

<p>U.S. Department of Labor Employment and Training Administration Office of Apprenticeship Washington, D.C. 20210</p>	<p><u>Distribution:</u> A-541 Headquarters A-544 All Field Tech A-547 SD+RD+SAA+; Lab.Com</p>	<p><u>Subject:</u> Criteria for the Development of National Guidelines for Apprenticeship Standards and National Standards of Apprenticeship.</p> <p><u>Code:</u> 400.01</p>
<p>Symbols: DSNIP/FDK</p>		<p>Action: Immediate</p>

PURPOSE: To inform the Office of Apprenticeship (OA) staff and the State Apprenticeship Agencies (SAA) staff, Registered Apprenticeship program sponsors and other Registered Apprenticeship partners of the criteria and process for approval of National Guidelines for Apprenticeship Standards (National Guideline Standards) and National Standards of Apprenticeship (National Program Standards).

BACKGROUND:

National Guideline Standards

National Guideline Standards are developed by national committees or organizations, joint or unilateral, and are “Certified” by the U.S. Department of Labor’s Office of Apprenticeship. The OA Administrator, based on consultation with the OA, Division of Standards and National Industry Promotion (DSNIP), signs the documentation necessary to “certify:” the National Guideline Standards as substantially conforming to the requirements of Title 29, Code of Federal Regulations (CFR) parts 29 and 30.

The purpose of National Guideline Standards is to provide policy and guidance to local affiliates of national organizations in developing local standards for approval and registration. When local affiliates develop local standards for registration, even though the local standards may be based upon the organizations’ National Guideline Standards, they must meet all the requirements of and be approved by the Registration Agency in that State.

National Program Standards

National Program Standards are developed and “Registered” for multi-state programs. Such registration is for Federal purposes and is approved for each State covered by the National Program Standards. Apprentices are registered into these National Program Standards. The National OA is the Registration Agency for National Programs. These programs are serviced by the OA’s DSNIP.

Additionally, Title 29 CFR part 29.13(b)(7) requires SAA’s to “Accord reciprocal approval for Federal purposes to apprentices, apprenticeship programs and standards that are registered in other States by the Office of Apprenticeship or a Registration Agency if such reciprocity is requested by the apprenticeship program sponsor. Program sponsors seeking reciprocal approval must meet the wage and hour provisions and apprentice ratio standards of the reciprocal State.”

Therefore, an SAA must provide reciprocal approval to National Program Standards and apprentices registered under these National Program Standards provided the program sponsors seeking reciprocal approval meet the wage and hour provisions and apprentice ratio standards of the State in which reciprocal approval is being sought.

MINIMUM CRITERIA:

National Guideline Standards - An employer, a national committee, or a national organization requesting OA's certification of National Guideline Standards must submit documentation that meets the following criteria:

- Have a presence in 15 States covering three (3) Regions,
- Have the potential to expand to 25 States, and
- Register a minimum of 300 apprentices.

National Program Standards - An employer requesting registration of National Program Standards must submit documentation that meets the following criteria:

- Have a presence in at least 20 States covering four (4) Regions,
- Have the potential to expand to 25 States, and
- Register a minimum of 200 apprentices.

National Program Standards are also defined as Registered Apprenticeship Programs developed by Federal Agencies/Programs Uniformed Military Programs, or Military Civilian Apprenticeship Programs.

ACTION: All requests for new or revised National Guideline Standards and National Program Standards must be submitted the Chief of the DSNIP. All staff should familiarize themselves with this Bulletin.

If you have any questions please contact Franchella Kendall, Chief, DSNIP at 202-693-3813.

NOTE: This bulletin is being sent via electronic mail.