

NATIONAL GUIDELINES
FOR OUTSIDE
APPRENTICESHIP
STANDARDS

FOR

Electrical Joint Apprenticeship and Training Committees

Representing

THE

National Electrical Contractors Association, Inc.

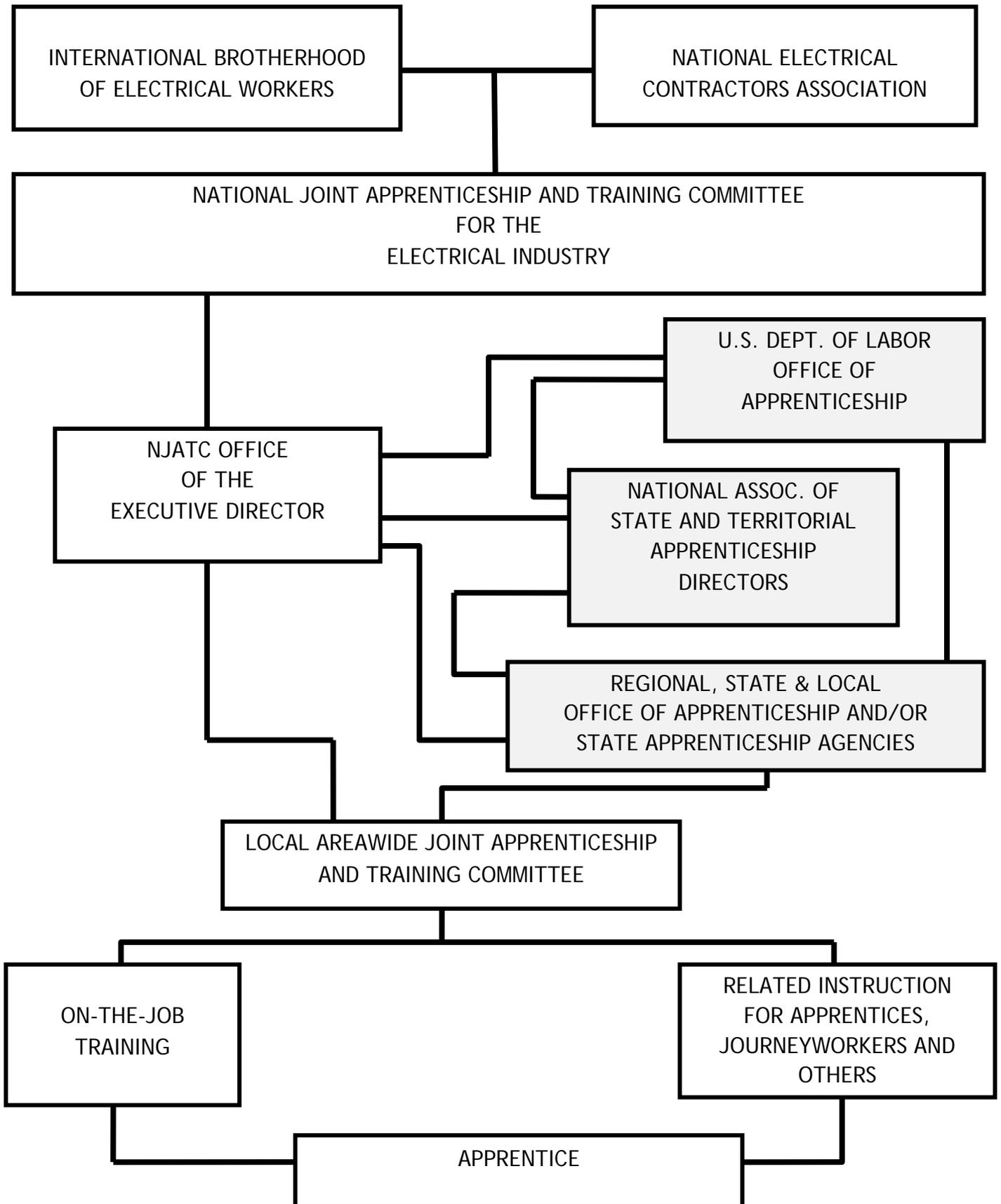
AND THE

International Brotherhood of Electrical Workers

- Revised September 2011 –

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

APPRENTICESHIP SYSTEM OF THE ELECTRICAL CONTRACTING INDUSTRY



FOREWORD

Title 29 Code of Federal Regulations Part 29 outlines the requirements for registration of acceptable apprenticeship programs for federal purposes, and sets forth labor standards to 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 for approval of local apprenticeship programs for federal purposes. Title 29 Code of Federal Regulations Part 30 sets forth the requirements for equal employment opportunity in apprenticeship to which all registered apprenticeship programs must adhere.

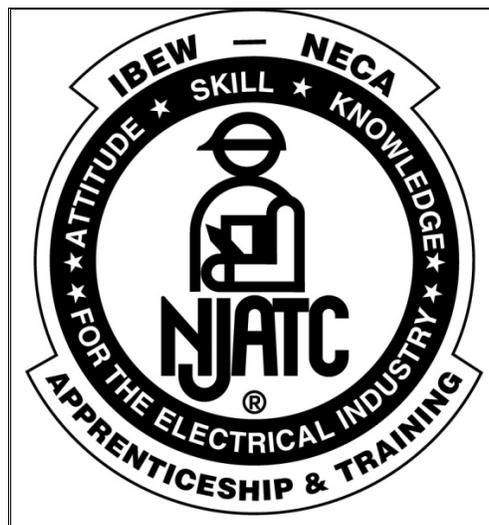
The purpose of these National Guidelines for Apprenticeship Standards is to provide policy and guidance to Areawide Joint Apprenticeship and Training Committees (AJATCs) in properly developing Apprenticeship Standards for Industry approval and subsequent Registration Agency acceptance. The National Guidelines for Apprenticeship Standards, Selection Procedures and Affirmative Action Plan, developed by the National Joint Apprenticeship and Training Committee for the Electrical Industry (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 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 local Apprenticeship Standards.

Area Apprenticeship Standards developed from the NJATC's National Guidelines for Apprenticeship Standards must be properly registered, as per Industry Policy, by each AJATC that undertakes to carry out an apprentice training program. Area Apprenticeship Standards represent the AJATC's written plan delineating the terms and conditions for the recruitment, selection, employment, training, and supervision of apprentices as subscribed to by the AJATC. Local Apprenticeship Standards must meet the requirements of the local Registration Agency.

[Insert OA Letter of Approval]

National Joint Apprenticeship and Training Committee for the Electrical Construction Industry

MISSION STATEMENT



The mission of the National Joint Apprenticeship and Training Committee is to develop and standardize training to educate the members of the International Brotherhood of Electrical Workers and the National Electrical Contractors Association; insuring and providing the Electrical Construction Industry with the most highly trained and highly skilled workforce possible.

NATIONAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE

Philosophy Statement

Meeting the training needs of the Electrical Construction Industry is the primary objective of the NJATC. The foundation of our philosophy lies in a belief that training, and training alone, will determine the employability for members of the International Brotherhood of Electrical Workers (IBEW) and the National Electrical Contractors Association (NECA).

The NJATC believes that through quality training programs the membership of the IBEW will be provided with the skills, knowledge and abilities necessary to maintain performance superiority. This exceptional efficiency will enable members of NECA to produce the highest quality of work – at the lowest possible cost.

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

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

The NJATC believes that through its National Apprenticeship Programs, a clear-cut path for career development and occupational training is provided. The opportunities afforded are limited only by one's interest and aptitude. Meaningful, industry-driven apprenticeship produces competent craftsmen and thus insures the continued availability of a highly skills workforce at minimum or no cost to the taxpayers.

The NJATC believes it 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 Electrical Construction Industry into a bright and prosperous future.

The NJATC recognizes that its reason for existence revolves around serving and assisting the members of the NECA and the IBEW at all levels—in all apprenticeship and training matters.

REGISTERING APPRENTICESHIP - STANDARDS -

Whenever Local Apprenticeship Standards are initially adopted, or revised, there is a specific procedure that all IBEW/NECA Apprenticeship programs are to follow. From time-to-time there are various opinions shared on just how this is to take place when, in fact, there is only *ONE* accepted and correct procedure. This REGISTRATION POLICY is referred to in *IBEW/NECA Category I Language, IBEW Basic Laws & Policies* and *Local Apprenticeship and Training Standards for the Electrical Construction Industry* as follows:

IBEW/NECA Category I Language _____

Section 5.01... The local apprenticeship standards shall be in conformance with national guideline standards and industry policies to ensure that each apprentice has satisfactorily completed the NJATC required hours and course of study. All apprenticeship standards shall be registered with the NJATC before being submitted to the appropriate registration agency.

The JATC shall be responsible for the training of apprentices, journeymen, installers, technicians, and all others (intermediate journeymen, etc.).

IBEW Basic Laws & Policies _____

...The Constitution provides that each local union has the power to adopt, or subscribe to, an apprenticeship system or training program, as the conditions may require. However, such shall not conflict with applicable standards or policies of the IBEW. No apprenticeship program that is a fractional part of an apprenticeship occupation recognized by the IBEW will be created. Apprenticeship programs should have responsible and equal participation by the local union and employer. The International has apprenticeship standards in the utility, inside and outside construction, manufacturing, telecommunications, and other branches of the Brotherhood. Local unions seeking to establish new or revised apprenticeship standards SHALL submit the proposed standards to the International President before submitting them to a state, provincial, territorial, or federal registration agency. Any Inside or Outside Joint Apprenticeship and Training Committee (JATC) SHALL submit such proposed or revised standards to the National Joint Apprenticeship and Training Committee (NJATC) *before* submitting them to any Registration Agency.

Apprenticeship Standards are not to be changed at the drop-of-a-hat, or because someone “thinks” it would be a good idea to add this, or delete that. Standards are just what the name implies, a model that is to be followed by one and all. Certainly, they can be modified if necessary. However, any and all changes in a JATC’s registered Standards must be approved by the NJATC *before* said changes are actually submitted to the Registration Agency.

Area Apprenticeship and Training Standards for the Electrical Construction Industry _____

Section III – Duties of the AJATC

- A. The AJATC shall, in conformity with the NJATC’s Standards and Policies and the Outside Area Training Agreement, adopt and establish approved Standards governing the qualifications, selection, employment, education and training of all apprentices, and register such Standards with the Registration Agency. The AJATC shall also be responsible for the training of Journeyworkers and others. (Such documents must be modified to comply with State regulations. All documents, including *any* modifications, must first be properly approved by the NJATC, after which, they must be approved by the Registration Agency before they are implemented).

If you are advised to alter your Standards, be sure the advising source is reliable and then ask that the specific requirements be submitted *in writing*. Do not accept the comments or recommendations of others as absolute fact. Finally, discuss the situation with the NJATC before you proceed with any modifications.

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JOINTLY ADOPTED BY NJATC ON THIS 21ST DAY OF DECEMBER , 2011.

_____/S/_____
EDWIN D. HILL, INTERNATIONAL PRESIDENT, IBEW

_____12-16-11_____
DATE

_____/S/_____
JOHN M. GRAU, CHIEF EXECUTIVE OFFICER, NECA

_____12-19-11_____
DATE

_____/S/_____
MICHAEL I. CALLANAN, EXECUTIVE DIRECTOR, NJATC

_____12-21-11_____
DATE

CERTIFIED AND APPROVED BY:

_____/S/_____
U.S. DEPARTMENT OF LABOR, OFFICE OF APPRENTICESHIP

_____1-31-12_____
DATE

BY: JOHN V. LADD

TITLE: ADMINISTRATOR

CERTIFICATION NUMBER: C-2012-02