**Employee Training – Washington ISGP**

The ISGP requires an annual employee-training program on the SWPPP and its implementation.  A training plan must be created that will identify the content of the training, how you will conduct training, the schedule/frequency of training, and a log of dates on which specific employees receive their training.

* **The training plan in the SWPPP must contain:**
* The content of the training
* How the Permittee will conduct training
* The frequency/schedule of training: The Permittee shall train employees annually, at a minimum
* A log of the dates on which specific employees received training
* **Training must include the following, at a minimum:**
* An overview of what is in the SWPPP
* How employees make a difference in complying with the SWPPP and preventing contamination of stormwater
* Spill response procedures, good housekeeping, maintenance requirements, and material management practices
* **Train all employees who work in pollutant source areas to:**
  + Identify pollutant sources and understand pollutant control measures such as spill prevention and response
  + Good housekeeping
  + Environmentally acceptable equipment component and other material handling practices, particularly the handling of all fluids
* **Include in the SWPPP:**
  + Content of training
  + Method(s)
  + Frequency of the training
  + A log of the training dates