



Mandatory All Employees Trainings

550 E. Hospitality Lane, Suite 200, San Bernardino, CA 92408
Phone: 909-388-6900 • www.sbccd.edu

	Regulation	Mandatory All Employees (9 hours 5 minutes)	Time (min)	Frequency
Safety	Cal/OSHA 5110(b)(3)	Back Injury and Lifting	20	Initial + Biennially
	Cal/OSHA Title 8 - 5193(g)(2)	Bloodborne Pathogen Exposure Prevention (Microlearning)	2	Initial + Annually
	Cal/OSHA 6161(g)(1)-(2), Cal/OSHA 3220	Fire Prevention Cal/OSHA	20	Initial + Annually
	Cal/OSHA 5194(b)(1)	Hazard Communication: The New GHS Standards	60	One-Time
	Cal/OSHA 3203	Injury & Illness Prevention Program (IIPP)	30	One-Time
	Cal/OSHA 3203	Injury & Illness Prevention Program - Employee	17	One-Time
	Cal/OSHA 3273	Slips, Trips, and Falls	20	One-Time
	Cal/OSHA 5110(b)(3)	Workplace Ergonomics	30	One-Time
TOTAL MINUTES		199 minutes (3 hours 19 minutes)		
HR	SB 553	Active Shooter: Run, Hide, Fight	14	Initial + Annually
	SBCCD AP 3050	Code of Ethics	10	One-Time
	SBCCD AP 7100	Commitment to Diversity	8	One-Time
	SBCCD AP 3720	Computer & Network Use	10	One-Time
	Required by Insurance	Cyber Security Training 2023 (Through Litmos)	62	Initial + Annually
	AB 1207	Mandated Reporter: Child Abuse and Neglect	51	Initial + Annually
	SBCCD AP 3410	Nondiscrimination	10	One-Time
	SBCCD AP 3430	Prohibition of Harassment	12	One-Time
	SB 1343	Sexual Harassment Prevention for Non-Managers (SB 1343)	59	Initial + Biennially
	AB 2683	Sexual Violence Awareness for Employees (AB 2683)	39	Initial + Annually
	Required by Insurance	Title IX – Roles of Employees	28	Initial + Annually
	SBCCD AP 3510	Workplace Violence	8	One-Time
	SB 553	Workplace Violence Prevention Plan Training	35	Initial + Annually
TOTAL MINUTES		346 minutes (5 hours 46 minutes)		



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***NOTE:** All employees must complete required training to ensure they can safely perform their assigned duties. These trainings will be assigned at the time of hiring, when entering a different position with new assigned duties, and periodically throughout their employment. Training may also be assigned periodically due to updates in policies or procedures and/or following any injuries or instances of non-compliance, etc. The outlined frequency represents the minimum training intervals required following hiring to maintain competence and compliance.

	Regulation	Optional Recommended (1 hours 15 minutes)	Time (min)	Frequency
Optional	Cal/OSHA 3400(b) , 3421 , 3439(b) , 6251(d)(2) , 5157(k)(D) , 5158(2)(d) , 5193 , 6052(d)(2)	AED (Automated External Defibrillators) - Updated	16	One-Time
	Cal/OSHA 3400(b) , 3421 , 3439(b) , 6251(d)(2) , 5157(k)(D) , 5158(2)(d) , 5193 , 6052(d)(2)	Cardiopulmonary Resuscitation (CPR)	19	One-Time
	Cal/OSHA 3220	Emergency Evacuation Chair Training	7	One-Time
	Cal/OSHA 3400(b) , 3421 , 3439(b) , 6251(d)(2) , 5157(k)(D) , 5158(2)(d) , 5193 , 6052(d)(2)	First Aid	33	One-Time
TOTAL MINUTES		75 minutes (1 hour 15 minutes)		