

**UC Cooperative Extension UC CalFresh
Fresno/Madera Counties Program Manual**

Training Checklist

UC ANR Required

Training to complete	Staff Initials	Date completed	Supervisor Initials
Program Manual			
IRB – Human Subjects			
Mandatory Reporter CANRA Training (complete all available modules)			
Living the Principles of Community			
UC Compliance Briefing: Ethical Values and Conduct			
UC Cyber Security Awareness Training			
Safe Driver Training: Van Operation			
UC Sexual Harassment Prevention Training			

UC CalFresh Fresno County Program Required

Training Worksheets to Complete	Staff Initials	Date completed	Supervisor Initials
Youth Curriculum Review Worksheet			
Adult Curriculum Review Worksheet			
2 Youth Lesson Observation Sheet			
2 Adult Lesson Observation Sheet			
Hands on Training to Complete Lesson Demos to Staff:			
MyPlate Overview			
Cooking Demo			
1 youth lesson – staff’s choice			
1 adult workshop – staff’s choice			
NARF Bundling Activity			
Other			
ServSafe			
Strength Finder			
Building Procedure Tour			

*Remember to make copies of certificates, keep in your program manual binder, and submit originals to direct supervisor. Initial on the checklist together.

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Additional Trainings Completed	Staff Initials	Date completed	Supervisor Initials

Updated: 7/11/16 BZ