

UHS Faculty and Staff,

Last week you received a notification about the new online Mandatory Reporting training module regarding our responsibilities as they relate to reporting incidents of sexual harassment, sexual assault, dating violence, and/or stalking.

The training module (SM2008 – FY20 MT: Mandatory Reporting) is now available for you to access in TAP. Completing this online training course is mandatory for all UHS employees, and must be completed by **Friday, March 20, 2020**.

If you are not able to access the course in TAP, please contact Jennifer Flores at (713) 743-7366 or jrflores10@uh.edu.

As with all required training, any UH System employee who fails to complete the required training by this deadline will not have met their job expectations and will therefore not be eligible for merit increases as stated in SAM 02.A.11 and SAM 02.A.26.

Thank you for your assistance and cooperation in helping us ensure a safe campus environment for all.

Gaston Reinoso

Associate Vice Chancellor/Vice President, Human Resources, CHRO

University of Houston System