

ALL EMPLOYEES

ALL SUPERVISORS AND MANAGERS

OTHER (some employees)



*Some agencies have been delegated authority to provide some mandatory training for their staff (e.g., Department of Transportation) instead of using the above indicated classes. Check with your agency human resource staff to find out if your agency provides any of the required training and, if yes, which classes are provided.*







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*All Supervisors and Managers*

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*All Supervisors and Managers*

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Frequency: Within 6 months of supervisory appointment and every 3 years\*.



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*All Supervisors and Managers*

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Frequency:           Once

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Frequency:           Once

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Frequency:           Once



Frequency:


1) Within 12 months of appointment; and

2) Within 3 months of a 2<sup>nd</sup> worb0 g0 31e9.9q0.00000912 0 612 92 r-4 11.04 Tf1 0 0 1 306.55.8

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*Other (some employees)*

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- Frequency:
1. Within 90 days after being hired, promoted or transferred, unless the person has previously attended the training;
  2. A

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*Other (some employees)*

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Frequency: Every 2 years after completion of the ADVANTAGE Financial Training class.

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Frequency: Prior to receiving iHub access.

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Frequency: Within 6 months of appointment and then every 2

