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Department of Business & Industry
OFFICE OF THE LABOR COMMISSIONER
NEVADA STATE APPRENTICESHIP COUNCIL
www.labor.nv.gov

To: All Nevada Registered Apprenticeship Programs
From: **Richard J. Williams, State Apprenticeship Director** 
Date: March 29, 2022
Subject: Document Submittal Policy for Existing and/or Proposed Registered Apprenticeship Programs

All new standards for programs of apprenticeship, revisions and/or adding additional occupations to existing program standards, are required to be submitted in their entirety and as a final draft to the State Apprenticeship Agency (SAA) for review and possible placement on a Nevada State Apprenticeship Council (NSAC) meeting agenda.

As with all current Nevada Registered Apprenticeship Programs or proposed programs, we require a minimum of 60 days to review any submitted documents before placement on an upcoming NSAC agenda. We cannot guarantee a certain agenda date until the review process is completed and any outstanding questions or edits are completed. Only then will we assign an item to an upcoming agenda/meeting date.

You will be notified once your place on an NSAC agenda has been confirmed. Arrangements must be made in advance to have a representative of the sponsor and the employer and/or a representative of the training committee to attend the NSAC meeting.

As always, we highly recommend working with our office well ahead of submitting final documents for review. When your submittals are ready for review, all documents must be sent to nevadasac@labor.nv.gov.

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