
| Tennessee | Public sector: Training: Sexual harassment prevention in the workplace Roles with required training: All public employees | Tennessee Human Rights Commission Tenn. Code § 4-3-1703. |
| Texas | Public sector: Training: Employment discrimination training, which includes sexual harassment issues Roles with required training: All state employees Time requirements: None Initial training requirements: within 30 days of the start of employment Retraining requirements: Every 2 years | Right-to-Work Laws in Texas Tex. Lab. Code. § 21.010. |



| Utah | Public sector: Training: Workplace Harassment and Abusive Conduct Prevention Roles with required training: All employees of the State of Utah Time requirements: None Initial training requirements: At time of hire Retraining requirements: Every 2 years. | State of Utah Labor Commission Utah Department of Government Operations Utah Admin Code R477-10-4 |
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| Vermont | Recommended, not required. • Vt. Stat. Ann. tit. 21, § 495h(f) "Employers and labor organizations are encouraged to conduct an education and training program for all new employees and members that includes at a minimum all the information outlined in this section within one year after commencement of employment." | Vermont Human Rights Commission Vermont Fair Employment Practices Act |
| Virginia | Recommended, not required. | Virginia Human Rights Council |
| Washington | Industry-specific: Training: Mandatory Harassment Training for employees likely to work alone in a hotel, motel, security or janitorial setting Company size: All sizes Roles with required training: All employees and supervisors working in a hotel, motel, security or janitorial setting Retraining requirements: None Time requirements: None Public sector: Training: Sexual harassment prevention Roles with required training: All employees Initial training requirements: Within six months of appointment Retraining requirements: Every five years Time requirements: None | Washington State Human Rights Commission RCW 49.60.515 Washington State Department of Enterprise Services |
| West Virginia | Recommended, not required. | West Virginia Human Rights Commission |
| Wisconsin | Recommended, not required. • "How can management respond to harassment concerns?: "Provide training to educate employees on the issue of harassment and periodically remind them of your strong desire to maintain a harassment free workplace." | Wisconsin's Equal Rights <u>Division</u> Wisconsin <u>Harassment in the</u> Workplace FAQ |



| Wyoming | Recommended, not required. | Wyoming Department of Workforce Services |
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Learn more about how OpenSesame can help your organization meet your sexual harassment prevention training needs, contact us at (503) 808-1268 or visit www.opensesame.com.