



1. Purpose:

The IWTC desires to work closely with and in conjunction with our direct stakeholders and any other interested parties concerned with the workforce outcomes of our training programs. The following guidelines are intended to ensure our direct stakeholders and other interested parties are able to provide the IWTC with comments, input, suggestions and other feedback regarding all aspects of training.

2. Stakeholder Definitions:

- 2.1. **Direct Stakeholder:** As it pertains to this policy the IWTC considers its direct stakeholders to be the State of Utah WAP service providers.
- 2.2. **Other Interested Parties:** As it pertains to this policy the IWTC considers other interested parties to be any entity or persons outside of the State of Utah WAP that are concerned with or impacted by the workforce outcomes of the IWTC training programs.

3. Stakeholder participation Policy:

- 3.1. IWTC staff members and/or the IWTC Director of Training will attend regularly scheduled Weatherization Coordinators meetings, typically 3 to 4 a year, in which our direct stakeholders can provide comments, input, suggestions and other feedback regarding the training outcomes and learning objectives of our training programs.
- 3.2. IWTC staff members and/or the IWTC Director of Training will attend the annual WAP public hearing in which other interested parties can provide comments, input, suggestions and other feedback regarding the training outcomes and learning objectives of our training programs.
- 3.3. The State WAP program manager as part of annual program monitoring will elicit feedback from Weatherization service providers regarding workforce outcomes of IWTC training, and forward that information to the IWTC Director of Training.
- 3.4. Direct stakeholders and other interested parties may also contact any IWTC staff member or the IWTC Director of Training by phone, email or fax in order to provide comments, input, suggestions and other feedback regarding the training outcomes and learning objectives of our training programs.