## Implementation Plan for 2801 - Leadership Training and Development Requirements

CalHR has revised its policy and guidance as it relates to Government Code (GC) 19995.4. Although the policy is effective as of 1 January 2019, CalHR is aware that there will be a transition period needed to allow departments to develop a training and development plan that will successfully allow the employees meet the mandated training. This letter is provided to supplement the policy with amplifying information and a timeline for departments to meet compliance.

2801 states “CalHR will administer the mandated leadership training and development curriculum for CEAs, managers, and supervisors upon initial appointment.” CalHR will provide an exception to this requirement through 1 January 2020, to allow appropriate transition time for departments. During this transition period, departments are reminded that they still must adhere to provisions in Government Code 19130 (b)(9) in regards to personal service contract. All such training conducted under this exemption shall be completed prior to the date specified to ensure compliance with this policy.

After 1 January 2020 all newly appointed leadership training shall be provided exclusively through CalHR approved courses in order to meet the requirements as prescribed in GC 19995.4. Departments and Agencies are highly encouraged to utilize this time to develop a transition plan and strategy to comply with the policy as now stated in 2801.

CalHR Approved Courses for GC 19995.4:

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| **Course** | **Provider** |
| Supervisor Development Program (80 hour) | California Leadership Academy, CalHR |
| Supervisor Development Program (80 hour) | CalHR certified instructor |
| Manager Development Program (40 hour) | California Leadership Academy, CalHR |
| Executive Development Program (20 hour) | California Leadership Academy, CalHR |
| Continual Leadership Training and Development (also known as the biennial requirement, 20 hour)) | Delegated to departments, must follow the California Leadership Academy Statewide Leadership Development Model |