

<p>U.S. Department of Labor Employment and Training Administration Office of Apprenticeship (OA) 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> Policy on Delegation of Authority and Process for Approval of Apprenticeship Programs in states where the OA is the Registration Agency <u>Code:</u> 400.1</p>
<p>Symbols: DSNIP/FDK</p>		<p>Action: Immediate</p>

PURPOSE: To inform the staff of OA, State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors and other Registered Apprenticeship partners of our policy on Delegation of Authority and Process for Approval of OA Registered Apprenticeship Programs. This Circular supersedes Bulletin 2011-08.

BACKGROUND: In October 2008, the U.S. Department of Labor issued a final rule that amended these regulations. Revisions to Title 29, CFR part 29.5, Standards of Apprenticeship included several new elements. To ensure conformity to the revised regulations and consistency throughout the National Apprenticeship Standards, OA revised the approval process for all new and revised Registered Apprenticeship program standards to require that programs registered with OA must be reviewed, approved and signed by the appropriate OA Regional Director (RD).

General Policy: This circular provides Standard Operation Procedures (SOPs) for the approval of Apprenticeship program standards by State Directors that have been delegated the authority by their Regional Director to approve apprenticeship programs. Attached are SOPs for: (1) OA State Director Approval of Apprenticeship Standards-Approved Occupation-State Director without Apprenticeship and Training Representative Involvement, and (2) OA State Director Approval of Apprenticeship Standards-Approved Occupation-State Director with Apprenticeship and Training Representative. This approval authority delegated to a State Director may be rescinded by his/her Regional Director if it is found that that State Director is not following the approved procedures and policies.

ACTION: Effective immediately, the approval of all new and revised program standards in states where OA is the Registration Agency is being delegated to the appropriate State Director for approval and signature. OA staff should familiarize themselves with this Circular and the attachment.

If you have any questions, please contact, Franchella Kendall (202) 693-3798.

NOTE: This Circular is being sent via electronic mail.

Attachments



Version 1.6a - SOP
SD Approval Process f



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SD Approval Process f