

November 13, 2001

D. Robert Lohn
Regional Administrator
National Marine Fisheries Service - Northwest Region
7600 Sandpoint Way NE
Seattle, Washington 98155

Subject: Washington State Department of Transportation (WSDOT) Maintenance and Operations Program (M&OP) Commitment to Implement the Regional Road Maintenance ESA Program

Dear Mr. Lohn:

This letter serves as a letter of commitment from the WSDOT M&OP to the National Marine Fisheries Service that the WSDOT M&OP will implement the measures, and abide by the commitment made in this Part 3 Application. In addition, we will work closely with National Marine Fisheries Service as we evaluate and adjust the routine Road Maintenance ESA Program through adaptive management.

The WSDOT M&OP is committed to being a partner in the Regional Road Maintenance ESA Program. Part of this commitment is identifying and implementing best management practices (BMPs) to minimize potential environmental impacts associated with Road Maintenance activities. The accompanying Part 3 Application represents the minimization and avoidance measures identified for routine road maintenance activities.

The WSDOT will participate as an active member of the Regional Forum. The WSDOT M&OP will implement the program outlined in this Part 3 Application.

If you need additional information, or have any questions, please feel free to contact Sandra Stephens, WSDOT M&OP Water Quality Policy Manager, at (360) 705-7853.

Sincerely,

Kenneth C. Kirkland
WSDOT M&OP State Maintenance Engineer

Enclosure

Section 2

Washington State Department of Transportation Maintenance and Operations Program Commitment to Part 1 and Part 2 of the Regional Program

Instructions:

- This is a commitment to Part 1 and Part 2 of the Regional Program. There are ten program elements in the Regional Road Maintenance ESA Program. Those agencies seeking a take limit under the 4(d) Rule must comply with each of the ten program elements. Each element has a *regional* action and a *local* action component.
- If your agency wishes to comply with the elements in Section 2 without changes, insert the agency's name in place of the boldface and italics "**(Agency)**". These paragraphs meet the minimum requirements as stated in the Regional Program.
- If your agency proposes exceptions to the Regional Program, these exceptions will need to be defined for both the regional level and your local level in section 4 of the Part 3 Application.

The following are the ten elements of the Regional Program (see *Guidelines*)

Element 1. Regional Forum: A Regional Forum has been created from participating agencies. The Regional Forum provides a regional meeting for program discussion, coordination, and adaptive management.

Regional Action

The Washington State Department of Transportation (WSDOT) Maintenance and Operations Program (M&OP) State Maintenance and Operations Engineer or designee, will be appointed as the Regional Forum member, representing the department. The appointed member shall have the knowledge, authority, and maintenance technical expertise in the field, to discuss, coordinate, and participate in adaptive management of the Regional Road Maintenance ESA Program. The member will have the maintenance knowledge and technical expertise to review the Regional Program, review adaptive management results, recommend program changes, request funding, and brief policy makers for their review and approval of the program. The WSDOT M&OP will participate in the Regional Forum, subcommittee discussions, and activities as they pertain to the Regional Program.

Local Action

The WSDOT M&OP will develop a WSDOT M&OP ESA team that meets regularly. The team will consist of assigned maintenance and operation supervisors and maintenance environmental personnel. The WSDOT M&OP team will implement the Regional Program, develop and update the WSDOT M&OP Part 3 application for WSDOT M&OP manager's review and approval. The team will also coordinate development and implementation of the WSDOT M&OP Part 3, which includes review, discussion, coordination, and adaptive management. The team will

recommend program changes that evolve from adaptive management to improve the regional program and the WSDOT M&OP program. The team will prepare a quarterly Adaptive Management report for the Regional Forum meetings. This report will provide an overview of the implementation of the program. The Adaptive Management report will also recommend potential revisions to the Regional Program based on new information.

Element 2. Program Review and Approval: The program review and approval process will require that each agency participating in the Regional Program comply with the ten program elements. Each agency's Part 3 Application will be reviewed by the Washington State Department of Transportation (WSDOT) Highways and Local Program (H&LP), to ensure that all ten program elements are included in the Part 3 Application. National Marine Fisheries Service and United States Fish and Wildlife Service (the Services) will issue approval for each agency to receive a take limit.

Regional Action:

The Regional Forum has developed, in cooperation with the Washington State Department of Transportation (WSDOT) H&LP, and with the approval of the Services, a process for road maintenance Part 3 Application review. This review and approval process serves as an agency's commitment to comply with the approved program (Part 1 and Part 2). The WSDOT Maintenance and Operations Program (M&OP), as part of the Regional Forum, will work with WSDOT H&LP and the Services in the evaluation of the process for reviewing local agency Part 3 Application as they relate to the Regional Program.

Local Action:

The WSDOT M&OP team will work to develop the WSDOT M&OP's Part 3 Application, and implement the Regional Program. The team will review the following documents: letter of commitment, commitment to the ten program elements, organization structure, activity selection process, selecting/implementing the BMP process, the checklist process, and any local program exceptions from the regional program. The team will review the Part 3 application to ensure it meets the requirements of the Regional Program and seeks a take limit under the 4(d) rule from the Services.

Element 3. Training: Courses will include the topics of basic ESA, design, biological review, permit, maintenance BMPs, and monitoring work activities. The WSDOT Technology Transfer (T2) Center, in conjunction with the Regional Forum, will develop a curriculum for formal training of road maintenance employees in the implementation of the Regional Program. The curriculum may be taught by T2 instructors or other trainers that have passed the train-the-trainer course. The training program will be approved by the Services.

Regional Action:

The Regional Forum has, in cooperation with the WSDOT T2 Center, developed a program for formal training of road maintenance employees in the implementation of

the regional program. The WSDOT M&OP will participate in the Regional Forum discussions as they pertain to Program Element 3 training activities.

The WSDOT M&OP may participate in the training subcommittee, working with WSDOT (T2) and the University of Washington (*TRANSPEED*) to develop and implement training curriculum as outlined in the *Regional Road Maintenance ESA Program Guidelines*. The WSDOT M&OP will support an adaptive management approach to training by reviewing course curriculum and proposing changes to incorporate science based new information into the program.

The Services will review and approve the training curriculum.

Local Action

The WSDOT M&OP will require maintenance employees to attend training courses relevant to their position within the organization as courses are developed and become available. New maintenance employees will be trained on relevant Regional Program courses within a reasonable amount of time.

The WSDOT M&OP team will review and recommend updates to the Regional Program training through adaptive management activities by reviewing course curriculum and implementation of the training program.

Element 4. Compliance Monitoring: Compliance monitoring will take place at a number of levels: local agency supervisory staff and local, state and federal agency permitting authorities. Each local jurisdiction will establish a formal compliance monitoring program for monitoring BMP outcomes and monitoring that takes place as part of various research projects.

Regional Action:

The WSDOT M&OP will participate in the Regional Forum to review the compliance monitoring activities as they pertain to the *Regional Road Maintenance ESA Program Guidelines*. The Regional Forum process includes program implementation, adaptive management, planning process, performance assessments process, outcome assessments process and coordination with resource agencies.

Local Action

The WSDOT M&OP team will review implementation of the WSDOT M&OP's program and through adaptive management recommend changes to the program. The team will conduct planning meetings with environmental staff to identify maintenance activities, to review permits, BMPs, and in-water work requirements. The team will conduct performance assessments on selected BMPs. Performance assessment will involve site visits with environmental staff, supervisors, or resource agencies through the permit process. Monitoring will be done on a routine basis by crew leads, supervisors, maintenance inspectors, or environmental staff. Monitoring may include adequacy of BMPs, development or implementation of checklists, review of implemented BMPs, and their effectiveness. The team will evaluate BMP

implementation, and, through adaptive management, evaluate performance. The team will then review new information on BMPs and recommend for incorporation in the Regional Program. The team will coordinate with resource agencies, to develop communication to improve the adaptive management processes.

Element 5. Scientific Research: Case studies in the field, as well as literature review, are included in this program element. The research will serve to verify effectiveness of BMPs and to recommend changes to BMPs based on the latest technologies.

Regional Action:

The Regional Forum has developed a meeting for cooperative research, professional maintenance interaction, information sharing and adaptive management. The research to be performed by the Regional Forum will be specific to road maintenance activities to address water quality and habitat within the road maintenance right-of-way. Case studies and literature review may be performed both locally and regionally. The information gained may be shared through the Regional Forum. The WSDOT M&OP will participate in the Regional Forum discussions as they pertain to scientific research activities and shared experiences.

Local Action

The WSDOT M&OP Team will analyze specific road maintenance BMPs and jointly work with or support development of a research subcommittee.

Element 6. Adaptive Management: The adaptive management philosophy will apply to all elements of the Regional Road Maintenance ESA Program. The training, research, biological data collection, and program monitoring elements are the basis for adaptive management.

Regional Action:

The Regional Forum provides a forum for adaptive management of the Regional Program. Adaptive management will apply to all elements of the Regional Program. Compliance monitoring, BMP effectiveness monitoring, review of the Regional Program, and scientific research shall provide some of the basis for adaptive management. Information gained from these elements, will be shared at the Regional Forum to provide the basis for adaptive management decisions. Adaptive management will allow new information and science based technology to be incorporated into recommended changes to the *Regional Road Maintenance ESA Program Guidelines*. The WSDOT M&OP will participate in the Regional Forum discussions as they pertain to adaptive management.

Local Action:

The WSDOT M&OP team will implement the program elements of the *Regional Road Maintenance ESA Program Guidelines* and apply adaptive management to the ten program elements. The team will implement a compliance monitoring effort to evaluate the effectiveness of selected BMPs used within program activities. The team

will discuss BMPs as part of their routine meetings and make recommendations on incorporating new information, and changes to the Regional Forum.

Element 7. Emergency Response: This element provides a framework under which road maintenance agencies can operate during emergencies.

Regional Action:

Regional Program includes guidance on emergency response for road maintenance agencies. Emergency response is defined as actions undertaken to avoid imminent threat to public health and safety, public or private property, or serious environmental degradation.

The WSDOT M&OP will participate in Regional Forum discussions as they pertain to emergency response activities and share experiences and actions encountered in previous response activities.

Local Action

The WSDOT M&OP will respond to emergency road maintenance situations and stabilize the situation. Sites will be reviewed with regulatory agencies (as required), and appropriate permits applied for following site stabilization. The WSDOT M&OP will develop a phone tree for resource contacts to be called during an emergency response. Where possible the emergency maintenance activities will employ the same BMPs as routine maintenance activities.

Element 8. Biological Data Collection: This element includes habitat location information within the right-of-way and development of a process to train and alert staff where these guidelines need to be utilized.

Regional Action:

The WSDOT M&OP will participate in the Regional Forum discussions as they pertain to the biological data collection activities and share experiences or actions encountered.

Local Action:

The WSDOT M&OP team will work to identify habitat locations within the road maintenance right-of-way. The team will develop a process and train staff when and where to use the BMPs.

Element 9. Biennial Reports: The Regional Forum will provide biennial (every two years) reports to the Services. Biennial reports will include a review of the ten program elements, updates on research, recommended BMP changes, and recommended updates to the program elements.

Regional Action:

As a member of the Regional Forum, the WSDOT M&OP will participate in providing the Services biennial reports on the progress of the ten program elements of the *Regional Road Maintenance ESA Program Guidelines*. This report will include a

status report and updates on each program element, review of the training program, review of scientific research, review program implementation, and implementation of adaptive management, including recommended changes. The Services will be provided a copy of the quarterly newsletter. The biennial report will be provided to others upon request.

Local Action:

The WSDOT M&OP will provide quarterly and biennial report to the Regional Forum for use in compiling its biennial report on implementation of the Regional Program. This report will address implementation and progress of the Agency's Part 3 Application and activities as they relate to the implementation of the ten program elements of the *Regional Road Maintenance ESA Program Guidelines*.

Element 10. Best Management Practices (BMPs) and Conservation

Outcomes: BMPs and desired conservation outcomes have been developed for road maintenance activities. The Regional Forum will annually review and update the BMPs. Local agencies and the Services will review whatever changes the Regional Forum recommends for adoption.

Regional Action:

The Regional Forum will provide a forum for review and update of the BMPs, and the development of a training program outlined in Program Element 3. The Regional Forum will evaluate the training program and through adaptive management recommend changes to incorporate new information as needed. The WSDOT M&OP may participate in the Regional Forum discussions and activities as they pertain to the Regional Program.

Local Action:

The WSDOT M&OP team will implement the Regional Program. As the training program is developed and made available, the training program will be implemented. The team will develop a decision process to identify when environmental staff is to be consulted. The implementation of Program Element 10, BMPs and Conservation Outcomes, will be reviewed and updated annually.

Section 3

Washington State Department of Transportation Maintenance and Operations Program General Procedures

Instructions:

- Complete this section by providing the following materials on your agency's general procedures: Instructions for each subsection will guide you through this section.

General Procedures Materials

- 3a** Organizational Structure
- 3b** Maintenance Activity/Project Selection Process
 - Classification responsible for making decisions
 - Biological oversight/support
- 3c** Selecting/Implementing the BMP Process
- 3d** Checklist Process
- 3e** Internal Process for Adaptive Management

3a**WASHINGTON STATE DEPARTMENT OF TRANSPORTATION
MAINTENANCE AND OPERATIONS PROGRAM ORGANIZATIONAL STRUCTURE**

Instructions:

- This is a commitment to identify staff participating in the Regional Program
- Complete this section by including your organizational structure for road maintenance activities. The organizational structure will help your agency define who is covered in the 4(d) take limit.

The Washington State Department of Transportation (WSDOT) Maintenance and Operations Program (M&OP) is divided into One Headquarters Office and Six Regional Offices. The Headquarters M&OP is divided into 4 groups who report to the State Maintenance Engineer: New Technology and Training Development, Map Advocacy and Support, Motor Carrier Administration, and Environmental Advocacy and Support. The Headquarters office provides technical support to the Regional Offices. Headquarters M&OP personnel work from the Olympia Headquarters' Office in their sections, with each group reporting to a Program Manager.

The WSDOT Regional M&OP workforce is divided into three groups who generally report to Maintenance and Operations Engineers/Managers: Regular Maintenance, Special Maintenance and Transportation Equipment Fund (TEF). Regions are divided into maintenance areas, which are further divided into maintenance sections. Maintenance personnel work from maintenance facilities in their section, which each group reporting to a Maintenance and Operations Superintendent or Assistant Superintendent. There are six regional offices, twenty-four maintenance areas, ten signals crews, three special crews, one facilities crew, eight bridge crew and 96 maintenance sheds statewide. A map showing the location of WSDOT Regions and Maintenance Areas along with a table of organization is located below in Figure 3a.1 and Figure 3a.2.

Figure 3a.1. Map of WSDOT Regions and Maintenance Areas

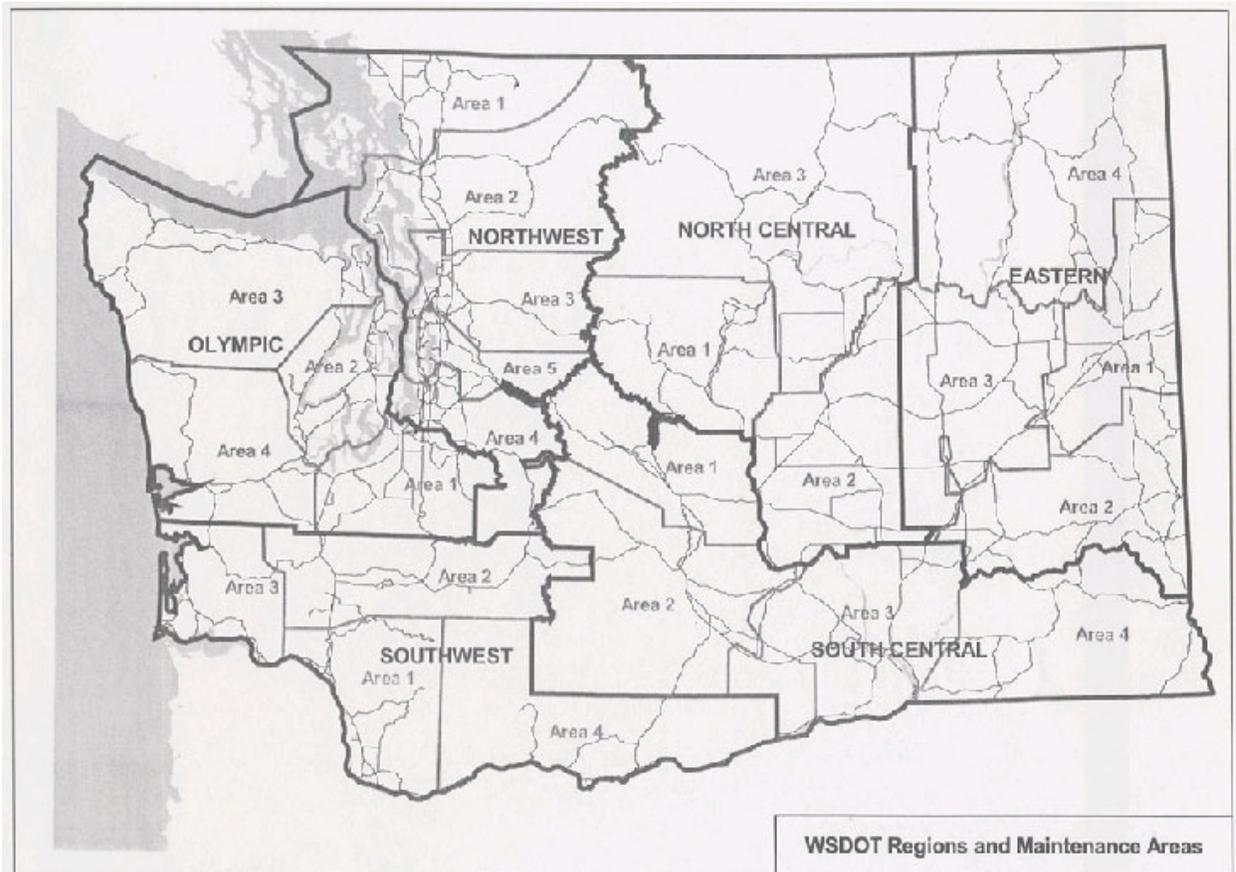
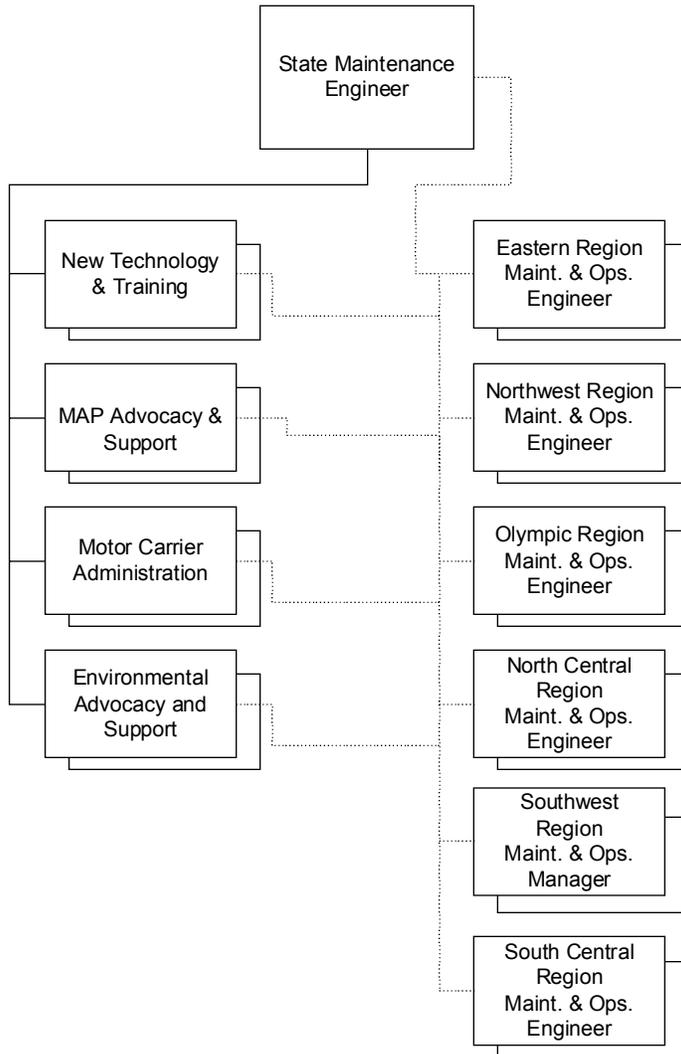


Figure 3a.2. WSDOT Maintenance Table of Organization



3b WASHINGTON STATE DEPARTMENT OF TRANSPORTATION
MAINTENANCE AND OPERATIONS PROGRAM
MAINTENANCE ACTIVITY/PROJECT SELECTION AND
AUTHORIZATION PROCESS

Instructions:

- This is a commitment to a maintenance activity/project selection and authorization process. As you develop your process you may use this framework as a guide.
- The boldface items are the key components your need to define for your process.

Input for Activity or Project may include, but are not limited to, the following:

- Customer Request: Citizen, other WSDOT programs, other Agencies (WDFW, DNR, Ecology, USFS, National Park Service, etc.).

- Maintenance Accountability Process (MAP)
- Inspection
- Washington State Patrol
- Highway Users Groups
- Emergencies: Washington State Patrol, Military Department, Department of Emergency Services.

Selection for Activity or Project may include, but are not limited to, the following:

- Regional Administrator
- Regional Office Maintenance and Operations Engineer
- Superintendent
- Supervisor
- Maintenance and Operations (M & O)
- Lead Technician

Conceptual Planning for Activity or Project may include, but are not limited to, the following:

- Design Engineers/Consultant
- Superintendent
- Supervisor
- Maintenance Environmental Coordinator
- M & O
- Lead Technician

Budget for Activity or Project may include, but are not limited to the following:

- State Maintenance Engineer
- Regional Operation and Maintenance Engineer
- State Maintenance Environmental Services Manager

Schedule for Activity or Project may include, but are not limited to, the following:

- Superintendent
- Supervisor

Environmental Support for Activity or Project may include, but are not limited to, the following:

- Maintenance Environmental Coordinator
- Regional and Headquarters environmental staff
- USFW
- NMFS
- WDFW
- Ecology
- Consultants

3C WASHINGTON STATE DEPARTMENT OF TRANSPORTATION MAINTENANCE AND OPERATIONS PROGRAM BMP SELECTION AND IMPLEMENTATION PROCESS

Instructions:

- This is your agency's commitment to a BMP Selection and Implementation Process.
- If you are planning to use the *Guidelines* without changes, the following sample checklist matches that of the Regional Program.
- If you develop a different process, it must be outlined in Section 4 of this Part 3 Application.

Regional Program BMP Selection and Implementation Process

- Use following checklists (See the *Guidelines*) or develop and use your own checklists as defined in Section 4 of your Part 3 Application.
- Become familiar with the *Guidelines*.
- Identify the “Maintenance Category (ies)” to be performed and BMP categories.
- Define the activity, scope and limits.
- Conduct a site visit.
- Review the BMP options.
- List those BMPs (both part 1 and Part 2) applicable to the Maintenance Category or Categories.
- Select the BMP(s) that will meet the desired outcome.
- Secure permits.
- Prepare a maintenance, sequence and/or schedule.
- Conduct a pre-maintenance/pre-construction meeting to go over the activity, roles and responsibilities, and BMP(s) installation, monitoring/maintenance, and removal.
- Gather the necessary crew(s), equipment and material.
- Implement the BMP(s) by following the *Guidelines* instructions, permits or plans.
- Ask for help (if required).

3d CHECKLIST PROCESS

Instructions:

- This is a commitment to use a checklist process in your agency.
- If you are planning to use the *Guidelines* without changes, use the following sample checklists from the Regional Program.
- If you develop a different process, it must be outlined in this section under a heading “Your Checklist Process” and in section 4 of this Part 3 Application.

3d (1) Activity or BMP Planning and Selection Checklist

1. Make site visit before starting work.
2. Define activity, scope and limits.
3. Identify sensitive areas and drainage features.
4. Is Environmental staff required to review plans or provide crew support?
5. Are fish present (or likely to be present) in the work area or activity impact area? (If yes, contact environmental support staff or WDFW.)
6. Will fish exclusion be required? (If yes, coordinate with designated staff or agency.)
7. Review Maintenance Category BMP options related to site-specific conditions.
8. Select applicable BMP(s) from Part 1 & 2 of the *Guidelines*.
9. Secure permits.
10. Read and understand permit conditions. Resolve permit conditions before moving forward.
11. Prepare construction or maintenance sequence (including installation, monitoring/maintaining and removing BMP(s)).
12. Schedule a pre-maintenance or a pre-construction meeting as necessary.
13. Review activity as possible model for training and/or adaptive management discussions.

3d (2) Pre-Construction or Pre-Maintenance Meeting Checklist

1. Invite appropriate personnel and/or agencies.
2. Prepare agenda and attendance/sign in form.
3. Outline construction/maintenance, schedule, and/or sequence (including installation, monitoring and maintaining, and removing BMP(s)).
4. Identify sensitive areas and drainage features.
5. If fish exclusion required, follow Fish Exclusion Protocol in Appendix E.
6. Clarify roles and responsibilities of personnel and agencies related to aspects of the activity.
7. Discuss permits and approvals.
8. If environmental staff is required to be onsite during work activities: introduce personnel and their role(s).

3d (3) Activity or BMP Installation, Monitoring, Maintaining and Removal Checklist

1. Identify/mark work area and location of BMP(s).
2. Arrange for delivery of BMP(s) products.
3. Environmental staff support as appropriate.
4. Make sure BMP(s) are installed in accordance with *Guidelines*, permit conditions and/or specifications.
5. Monitor/check BMP(s) routinely to make sure BMP outcomes are achieved, and make repairs, adjustments, and/or additions as necessary.
6. Remove BMP(s) and re-vegetate in accordance with the *Guidelines*.

3e INTERNAL PROCESS FOR ADAPTIVE MANAGEMENT

Instructions:

- This is a commitment to use an adaptive management process in your agency.
- If you are planning to plug into the *Guidelines* without changes, use the following adaptive management framework. (See the *Guidelines*).
- If you develop a different adaptive management process, it must be outlined in this section and listed in section 4 of this Part 3 Application.

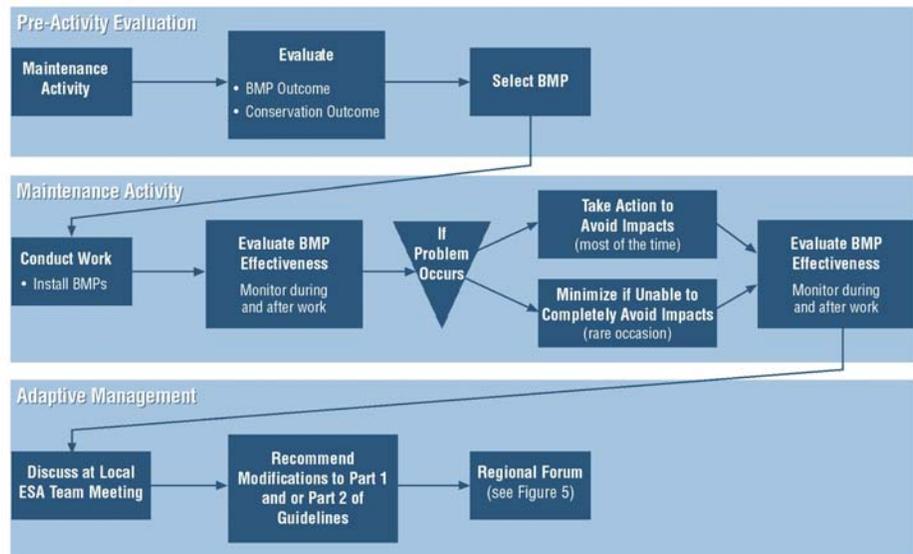
WSDOT M&OP staff will participate in the Regional Forum, described in Part 1 of the Regional Program *Guidelines*.

WSDOT M&OP will develop a team in which information and experiences can be shared and reviewed to improve the implementation of the Regional Program. The team will do the following:

- Share information.
- Review and evaluate the implementation progress of each Regional Program element.
- Gather and analyze information in order to develop and implement alternatives to correct unproductive BMP(s).
- Review and evaluate new information for possible incorporation into the Program.
- Any Program modifications will be reviewed/approved by Agency policy makers.

The figure on the right shows the local agency adaptive management process:

 **Agency Adaptive Management**
Figure 11



Section 4

Exceptions from Regional Program

Instructions:

- Any exceptions to the Regional Program may require a full program review and negotiation. The Services will determine the level of review. This review could include any or all of the following:
 - Biological review.
 - Negotiations with the Services.
 - Public notice.
 - Comment period.
- Highlight any changes or additions to the Regional Program under the proper headings below:

General Procedures

4a Describe any local program elements not included in the Regional Program.

4b Describe any deviations from the Regional Program.

Element 3. Training:

WSDOT M&OP Water Quality Policy Manager is a member of the Regional Forum and the Regional Forum training subcommittee. WSDOT M&OP has developed 13 Maintenance ESA 4(d) courses and has provided a model for consistency between WSDOT and the Regional Forum. WSDOT M&OP is currently updating the training curriculum equivalent to Program Element 3 of the Guidelines. This partnership ensures scarce resources are used to the fullest extent possible without duplication of effort so that the WSDOT Technology Transfer (T2) Center can meet local agencies training needs. WSDOT will make their courses available to local agencies if space is available.

The WSDOT M&OP will send employees to the training, as described in Table 4b.1. Table 4b.1 contains the course title, description, prerequisite, target audience, and course length. Employees will attend additional or refresher training, to keep current with changes to either the Regional Guidelines or WSDOT Maintenance Manual for Water Quality and Habitat Protection.

WSDOT Maintenance and Operations Program Water Quality Policy Manager has primary responsibility for developing and updating student and instructor handbooks for Washington State Routine Road Maintenance ESA 4(d) Program. The Regional Senior Maintenance Environmental Coordinators will have primary responsibility for conducting in-house training and providing

feedback on the material. The Automated Training Management System (ATMS) will keep accurate, updated records of all required and completed training.

Supervisors will schedule crews, when working near sensitive ESA areas, so that they have enough trained employees to properly install and monitor BMPs. Crews are trained that if the desired outcome cannot be met, they will cease work, and notify the Senior Maintenance Environmental Coordinator to work out a resolution. These incidents will be reported back to WSDOT Headquarters' Water Quality Policy Manager, where proposed changes are made based on actual field experience to the Regional Forum.

New employees will be oriented on WSDOT ESA 4(d) program when hired. They will be properly trained before they are directed to execute responsible duties within sensitive areas.

Table 4b.1. WSDOT Maintenance ESA 4(d) Training Program

Course Number	Course Title	Course Description	Prereq	Target Audience	Lgth
101	Executive Overview	Provide overview of WSDOT ESA 4(d) coverage, impact on cost, schedules, regulatory/permitting issues, and training support available to field maintenance crews.	None	A, E, X, R	1 Hr
102	Field Maintenance Crew Overview	Provide in-depth understanding of ESA 4(d), 7, 9, & 10 with an emphasis on Aquatic species, their needs for population recovery, and how maintenance procedures can be accomplished to facilitate this recovery.	None	B, D, F, I, P, S, V	4 Hr.
103	Sediment & Erosion Control	Provide in-depth understanding of ESA 4(d) BMPs of Sediment & Erosion Control while stressing individual impact on water quality and habitat.	101 or 102	A, B, D, F, I, P, R, S, V	1 Hr
104	Emergency Response	Differentiate between Emergency & Unscheduled Routine Road Maintenance and the ESA 4(d) BMPs for each.	101 or 102, 103	A, D, F, P, R	4 Hr.
105	Roadway Maintenance & Operations	Provide in-depth understanding of ESA 4(d) BMPs of Patching, Repairing, Crack Sealing, Shoulder Maintenance, Sweeping & Cleaning, and Misc. Roadway Maintenance.	101 or 102, 103	A, D, F	2 Hr.
106	Roadside Landscape Maintenance	Provide in-depth understanding of ESA 4(d) BMPs of Litter Pickup, Control of Noxious Weeds: Class A or B, and Nuisance & Obstructive Vegetation while minimizing the risk of "Take" and the legal obligations thereof.	101 or 102, 103	D, V	1 Hr
107	Ditch Maintenance	Provide in-depth understanding of ESA 4(d) BMPs of Ditches (non-channeled nor fish bearing streams) while stressing the differences between conveyance systems (channels vs. ditches).	101 or 102, 103	A, D, F	1 Hr

108	Channel Maintenance	Provide in-depth understanding of ESA 4(d) BMPs of Channels, which may or may not be natural streams.	101 or 102, 103	D, F	1 Hr
109	Snow & Ice Control	Provide in-depth understanding of ESA 4(d) BMPs of Snow & Ice Control while stressing proper procedures to avoid adverse impact on receiving waters.	101 or 102, 103	D, I	1 Hr
110	Bridge & Urban Tunnel Maintenance	Provide in-depth understanding of ESA 4(d) BMPs of Deck & Structural Repair, Cleaning, Misc. Maintenance, and Movable & Floating Bridge while minimizing the amount of materials entering waterways and the risk of 'Take'.	101 or 102, 103	B, D, S	1 Hr
111	Storm Water Facilities	Provide in-depth understanding of ESA 4(d) BMPs of Culverts, Catch Basins & Inlets, and Detention/Retention of Basins.	101 or 102, 103	D, F	2 Hr
112	Slope Repair	Provide in-depth understanding of ESA 4(d) BMPs of all work necessary to repair Slope damage from slides, drifting sand or erosion.	101 or 102, 103	D, F	1 Hr
113	Traffic Services	Provide in-depth understanding of ESA 4(d) BMPs of Pavement Striping, Guardrail Maintenance, Surveillance Control and Driver Information.	101 or 102, 103	D, F	1 Hr
114	Support Operations	Provide in-depth understanding of ESA 4(d) BMPs of Support Operations emphasizing stockpile sites.	101 or 102, 103	D, F	1 Hr

Target Audience:

A = Maintenance **A**rea Superintendents

B = **B**ridge Superintendents

D = WSDOT Liaisons and Resource Agency Environmental Staff

E = State Maintenance **E**ngineer

F = **F**ield Maintenance Crews

I = Snow & Ice Control Management Supervisors/Crews

P = Resource Agency **P**ermitting Staff

R = **R**egional Maintenance Engineers

S = **S**pecial Maintenance Superintendents/Crews

V = **V**egetation Management Supervisors/Crews

X = **E**Xecutives

Notes:

No overtime is authorized for training.

No fee is charged for Space Available.

4c Additional Maintenance Categories/Activities, not listed in Parts 1 and 2 of the *Guidelines*.

4d Agency-specific checklists, if different from those in Part 1 of the *Guidelines*.

4e Other additions or changes.