



REVISED
NATIONAL
GUIDELINES FOR
APPRENTICESHIP STANDARDS

developed by

The United Brotherhood of Carpenters and Joiners of America
for the occupations of

Occupation	O*NET-SOC Code	RAPIDS Code	Occupation	O*NET-SOC Code	RAPIDS Code
Acoustical Specialist	47-2081.01	0861/0861HY	Millwright	49-9044.00	0335/0335HY
Boat Builder	47-2031.05	0036	Overhead Door Installer	49-9011.00	0104
Bridge-Carpenter Heavy Highway	47-2031.02	0069	Pile Driver	47-2031.02	1009/1009HY
Bridge-Carpenter Heavy Highway	47-2031.02	0069/0069HY	Plasterer	47-2161.00	0423/0432HY
Cabinetmaker	51-7011.00	0055/0055HY	Residential Carpenter (Siding)	47-2031.01	0564/0564HY
Carpenter	47-2031-02	0069/0069HY	Residential Carpenter Specialist	47-2031.01	0564/0564HY
Carpenter, Roofer Specialist	47-2181.00	0480/0480	Scaffold Erector	47-2031.02	0069/0069HY
Cement Mason	47-2051.00	0075/0075HY	Shipwright	4702031.05	0979
Ceramic Tile Installer	47-2044.00	0573/0573HY	Terrazzo Finisher	47-2053.00	0972/0972HY
Dock and Wharf Builder	47-2031.02	1009/1009HY	Terrazzo Installer	47-2053.00	0568/0568HY
Drywall Applicator Specialist	47-2081.02	0145/0145HY			
Drywall Finisher (Taper)	47-2082.00	0561HY			
Energy Specialist	13-1199.01	2005HY			
Floor Coverer (Layer)	47-2042.00	0199/0199HY			
Form Builder	47-2031.02	0206/0206HY			
Glazier	47-2121.00	0221/0221HY			
Industrial Maintenance Mechanic	49-9041.00	0308/0308/HY			
Insulation Worker	47-2031.00	0909			
Interior Systems Carpenter	47-2031.01	0653/0653HY			
Lathing Specialist	47-2031.01	0272/0272HY			
Locksmith	49-9094.00	0289/0289			
Maintenance Carpenter	47-2031.01	0068			

DEVELOPED IN COOPERATION WITH THE
U.S. DEPARTMENT OF LABOR
OFFICE OF APPRENTICESHIP

APPROVED AND CERTIFIED BY THE
U.S. DEPARTMENT OF LABOR
OFFICE OF APPRENTICESHIP

BY: _____ /s/
JOHN V. LADD, ADMINISTRATOR
OFFICE OF APPRENTICESHIP

CERTIFICATION DATE: February 14, 2013

CERTIFICATION NUMBER: C-74243



FOREWORD

The United Brotherhood of Carpenters and Joiners of America recognizes the need for structured training programs to maintain the high level of skill and competence demanded in industry. Registered apprenticeship is the most practical and sound training system available to meet that need, to develop individuals into skilled journeyworkers, and to ensure industry an adequate supply of skilled workers.

Title 29, Code of Federal Regulations (CFR), Part 29, outlines the requirements for registration of acceptable apprenticeship programs for Federal purposes, and sets forth labor standards that safeguard the welfare of apprentices. Such registration may be by the U. S. Department of Labor, Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship as the appropriate body in that State for approval of local apprenticeship programs for Federal purposes. Title 29, CFR, Part 30 sets forth the requirements for equal employment opportunity in apprenticeship to which all registered apprenticeship programs must adhere.

The purpose of these National Guideline Standards is to provide policy and guidance to local Apprenticeship Committees in developing these Standards for Apprenticeship for local approval and registration. These National Guideline Standards developed by the United Brotherhood of Carpenters (UBC) National Joint Apprenticeship and Training Committee (NJATC) are certified by the U.S. Department of Labor, Office of Apprenticeship, as substantially conforming to the requirements of Title 29 CFR Parts 29 and 30. State Apprenticeship Agencies/Councils recognized by the Office of Apprenticeship to register local programs, and/or local laws and regulations, may impose additional requirements that must be addressed in the local apprenticeship standards.

Local Standards of Apprenticeship must be developed and registered by each local Apprenticeship Committee that undertakes to carry out an apprenticeship training program. The local Standards of Apprenticeship will be the local Apprenticeship Committee's written plan outlining all terms and conditions for the recruitment, selection, employment, training and supervision of apprentices as subscribed to by the local Apprenticeship Committee, and must meet all the requirements of the Registration Agency.

The establishment of local apprenticeship programs under these National Guideline Standards will provide the Sponsors with a skilled and versatile work force at each of its locations by providing apprentices the opportunity to become journeyworkers through an organized and properly supervised program of training, practical experience and related instruction.



THE NATIONAL APPRENTICESHIP COMMITTEE

In order to ensure continuous activity and progress in apprenticeship and training at the United Brotherhood of Carpenters and Joiners of America, the National Apprenticeship Committee was established. The Apprenticeship Committee will be responsible for the overall development of the National Guideline Apprenticeship Standards, and provide updated apprentice training for the industry through periodic surveys and recommendations as necessary.

The attached National Guideline Standards are for local Apprenticeship Committees to utilize in developing their local Apprenticeship Standards. The National Apprenticeship Committee looks to the cooperative effort and initiative of local committees to increase and maintain long-lasting apprenticeship activities.

Except as otherwise specifically provided for in the National Guideline Standards, any disputes arising out of the application of the provisions of a local program, which are not resolved by the local Apprenticeship Committee, will be subject to the established grievance procedure. By mutual agreement, the parties may waive the steps of the grievance procedure and refer a grievance directly to arbitration. However, complaints alleging violation of a sponsor's nondiscrimination and affirmative action responsibilities must be handled according to the procedures set forth under 29 CFR Part 30.

NATIONAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE POLICY STATEMENT

Meeting the training needs of Industry is the primary objective of the NJATC. The foundation of our philosophy rests on the belief that training and education will determine the degree of employability for members of the United Brotherhood of Carpenters and Joiners of America (UBCJA).

The NJATC believes that through quality training programs the membership of the UBC is provided with the skills, knowledge and abilities necessary to maintain performance superiority. Our focus on skills, safety, productivity and attitude are necessary to enable all signatory contractors and contractor groups to produce the highest quality of work at the lowest possible cost for the end users. Working in conjunction with the NJATC, the Carpenters International Training Fund (CITF) strives to provide the education and training necessary to improve the quality of life for all signatory contractor members.

The NJATC and CITF believe that only through quality training programs can the membership be afforded employment that will provide a high standard of living. The NJATC and CITF recognize there are no shortcuts to becoming a competent journey-level craftworker. Only through meaningful standards, adopted by a highly organized program devoted to appropriate guidance, personal commitment and consistent discipline, can this level of individual competency be accomplished.



The NJATC and CITF believe a uniform National Apprenticeship Training Program is essential to provide the most highly skilled workers and the most productive craftworkers. They believe that National Skills Standards are necessary to establish meaningful benchmarks that will allow the work processes that a journeyworker must demonstrate to be identifiable and consistent.

The NJATC and CITF believe that through their National Apprenticeship Programs, a clear-cut path for career development and occupational training is provided. The opportunities afforded are limited only by the individual's interest and aptitude. Meaningful, industry-driven apprenticeship produces competent journeyworkers and thus insures the continued availability of a highly skilled workforce.

The NJATC and CITF believe they must continue to have a vision of the future while remaining faithful to its original commitment to meet training needs. Maintaining focus on this central objective – quality training - will lead the United Brotherhood of Carpenters into a bright and prosperous future.

The NJATC and CITF recognize that their reason for existence revolves around serving and assisting the members of the United Brotherhood of Carpenters (UBC), and all signatory contractors, contractor groups and end users at all levels in all apprenticeship and training matters.

DEVELOPMENT OF AFFIRMATIVE ACTION PLAN AND SELECTION PROCEDURES

Equal employment opportunity is required of every registered apprenticeship program. Such requirements apply to the recruitment, selection, employment, and training of apprentices throughout their apprenticeship.

Guidelines for an Affirmative Action Plan and Selection Procedure are attached.

Representatives of the Registration Agency are available to assist the local Apprenticeship Committee in developing its Standards of Apprenticeship, Affirmative Action Plan and Selection Procedures using the sample provided. Once developed, the Standards of Apprenticeship, as well as the Affirmative Action Plan and Selection Procedures must be submitted to the Registration Agency for approval and registration.



OFFICIAL ADOPTION OF NATIONAL GUIDELINES **FOR APPRENTICESHIP STANDARDS**

The United Brotherhood of Carpenters and Joiners of America hereby officially adopts these National Guidelines for Apprenticeship Standards on this 2nd day of JAN, 2013

Doug Barnes

Douglas J. Barnes, Labor Co Chairman – UBC NJATC

James X. Clemens

James X. Clemens, Management Co-Chairman – UBC NJATC