



DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

August 18, 2020

CHECKLIST TO DETERMINE IF EMPLOYEES OF THE CONTRACTOR WILL BE REQUIRED TO COMPLETE A SEXUAL HARASSMENT TRAINING MODULE DEVELOPED BY THE DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

State contracts for more than \$10,000 and contractors who employ more than 5 employees, must agree to receive sexual harassment training as required by the Code of Virginia, §2.2-4201.

Effective July 1, 2020, the Code of Virginia § 2.2-4201 states:

“That the Department of Human Resource Management be directed to develop procedures for (i) determining whether an employee of a contractor with state government spends significant time working with or in close proximity to state employees and (ii) if so, requiring such contractor employee to complete any sexual harassment training also provided to state employees if the contractor employee has not received such training within the calendar year in which he begins work on the contract.”

Table with 3 columns: Question, Yes, No. Contains 8 rows of questions regarding contractor employee interactions with state employees.

If the answer is “yes” to any of the above questions, then the contractor’s employees must receive Sexual Harassment training provided by the Department of Human Resource Management.

This training is available on the Department of Human Resource Management web page at www.dhrm.virginia.gov.