BULLETIN: 24-027

DATE: February 12, 2024

TO: All Personnel

FROM: Robert Logan, Deputy Fire Chief, Employee Services

SUBJECT: Required Success Factors Assignments

The following courses will be assigned in SuccessFactors Learning on Monday, February 12, 2024, with a due date of April 12, 2024.

CA State Mandated Reporter Training

> The Child Abuse and Neglect Reporting Act (CANRA) is a set of California state laws passed in 1980 to provide definitions and procedures for mandated reporting of child abuse. Over the years, amendments have expanded the definition of child abuse and the persons required to report. Child abuse is a critical issue in the United States, where nearly five children die every day due to abuse and neglect.

> All City employees can be considered Mandated Reporters under California law and will be required to complete a one-time training regarding their responsibilities. This two-hour course outlines the responsibilities of the mandated reporter, including how to identify different types of child abuse, how to report child abuse, as well as the legal ramifications of failing to perform mandated reporter duties.

Zero Waste in the Workplace

> As part of the ongoing City facility recycling program education effort, all employees will be required to complete the annual Zero Waste in the Workplace training. State law requires food scraps and food-soiled paper, referred to as "organic waste," to be recycled at all City facilities. This will decrease the amount of organic waste sent to the landfill and in turn, reduce greenhouse gas emissions and support the City's Climate Action Plan.

> The video training course will help employees better understand current recycling procedures and regulations.

Important Tips for Completing Success Factors Assignments
- [sfltips.pdf (sandiego.gov)](sfltips.pdf)

Notify Captain McAllister at RMcAllister@sandiego.gov if you completed the course and you were not given credit for completion. Please save your certificate for proof of completion.