

## Mandatory Training Requirements

The following activities are required for all new WSDOT employees and are due within **30 days** of assignment:

TOPIC	ACTIVITY	DURATION	RETRAINING	TYPE
<b>COVID-19</b>	Global Safety Short: Coronaviruses and COVID-19	25m		Skillsoft Course
<b>Ethical Standards</b>	WA-State Ethics in State Government	1h 30m	Annually	DES Course

The following activities are required for all new WSDOT employees and are due within **60 days** of assignment:

TOPIC	ACTIVITY	DURATION	RETRAINING	TYPE
<b>Diversity, Equity, &amp; Inclusion</b>	Workplace Diversity, Equity, and Inclusion in Action	32m		Skillsoft Course
	Understanding the Americans with Disabilities Act (ADA)	1h		Skillsoft Course
<b>Electronic Security</b>	WA-State IT Security Awareness Training	45m	Annually	DES Course
	WSDOT ITD: Mobile Communication Device Training (Annual)	10m	Annually	Online Course
<b>Hostile Work Environment</b>	Preventing Bullying and Violence	18m		Online Course
	Preventing Harassment in the Global Workplace – Employee Edition, Version 2.0	28m		Skillsoft Course
<b>Policy Acknowledgment</b>	WSDOT HRD: Policy Acknowledgment (Annual)	30m	Annually	WSDOT Document
<b>Safety</b>	Bloodborne Pathogen Awareness 2.0	25m	Annually (Maintenance & Construction Only)	Skillsoft Course
	Electrical Safety 2.0	30m		Skillsoft Course
	Ergonomics in the Workplace 2.0	20m		Skillsoft Course
	Global Safety Principles: Fire Safety and Prevention 2.0	22m	Annually (Maintenance & Construction Only)	Skillsoft Course
	Hazard Communication: An Employee’s Right to Understand 2.0	23m		Skillsoft Course
	Hazardous Material Handling and Storage	40m	Annually (Maintenance & Construction Only)	Skillsoft Course

	WSDOT SAFE: Wildfire Smoke Safety (Annual)	15m	Annually	L&I Course
	WSDOT OEM: WSDOT Active Threat and Lockdown Procedures OLT	10m		OEM Course
Sexual Harassment	WA-State Sexual Harassment Prevention for All Employees <b>or</b>	1h 20m	Annually	DES Course
	WA-State Sexual Harassment Prevention for Supervisors	1h 35m		

The following activities are required for new Maintenance and Construction employees **only** and are due within **60 days** of assignment:

TOPIC	ACTIVITY	DURATION	RETRAINING	TYPE
Safety (Maintenance & Construction)	Global Safety Principles: Hearing Conservation 2.0	19m	Annually (Maintenance & Construction Only)	Skillsoft Course
	Global Safety Principles: Lockout/Tagout 2.0	25m		Skillsoft Course
	Global Safety Principles: PPE: Personal Protective Equipment 2.0	29m		Skillsoft Course
	Ladder Safety 2.0	20m		Skillsoft Course
	WSDOT L&I: Outdoor Heat Exposure and Heat Illness	26m	Annually (Maintenance & Construction Only)	L&I Course
	WSDOT SAFE: Silica Competent Person Training	20m	Bi-Annually (Maintenance & Construction Only)	WSDOT Course

Mandatory training is managed and assigned by the Training Development Unit.  
For questions regarding mandatory training, please email the [Training Development Unit](#).