

REMINDER

Human Trafficking Awareness and Prevention Training for all City of Tampa Employees

Please complete the Human Trafficking Awareness and Prevention Training if you have not already done so.

The training period ends November 30, 2020, and it is imperative that all City of Tampa employees complete this training and receive a completion status for their training records.

The City of Tampa, in partnership with Hillsborough County's Heroes Against Human Trafficking, is pleased to present this one-hour online course from the International Association of Human Trafficking Investigators (IAHTI). It is designed to educate employees on how to recognize and understand how human trafficking occurs. Real-life scenarios prepare employees to make informed decisions, ultimately empowering them to recognize and report incidents of human trafficking. **NOTE:** Sworn police officers have a separate, required four-hour training on this topic.

How to Register:

1. Using Google Chrome or Microsoft Edge, go to <https://iahti.training/hillsborough> or copy and paste entire link into your browser.
NOTE: This is a valid, approved link for Hillsborough County.
 - a. Please note that this program will not work with Internet Explorer (IE).
2. Complete the short registration form. It is important that you do not skip any step:
 - a. Enter your legal **first name** and **last name**
 - b. Enter your **City of Tampa email address**
 - c. **Create a password**
 - d. In the "*Employer/Company*" drop-list, select **City of Tampa**
 - e. Enter both your **work zip code**, and your **home zip code**
 - f. Select an option in the "For your work..." section
 - g. Select "**I am a City of Tampa Employee**" in the "*In Hillsborough County*" section
 - h. Enter your **Employee ID number** (careful to enter this correctly)
 - i. Click **Submit** and complete a short "**Initial Survey**"



To receive credit for training, you must complete steps 1, 2, and 3 below:

1. View all components of the course
2. Pass the Final Exam
3. Complete the Final Survey
4. Print your certificate if desired (This is your personal record for completing the course)

Supervisors: monitor your team's progress by referencing the status report on **Training's home page**. Look under the "New" section.

Questions or issues with connectivity? Contact the T&I Service Desk at OpenTicket@tampagov.net or 813-274-8067.

Questions about content? Ask the HR Training team at TrainingandDevelopment@tampagov.net or 813-274-8584.

**Thank you for taking this important step
toward helping others stay safe from the dangers of human trafficking!**