

BULLETIN 98 - 04**Date: March 16, 1998**

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> Revised National Guideline and Training Standards for the National Electrical Joint Apprenticeship and Training Committee <u>Code:</u> 400.1
Symbols: DSNIP/CFV		Action: Immediate

PURPOSE: The purpose of this Bulletin is to inform the Office of Apprenticeship Training, Employer and Labor Services (OATELS), Bureau of Apprenticeship and Training (BAT) Staff the revision of the National Guideline and Training Standards Affirmative Action Plan and the Apprenticeship and Training Committee.

BACKGROUND: The revised Guideline Standards are a model for developing local apprenticeship programs registered with the Bureau of Apprenticeship and Training or State Apprenticeship Agency.

The National Guideline Standards were last revised in 1988. These Guideline Standards are unique in that the local sponsor will make selections from the different options presented. Once they have made the appropriate selections and returned them to the NJATC they will receive their customized local standards from the NJATC for local registration. These Guideline Standards are indicative of the commitment of the NJATC's efforts to promote excellence in training.

Copies of the Guideline Standards are being forwarded to all OATELS/BAT offices. In addition the NJATC has sent us updates to these Guideline Standards. These updates include corrections, clarifications and additions. We have taken the liberty to categorize each of the updates. The updates are attached to this bulletin.

ACTION: OATELS/BAT staff should familiarize themselves with the attached Bulletin. A copy of the standard is attached for your information.

If you have any questions please contact 693-3813.

NOTE: State Directors, please share this information with our SAC partners where appropriate.

Attachment (s)

NATIONAL GUIDELINE STANDARDS AMENDMENTS /UPDATES

Section III – Duties of the JATC

Correction:

Paragraph O., at the bottom of page 8. At the end of the paragraph it should read **Paragraph F.** not Paragraph E.

Section VII- Qualification for Apprenticeship

Paragraph 1) c., two-thirds of the way down page 12. 1)c. changed to read as follows:

Clarification:

- c. show evidence of successful completion of: one full credit of high school algebra with a passing grade, or one post high school algebra course (e.g. Adult Education, Continuing Education, Community College, etc.) with a passing grade.**

Paragraph 6) a. through k., bottom of page 14 and top of page 15. Changed to read as follows:

- 6) An individual who signs an authorization card during an organizing effort—wherein fifty percent or more of the employees have signed authorization cards, whether or not the employer becomes signatory—and is an employee of the non-signatory employer and does not qualify as a Journeyman, shall be evaluated by the JATC, using consistent, standard, nondiscriminatory means (see Section X), and indentured at the appropriate period of apprenticeship based on previous work experience and related training. (Note: this is a method of direct entry into the apprenticeship program. When indentured, individuals entering through this method must be employed by participating employers). All employees of the employer must have been offered the opportunity to sign authorization cards. For such applicants to be considered, they must:**

Addition:

- a. be employed in the JATC's jurisdiction when the authorization was signed.
- b. have previous work experience (with non-participating employer(s) that warrants OJT credit, based on the provisions of these Standards (see Section X).
- c. compete an application form.
- d. provide an official transcript for high school and post high school education and training.

Addition:

- e. take the same aptitude test required of all other applicants—for counseling purposes.
- f. provide reliable documentation and adequate verification (which shall be recorded and securely filed in the applicant's file) to substantiate previous employment and experience in order to qualify for direct entry under this provision.
- g. possess and maintain a valid Driver's License (if required in paragraph 1. above).
- h. provide official documentation to show length of employment with present electrical employer and all other previous non-participating electrical employers.
- i. be deserving of advanced standing based upon evaluation by the JATC (see Section C).

APPRENTICESHIP SELECTION PROCEDURES

Section XV – Hours of Work

Correction:

Paragraph B., in the middle of page 22. At the end of the paragraph it should read **Paragraph F.**, not Paragraph E.

Appendix K

The last Paragraph, two-thirds of the way down on page 24. This form letter is used to notify applicants that they have been scheduled for an oral interview. The last paragraph should be changed to read as follows:

Correction:

If you have any questions, please contact the JATC. Remember, in order to be considered for possible selection, you must report for the oral interview as scheduled above.

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