

CONNECTICUT

Once you have played the main 90 minute **Stop BULLYING & HARASSMENT NOW!** video, play the state additional training video. This additional video will fulfill the additional state requirements.

Below you will read more about the additional state requirements.

Note: E-learning training must also provide instructions on how to contact a trainer who can answer questions within two business days.

Employers should also have their policy ready to review with the employees during the training.

NOTE: Connecticut law requires that any e-learning format must “provide an opportunity for students to ask questions and obtain answers in a reasonably prompt manner.”

Employers should also have their policy ready to review with the employees during the training.

Connecticut employers must provide sexual harassment training for 2 hours at least once every 10 years, but suggest training once every 3 years. Employers with three or more employees must provide both supervisory and non-supervisory employees with at least **two hours of training** within **six months of hire**. Employers with fewer than three employees must provide the training to supervisors.

What must be covered in training checklist?

- ✓ Interactivity / Ability to ask questions and get trainer's answers
- ✓ Definition of protected characteristics
- ✓ Types of sexual harassment (quid pro quo and hostile work environment)
- ✓ Parties to harassment
- ✓ Remedies available
- ✓ Strategies to prevent harassment
- ✓ Practical examples from case law, news, and media
- ✓ Resources for victims and complainants
- ✓ Personal liability of harasser / Criminal liability
- ✓ Supervisor's obligation to report harassment
- ✓ Elements of the employer's harassment policy
- ✓ Retaliation

Requirements for supervisory and nonsupervisory employees

The training course must:

- Provide the definition of sexual harassment.
- Describe all federal and state statutory provisions prohibiting sexual harassment in the workplace.
- Define sexual harassment as set forth in the Connecticut General Statutes.
- Discuss the types of conduct that may constitute sexual harassment under the law, including the fact that the harasser or the victim of harassment may be either a man or a woman and that harassment can occur involving persons of the same or opposite sex.
- Describe the remedies available in sexual harassment cases, including but not limited to: cease and desist orders; hiring, promotion or reinstatement; compensatory damages; and back pay.
- Advise employees that individuals who commit acts of sexual harassment may be subject to both civil and criminal penalties.
- Discuss strategies to prevent sexual harassment in the workplace.

Online training complies with Connecticut law as long as the training “provides an opportunity for students to ask questions and obtain answers in a reasonably prompt manner.”