

U.S. Department of Labor Employment and Training Administration Office of Apprenticeship Training, Employer and Labor Services (OATELS) Washington, D.C. 20210	<u>Distribution:</u>  A-541 Headquarters A-544 All Field Tech A-547 SD+RD+SAC+; Lab.Com	<u>Subject:</u> Records and Reports REAUTHORIZATION BY OMB OF ETA FORMS 671 & 9039  <u>Code:</u> 907
Symbols: DSNIP/CFV		Action: Immediate

**PURPOSE:** To advise all Office of Apprenticeship Training, Employer and Labor Services (OATELS), Bureau of Apprenticeship (BAT) Staff that Office of Management and Budget (OMB) has granted a short term extension to November 30, 1996, for the ETA Forms 671, Apprenticeship Agreement, and 9039, EEO Complaint Form, that are to expire on September 30, 1996. Employment & Training Administration (ETA) Bureau of Apprenticeship and Training (BAT) will be seeking additional approval from the OMB for further extension of all information collection associated with these ETA forms. You will be notified of a newly assigned expiration date as soon as we hear from OMB.

**BACKGROUND:** With the new ruling of the Paperwork Reduction Act (PRA) of 1995, (Public Law 104-13, May 22, 1995, effective October 1, 1995), all Agencies are required to announce through a 60-day Preclearance Consultation Notice in the Federal Register their intent to seek OMB review of reporting requirements. The goals of the PRA are to reduce to the extent practicable and appropriate the burden on respondents.

Employment & Training Administration (ETA) Bureau of Apprenticeship and Training (BAT)'s Preclearance Consultation Notice was published in The Federal Register on August 7, 1996. (See Attachment.) This Notice allows the public 60 days to review and comment on the proposed extension of the reporting requirements regarding registered apprenticeship programs under Title 29 CFR Part 29, Labor Standards for the Registration of Apprenticeship Programs (ETA-671, Apprenticeship Agreement Form) and Title 29 CFR Part 30, Equal Employment Opportunity in Apprenticeship and Training (ETA-9039, Complaint Form - Equal Employment Opportunity in Apprenticeship Programs).

After October 7, the Bureau will review any comments received. Those comments, if any, will then be incorporated in the PRA submission package to OMB. A second Federal Register Notice will be published by the Office of the Assistant Secretary for Administration and Management (OASAM) allowing the public an additional 30 days to review and comment on the submission. OMB will simultaneously review the submission during this 30-day period. An additional 30 days (making OMB=S period of review 60 days) can be used by OMB before rendering a decision and granting an approval of 6 months to 3 years.

For additional information contact Anna Velez , PMG Program Analyst at 202/219-5921 x 110.

Att: Federal Register, Vol. 61, No. 153, Notices, Wed., Aug. 7, 1996, pp. 41183 - 41185.

[Federal Register: August 7, 1996 (Volume 61, Number 153)]  
[Notices]  
[Page 41183-41185]  
From the Federal Register Online via GPO Access [wais.access.gpo.gov]

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Employment and Training  
Administration

Labor Standards for the Registration of Apprenticeship Programs--Equal Employment  
Opportunity in Apprenticeship and Training;  
Comment Request

ACTION: Notice.

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SUMMARY: The Department of Labor, as part of its continuing effort to reduce paperwork and respondent burden conducts a preclearance consultation program to provide the general public and Federal agencies with an opportunity to comment on proposed and/or continuing collections of information in accordance with the Paperwork Reduction Act of 1995 (PRA95) (44 U.S.C. 3506(c)(2)(A)). This program helps to ensure that requested data can be provided in the desired format, reporting burden (time and financial resources) is minimized, collection instruments are clearly understood, and the impact of collection requirements on respondents can be properly assessed. Currently, the Employment and Training Administration is soliciting comments concerning the proposed extension of the collection of information regarding registered apprenticeship programs under Title 29 CFR Part 29 (Labor Standards for the Registration of Apprenticeship Programs) and Title 29 CFR Part 30 (Equal Employment Opportunity in Apprenticeship and Training).

DATES: Written comments must be submitted on or before October 7, 1996.

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The Department of Labor is particularly interested in comments which:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
- Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- Enhance the quality, utility, and clarity of the information to be collected; and
- Minimize the burden of the collection of information on those who are asked to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submissions of responses.

ADDRESSES: Anthony Swoope, Director,  
Bureau of Apprenticeship and Training  
200 Constitution Ave., NW., Room N4649, Washington, DC 20210.  
INTERNET Address: swoopeadoleta.gov  
Telephone number: (202) 219-5921 (this is not a toll-free number).  
Fax number (202) 219-5011 (this is not a toll-free number.)

#### SUPPLEMENTARY INFORMATION:

##### I. Background

- The National Apprenticeship Act of 1937 authorizes and directs the Secretary of Labor ``to formulate and promote the furtherance of labor standards necessary to safeguard the welfare of apprentices, to extend the application of such standards by encouraging the inclusion thereof in contracts of apprenticeship, to bring together employers and labor for the formulation of programs of apprenticeship, to cooperate with State agencies engaged in the formulation and promotion of standards of apprenticeship, and to cooperate with the Office of Education under the Department of Health, Education, and Welfare \* \* \*." Section 2 of the Act authorizes the Secretary of Labor to ``publish information relating to existing and proposed labor standards of apprenticeship," and to ``appoint national advisory committees \* \* \*." (29 U.S.C. 50a).
- Title 29 CFR Part 29 sets forth labor standards to safeguard the welfare of apprentices, and to extend the application of such standards by prescribing policies and procedures concerning registration, for certain Federal purposes, of acceptable apprenticeship programs with the U.S. Department of Labor, Employment and Training Administration, Bureau of Apprenticeship and Training. These labor standards, policies and procedures cover the registration, cancellation, and deregistration of apprenticeship programs and of apprenticeship agreements; the recognition of a State agency as the appropriate agency for registering local apprenticeship programs for certain Federal purposes; and matters relating thereto. The Employment and Training Administration is also soliciting comment on the utility and potential burdens of collecting information on employment and earnings outcomes of completed apprentices.
- Title 29 CFR Part 30 sets forth policies and procedures to promote equality of opportunity in apprenticeship programs registered with the U.S. Department of Labor and recognized State apprenticeship agencies. These policies and procedures apply to recruitment and selection of apprentices, and to all conditions of employment and training during apprenticeship. The procedures provide for review of apprenticeship programs, for registering apprenticeship programs, for processing complaints, and for deregistering non-complying apprenticeship programs. This part also provides policies and procedures for continuation or withdrawal of recognition of State agencies which register apprenticeship programs for Federal purposes.

II. Current Actions

- Recordkeeping and data collection activities regarding registered apprenticeship are by-products of the registration system. Organizations which apply for apprenticeship sponsorship enter into an agreement with the Federal Government or cognizant State Government to operate their proposed programs consistent with 29 CFR Parts 29 and 30. Apprenticeship sponsors are not required to file reports regarding their apprentices other than individual registration and update information as an apprentice moves through their program.
- Type of Review: Extension.
- Agency: Employment and Training Administration.
- Title: Title 29 CFR Part 29, Labor Standards for the Registration of Apprenticeship Programs and Title 29 CFR Part 30 and Equal Employment Opportunity in Apprenticeship and Training.
- OMB Numbers: 1205-0223 for 29 CFR Part 29; 1205-0224 for 29 CFR Part 30.
- Recordkeeping: Apprenticeship sponsors are required to keep accurate records on the qualifications of each applicant pertaining to determination of compliance with these regulations. Records must be retained, where appropriate, regarding affirmative action plans and evidence that qualification standards have been validated. State Apprenticeship councils are also obligated to keep adequate records pertaining to determination of compliance with these regulations. All of the above records are required to be maintained for 5 years. If this information was not required, there would be no documentation that the apprenticeship programs were being operated in a nondiscriminatory manner. Many apprenticeship programs are 4 years or more in duration; therefore, it is important to maintain the records for at least 5 years.

Section	Total respondents	Frequency	Total responses	Average Time per response	Burden
Summary of Burden for 29 CFR Part 29					
Sec. 29.3	105000	1-time	105,000	1/4 hour	26,250
Sec. 29.6	99,000	1-time	99,000	1/12 hour	8,250
Sec. 29.5	5,700	1-time	5,700	2 hours	11,400
Sec. 29.7	40	1-time	40	1/12 hour	3.32
Sec. 29.12	30	1-time	-----	-----	-----
Sec. 29.13	-----	-----	-----	-----	-----
Total	-----	-----	209,740	-----	45,903

Section	Total respondents	Frequency	Total responses	Average time per response	Burden
Summary of Burden for 30 CFR Part 29					
Sec. 30.3	4,950	1-time	4,950	1/2 hour	2,475
Sec. 30.4	550	1-time	550	1 hour	550
Sec. 30.5	5,000	1-time/applicant	5,000	1/2 hour	2,500
Sec. 30.6	50	1-time	50	5 hours	250
Sec. 30.8	44,000	1-time	44,000	1 minute	733
Sec. 30.8	30	1-time/program	22,000	5 minutes	1833
Sec. 30.11	44,000	1-time	44,000	Hand-out	-----
ETA 9039	30	1-time	30	1/2 hour	15
Sec. 30.15	30	1-time	Completed	-----	-----
Sec. 30.19	30	varies	-----	-----	-----
Total	-----	-----	120,530	-----	8,356

- Estimated Total Burden Cost: The cost of the burden to respondents related to 29 CFR Part 29 is \$688,545 (\$15.00 per hour x 45,903 hrs). The cost of the burden to respondents related to 29 CFR Part 30 is \$125,340 (\$15.00 per hr. x 8,356 hrs).
- Comments submitted in response to this notice will be summarized and/or included in the request for Office of Management and Budget approval of the information collection request; they will also become a matter of public record.
- Dated: July 31, 1996.  
 Ronald E. Putz,  
 Deputy Director, Bureau of Apprenticeship and Training.  
 [FR Doc. 96-19989 Filed 8-6-96; 8:45 am]  
 BILLING CODE: 4501-30-M