

STORMWATER BMPS: EMPLOYEE & CONTRACTOR TRAINING

AFFECTED FACILITIES

These BMPs apply at all municipal and county facilities.

BACKGROUND

Employee and contractor training and knowledge are the beginning point for solving storm water pollution problems. Specific training aspects for employees and contractors are identified in each BMP. The focus of this BMP is more general and includes the overall objectives for assuring effective training.

REQUIRED TRAINING

- All applicable municipal employees should be trained in general stormwater pollution prevention.
- Initial training for new hires and job transferees and refresher training for previously trained employees is required.
- Employees and contractors should be trained on all BMPs applicable to their duties. Refer to the REQUIRED EMPLOYEE & CONTRACTOR TRAINING section of each applicable BMP for job-specific training requirements.
- It is up to each facility or department supervisor to decide which employees or contractors require training.
- Contracts should stipulate that all contracted employees have been trained in proper stormwater management BMPs
- Only employees and contractors whose work is outdoors (always or occasionally) and involves potential storm water pollutants should be trained.
- Training may include formal classroom training sessions, videos, handouts or off-site commercial or community college training.
- Training sessions should allow adequate time for questions and discussion.
- The trainer should be thoroughly familiar with storm water pollution prevention and federal, state, and local ordinances.

REQUIRED STRUCTURES AND EQUIPMENT

- None

INSTALLATIONS REQUIRED FOR NEW CONSTRUCTION OR RENOVATIONS

- None

REQUIRED MAINTENANCE

- None

RECORDS

- Keep records of all employee training sessions, off-site classes or on-the-job training.

REFERENCES

1. Colorado's Phase II Municipal Guidance, October 2001

2. *California Stormwater BMP Handbook*, January 2003
3. *Knoxville (TN) BMP Manual, Activities & Methods*, January 2001
4. *City of Tacoma: Surface Water Management Manual (Vol. IV Source Control BMPs)*,
January 2003
5. *Municipal Facility Runoff Control Plan* (City of Lakewood, CO)
6. *Best Management Practices for Industrial Storm Water Pollution Control* (Santa Clara
Valley, CA)