

July 16, 2024

# Required Training for a Safe and Secure Workplace

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Chancellor Block shared this message to the Bruin Community.

Dear Colleagues:

UCLA is committed to maintaining a safe and secure learning and working environment. As UC employees, we all share an individual responsibility to complete mandatory training which keeps us aware and reminded of policies and guidance that help to protect our campus community.

I write today to remind you of the requirement for all employees to participate in mandatory cyber security awareness training, sexual violence and sexual harassment prevention training. These UC training courses form a core part of understanding our responsibilities as community members.

Cyberattacks at UCLA can cause major disruptions to campus and health operations. These attacks can result in the theft of sensitive information as well as threaten the availability of critical services when infiltrated by ransomware or denial-of-service. The cyber security awareness training is designed to educate employees to recognize cybersecurity threats and take appropriate action to reduce risk. It provides guidance on protecting university systems and data.

UCLA must also be a community in which individuals can learn and work together in an atmosphere free from discrimination and harassment. UC’s systemwide sexual violence and sexual harassment prevention training educates our community about sexual violence, including how to prevent it, the role of intervention, and what campus resources are available.

If you are not up to date with your anti-discrimination and cybersecurity awareness training, I urge you to complete the training by **2024**. Maintaining a safe and secure campus environment is the responsibility of each one of us, and the mandatory training courses provide important information to support this goal.

**To access the UC Required training courses and view your training completion status:**

- Go to the [UC Learning Center](#) and log in with your UCLA Single Sign-On credentials.
- Click REQUIRED TRAINING.
- If the required training is overdue, select the course name and click the START button to launch the required course
- Employees must be active in UCPATH to access the training system
- Employees who have already satisfied the course requirements do not need to complete training again unless training course is shown to be newly assigned or past due for completion.

If you have trouble accessing the course, information on how to obtain help can be found on the [UC Learning Center LMS FAQ](#).

Thank you for supporting the continued efforts to protect the University’s data and maintain an environment that is free from sexual harassment, discrimination and violence.

Sincerely,

Gene D. Block  
Chancellor

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