

Stormwater Staff Training SOP:

General Information:

This SOP may not include all necessary training procedures needed to control and contain potential pollutants on the property. It is the responsibility of the property owner/operator to add to this SOP and LTSWMP as they see fit to better control and contain pollutants on the property.

1. Purpose:

The purpose of a Stormwater Staff Training SOP is to ensure that staff members in charge of compliance to the LTSWMP have been trained properly and know how to handle, control and contain the potential pollutants on this site/property.

2. Procedures:

1.) You, the site/property owner, is responsible for ensuring that all activities on the site comply with the requirements of this Long-Term Stormwater Management Plan. You are not required to provide or document formal training for subcontractors or other outside service providers, but you must ensure that such personnel understand any requirements of this LTSWMP that may be affected by the work they are subcontracted to perform.

2.) Each member of your team in charge of compliance to the long-term stormwater management plan must be formally trained to understand the following:

- The deadlines associated with inspection, maintenance, and reporting of stormwater controls and reports related to the long-term stormwater management plan;
- The location of all stormwater controls on the site and how they are to be maintained;
- The proper procedures (SOP's) to follow contained within this long-term stormwater management plan; and
- When and how to conduct inspections, record applicable findings, and take corrective actions.

3.) You are required to document formal training of your team. Each member of your team is required to receive training upon hire and annually thereafter. The documentation of this training shall be submitted with the annual inspection report provided to the city, and should include the names of each team member with the date they received the training and their signature.