

**U.S. Department of Labor
Employment and Training Administration
Advisory Committee on Apprenticeship
Charter**

1. Official Designation

Advisory Committee on Apprenticeship (ACA or Committee)

2. Authority

The ACA is authorized by the National Apprenticeship Act (the Fitzgerald Act), 29 U.S.C. 50a, which permits the Secretary of Labor (Secretary) to appoint a national advisory committee to serve without compensation. The ACA is a discretionary Committee established by the Secretary in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended 5 U.S.C., App. 2, and its implementing regulations (41 CFR 101-6 and 102-3).

3. Objective and Scope of Activities

The objective and scope of the ACA is to provide advice and recommendations to the Secretary on ways to better utilize the apprenticeship training model in order to provide equitable career pathways that advance the dignity of work for everyone, emphasizing three strategic areas as follows.

- a. the expansion, modernization, and diversification of the National Apprenticeship model;
- b. the expansion of apprenticeships into new industries and sectors including, but not limited to, cybersecurity, clean energy, advanced manufacturing, information technology, and healthcare; and
- c. equitable access for all workers to participate and succeed in the National Apprenticeship system.

4. Description of Duties

- a. The ACA will achieve its objectives utilizing the following methods.
 - i. deliberating as a group to develop, refine, finalize, and propose recommendations to the Secretary;
 - ii. reviewing and providing feedback on research, policies, best practices, and industry and employment trends that will impact the National Registered Apprenticeship system;

- iii. identifying and sharing best practices and models that will impact sustained employment for a variety of populations; and
 - iv. consulting with experts and practitioners for information and expertise pertinent to Committee duties and priorities as needed. Specifically, the ACA will consult with experts from industry, labor organizations, community organizations, State/Federal agencies, and others as appropriate. The ACA will consult specifically with industry and/or sector experts in the targeted areas for apprenticeship expansion.
- b. No later than six months from the date this charter is filed, the ACA will submit to the Secretary an interim report with its recommendations regarding:
- i. the development and implementation of policies, legislation, and regulations affecting the National Registered Apprenticeship system;
 - ii. strategies to expand apprenticeships into new industries and sectors including, but not limited to, cybersecurity, clean energy, advanced manufacturing, information technology, and healthcare;
 - iii. the identification of partnerships that can help ensure equal access and expand participation of nontraditional or underrepresented apprenticeship populations and communities; and
 - iv. the convention of sector leaders and experts to establish specific frameworks of industry-recognized occupational standards.
- c. No later than June 1 of every odd-numbered year, the ACA will submit to the Secretary a report with its recommendations regarding:
- i. strategies to expand, modernize, and diversity the National Apprenticeship model;
 - ii. how to streamline and increase flexibility to ensure the National Apprenticeship system can better meet current and future workforce needs; and
 - iii. equal access for all workers to participate and succeed in the National Apprenticeship system.

5. Agency or Official to Whom the Committee Reports

The ACA reports to the Secretary.

6. Support

The Employment and Training Administration (ETA), Office of Apprenticeship (OA) is responsible for providing necessary support for the ACA.

7. Estimated Annual Operating Costs and Staff Years

The estimated annual operating costs are approximately \$245,000, including 1.6 staff years.

8. Designated Federal Officer

The OA Administrator, a permanent employee appointed in accordance with agency procedures, will serve as the Designated Federal Officer (DFO). The DFO will approve and prepare all meeting agendas, call all Committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Secretary. The DFO or the DFO's designee will be present at all Committee and subcommittee meetings.

9. Estimated Number and Frequency of Meetings

The ACA will meet approximately two or three times annually.

10. Duration

The period of time necessary for the ACA to carry out its purpose is indefinite.

11. Termination

The Committee will terminate two years from the date the charter is filed unless the charter is renewed in accordance with Section 14 of FACA.

12. Membership and Designation

- a. **Representation.** The ACA will be composed of 27-30 voting representatives appointed by the Secretary. Committee membership will include a balanced representation of employers, labor organizations, active youth apprentices (ages 16-24) or individuals who have recently completed youth apprenticeship programs, and members of the public. The National Association of State and Territorial Apprenticeship Directors will be represented by its current President on the public group. The Secretary will appoint one of the public members as ACA Chairperson. The ACA members will elect two co-chairs—one from members representing employers and one from members representing labor organizations.

Representatives from the U.S. Departments of Commerce, Education, Energy, Health and Human Services, Housing and Urban Development, and Transportation will be invited to serve as non-voting, *ex officio* members. The Assistant Secretary of Labor for ETA will serve as a non-voting, *ex officio* member.

- b. **Member Terms.** Members will be appointed for terms of two or three years as designated by the Secretary. Appointments to vacancies occurring during the terms of such appointments will be for the unexpired portions of those terms.

- c. **Membership Requirements.** To the extent practicable, members will be appointed according to the terms of this section of the charter and the ACA membership balance plan. However, all Committee members will serve at the pleasure of the Secretary. Members may be appointed, reappointed, or replaced, and their terms may be extended, changed, or terminated as the Secretary sees fit.

Membership on the ACA will be fairly balanced. Members will come from a cross-section of those directly affected, interested, and qualified as appropriate to the nature and functions of the ACA. The composition of the Committee will depend upon several factors, including: the Committee's mission; the geographic, ethnic, social, economic, or scientific impact of the advisory Committee's recommendations; the types of specific perspectives required, for example, those of consumers, technical experts, the public at-large, academia, business, or other sectors; the need to obtain divergent points of view on the issues before the Committee; and the relevance of State, local or tribal governments to the development of the Committee's recommendations. To the extent permitted by FACA and other laws, Committee membership should also be consistent with achieving the greatest impact, scope, and credibility among diverse stakeholders. The diversity in such membership includes, but is not limited to, race, gender, disability, sexual orientation, and gender identity.

13. Subcommittees

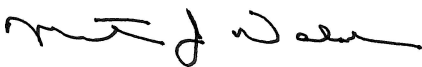
The DFO will have the authority to establish subcommittees as needed. Subcommittees must report back to the parent Committee, and must not provide advice or work products directly to any Federal agency official on behalf of the ACA.

14. Recordkeeping

The records of the ACA will be handled in accordance with the General Records Schedule 6.2, Federal Advisory Committee Records, and the approved records disposition schedule for ETA. These records will be available for public inspection and copying subject to the Freedom of Information Act, 5 U.S.C. 552.

15. Filing Date

This charter is filed on the date indicated below.



MARTIN J. WALSH
Secretary of Labor

May 19, 2021
Date