



Electrical JATC of Southern Nevada

June 29, 2020

Nevada State Apprenticeship Council
555 E. Washington Suite #4100
Las Vegas, NV 89101

RE: Changes to Registered Standards

Dear Council Members,

Please be advised the Electrical JATC of Southern Nevada's (NV00147001) committee and *electrical training ALLIANCE* has approved the changes to our Registered Standards.

[Wireman Standards](#)

[New Format & Some of the language moved to other sections](#)

Starting Page 1 – FORWARD

~~Deleted First Paragraph "The terms, Journeyworker, Journeyworker, and Craftsmanship, as used in these Standards, are meant to define a recognized level of competency and include both male and female."~~

Updated Current Second Paragraph "The electrical occupation is unique in that it is mechanical, technical and professional. In order to meet industry demands in an ever evolving technological environment, the electrical industry must select individuals who have the aptitude to learn and develop the knowledge, skills and abilities necessary to proficiently perform the individual job tasks associated with the work processes of the occupation/~~trade~~. The industry must select and train individuals who will diligently work and study to stay abreast of current and future emerging technologies."

Updated Current Fifth Paragraph ~~"The~~This Joint Apprenticeship and Training Committee ("JATC"), ~~representing the parties to~~ was formed under the local Collective Bargaining Agreement ("CBA") by the local union of the International Brotherhood of Electrical Workers ("IBEW") and the local chapter of ~~the~~ National Electrical Contractors Association ("NECA"). ~~and The International Brotherhood of Electrical Workers (IBEW)-~~ The local union, the local chapter, and the JATC ~~has~~ have dedicated ~~its~~ their time to develop an efficient training program so ~~the~~an apprentice can, through a systematic program of schooling and on-the-job training, become a well-qualified electrical worker. The degree of success the JATC has in its operation will depend entirely upon the willingness of all local parties of the electrical industry to cooperate in this joint activity. Quality training remains a high priority with the IBEW and NECA."

Updated Current Sixth Paragraph ~~“All functions of the JATC shall be on the basis of a nonprofit endeavor. The JATC will adopt and promote nationally developed Apprenticeship Standards and curricula to insure ensure quality apprenticeship and training for the industry in the best interest of the apprentice, management, labor, the customer and the public.”~~

Starting Page 2 – DEFINITIONS

Deleted at the top of the page each page of this section ~~“THE FOLLOWING DEFINITIONS APPLY TO TERMS AND ACRONYMS COMMONLY USED THROUGHOUT THIS DOCUMENT.”~~

Added at the beginning of this section ~~“The following definitions apply to terms and acronyms commonly used throughout this document. They are intended to be consistent with the definitions in 29 CFR Parts 29 and 30.”~~

APPRENTICE. Any individual ~~employed by the employer~~ meeting the qualification described in the Standards of Apprenticeship who has signed an Apprenticeship Agreement with the ~~local Sponsor~~ JATC providing ~~for~~ training and related instruction under these Standards, and who is registered with the Registration Agency. ~~An Apprentice may include a PW Apprentice (Public Works Apprentice), as described in Section 15 E. of these Standards.~~

APPRENTICESHIP AGREEMENT. The written agreement between the apprentice and the ~~Sponsor~~ JATC setting forth the responsibilities and obligations ~~of all parties to the Apprenticeship Agreement with respect to regarding~~ the Apprentice’s employment and training under these Standards. Each Apprenticeship Agreement must be registered with the Registration Agency. ~~An Apprenticeship Agreement may be supplemented by a PW Agreement (Public Works Apprentice Agreement), as described in Section 15 E. of these Standards.~~

APPRENTICESHIP COMMITTEE (or COMMITTEE). ~~Apprenticeship Committee (Committee) means t~~Those persons ~~designated appointed by the sponsor to act as agent for the sponsor in the administration~~ IBEW Local Union and the NECA Chapter to administer the apprenticeship program. ~~A~~ The joint committee is composed of an equal number of representatives of ~~employer(s) and of the employees represented by a bona fide collective bargaining agent(s)~~ the IBEW Local Union and NECA Chapter. Committee Members are also Trustees.

APPRENTICESHIP PROGRAM. ~~A plan (Standards of Apprenticeship) containing all terms and conditions for the qualification, recruitment, selection, employment and training of apprentices, including such matters as the requirement for a written apprenticeship agreement. The program administered under these Standards of Apprenticeship.”~~

BOOT CAMP. An optional post-selection, pre-registration program used by some JATC’s to determine if applicants possess the ability to learn and to perform the essential requirements of an electrical worker.

CERTIFICATE OF COMPLETION OF APPRENTICESHIP. The Certificate of Completion of Apprenticeship issued by the ~~electrical training ALLIANCE and~~ Registration Agency ~~for the JATC to provide~~ to those registered apprentices certified and documented as successfully completing the apprentice training requirements outlined in these Standards of Apprenticeship.

COLLECTIVE BARGAINING AGREEMENT (or CBA or PW AGREEMENT). The negotiated agreement between the ~~Local~~ Union and ~~Local Chapter, or with~~ signatory employers, that sets forth the terms and conditions of employment ~~for~~ apprentices during on-the-job training. In addition to a CBA, the JATC may enter into PW Agreements (Public Works Apprentice Agreements), as described in Section 15 E. of these Standards.

COMPETENCY. Competency means the attainment of manual or technical skills and knowledge, as specified by an occupational standard and demonstrated by an appropriate written and hands-on proficiency measure as defined by the ~~NJATC~~ *electrical training ALLIANCE*.

DIRECT ENTRY. ~~Qualifying applicants are directly admitted into the apprenticeship program. All post-selection requirements remain in force.~~ A method of entry into the Apprenticeship Program permitted under these Standards under which qualifying applicants are directly admitted into the apprenticeship program. Each direct method of entry will have certain minimum requirements and post-offer, pre-registration selection requirements.

DIRECT INTERVIEW. ~~Qualifying applicants go directly to oral interview and are placed in the eligibility pool.~~ A method of entry into the Apprenticeship Program permitted under these Standards under which qualifying applicants may be allowed to by-pass certain minimum requirements and go directly to oral interview. Each direct interview method of entry will have certain minimum requirements and post-offer, pre-registration selection requirements.

DOL. U.S. Department of Labor. Most references are to the Employment Training Administration, Office of Apprenticeship, but the term may be used to refer to other offices of the U.S. DOL.

EEO/AA Plan. The Equal Employment Opportunity Policies and Affirmative Action Plan established by the JATC that is part of these Standards. Formerly known as the Affirmative Action Plan or AAP.

electrical training ALLIANCE. The national organization created by the IBEW and NECA, formerly known as the National Joint Apprenticeship Training Committee or the NJATC.

EMPLOYEE RETIREMENT INCOME SECURITY ACT or ERISA. A federal law, the Employee Retirement Income Security Act of 1974, as amended, that imposes requirements on various types of employee welfare and pension plans, including apprenticeship plans, and enforced by DOL.

EMPLOYER. ~~Means a~~Any person or organization employing an apprentice ~~whether or not such person or organization is a party to an Apprenticeship Agreement with the apprentice.~~ for on-the-job training as part of the Apprenticeship Program. Also sometimes referred to as a “Participating Employer” with the JATC, or as a “Contractor.”

HYBRID OCCUPATION. The hybrid approach measures the individual apprentice’s skill acquisition through a combination of specified minimum number of hours ~~on~~ on-the-job-learning and the successful demonstration of competency as described in a work process schedule, ~~and may include some related instruction.~~

INDUSTRY. The electrical construction industry in general, and in particular the IBEW-NECA segment of the industry.

INSTRUCTOR. An individual employed or used by a JATC to provide related instruction to apprentices.

INTERIM CREDENTIAL (CERTIFICATE OF TRAINING). Interim Credential means a credential issued by the Registration Agency, upon request of the appropriate sponsor, as certification of competency attainment by an apprentice. ~~Also used by the *electrical training ALLIANCE* to refer to the credential obtained through a curriculum for high school students, which is the equivalent of completion of the 1st Year Curriculum.~~

JATC. Joint Apprenticeship and Training Committee or “Committee”. References to the “JATC” are to the local JATC created by the Local Union and the Local Chapter pursuant a CBA that includes the Category One, Standard Inside Apprenticeship Language from Article V of the IBEW-NECA pattern Inside Agreement.

JATT. Joint Apprenticeship Training Trust. The legal entity through which the local apprenticeship training fund exists, which was created by a Trust Agreement. Under ERISA the Board of Trustees of the JATT is the “plan sponsor” that is generally responsible, as set forth in the Trust Agreement, for the administration of the plan.

JOURNEY-LEVEL WORKER. A worker who has attained a level of skill, abilities and competencies recognized within an industry as having mastered the skills and competencies required for the occupation. (Use of the term may also refer to a mentor, technician, specialist or other skilled worker who has documented sufficient skills and knowledge of an occupation, either formal apprenticeship or through practical on-the-job experience and formal training.) Formerly sometimes referred to as a “Journeyman.”

LOCAL CHAPTER (or NECA Chapter). The NECA Chapter(s) involved in the creation of the JATC and JATT, and is one of the settlors of the Trust.

LOCAL UNION (or IBEW Local). The IBEW Local(s) involved in the creation of the JATC and JATT, and is one of the settlors of the Trust.

~~**NJATC.** National Joint Apprenticeship and Training Committee for the Electrical Industry.~~

O*NET-SOC CODE. The Occupational Information Network (O*NET) codes and titles are based on the new Standard Occupational Classification (SOC) system mandated by the federal Office of Management and Budget for use in collecting statistical information on occupations. The O*NET classification uses an 8-digit O*NET-SOC code. Use of the SOC classification as a basis for the O*NET codes ensures that O*NET information can be readily linked to labor market information such as occupational employment and wage data at the national, State, and local levels.

OSHA. Occupational Safety and Health ~~Act Administration.~~

PARTY or PARTIES. Refers to the parties to the CBA, i.e. the Local Union and Local Chapter. Used in some provisions derived directly from the Standard Inside Apprenticeship Article V language.

QUALIFIED ELECTRICAL WORKER (“QEW”). A Journey-level worker in the electrical industry, who has graduated from a registered apprenticeship program or obtained equivalent skills and experience. Equivalent to the former terms Lineman or Wireman.

REGISTRATION AGENCY. Means, depending on the state, the U.S. Department of Labor, Office of Apprenticeship, and/or the Nevada State Apprenticeship Council (OWINN) that has responsibility for registering apprenticeship programs and apprentices; providing technical assistance; conducting reviews for compliance with Title 29, CFR Parts 29 and 30 and quality assurance assessments.

RELATED INSTRUCTION. An organized and systematic form of instruction designed to provide the apprentice with knowledge of the theoretical and technical subjects related to apprentice’s occupation. Such instruction may be given in a classroom, through occupational or industrial courses, or by correspondence courses of equivalent value, ~~electronic media~~ on-line courses or other digital media or formats, or other forms of self-study approved by the Registration Agency.

RULES and POLICIES. The rules, policies, and procedures established by the JATC for day to day administration of the Apprenticeship Program, that address rights and responsibilities of apprentices and contractors and the operation of Related Instruction, but does not include any other policies and procedures that the JATC or JATT may establish for their internal operations.

SELECTION PROCEDURES. The Apprentice Selection Procedures that are part of these Standards.

SHOP. Designates the complement of workers who report daily to an Employer's designated place of business, e.g. the "service-truck" crew.

~~**SPONSOR.** The JATC in whose name the local Standards of Apprenticeship are registered and that will be responsible for administering and operating the registered apprenticeship program.~~

STANDARDS OF APPRENTICESHIP (or STANDARDS). This entire document, including ~~all appendices and attachments hereto, and any future modifications or additions approved by the Registration Agency~~ the Selection Procedures and EEO/AA Plan.

STATE APPRENTICESHIP AGENCY or SAA. A state Bureau of Apprenticeship Training, or similar state agency, with authority over apprenticeship programs in that state. At the time of these Standards the State Apprenticeship Agency or SAA is Nevada State Apprenticeship Council (OWINN).

SUPERVISOR OF APPRENTICE(S). An individual designated by ~~the program sponsor~~ an Employer to supervise or have charge and direction of an apprentice during on-the-job training.

TIME-BASED OCCUPATION. The time-based approach measures skill acquisition through the individual apprentice's completion of at least ~~2,000~~ 8,000 hours of on-the-job learning as described in a work process schedule.

TRANSFER. A shift of an apprentice's apprenticeship agreement from one ~~program~~ JATC to another JATC ~~or from one employer within a program to another employer within that same program, where there is agreement between the apprentice and the affected apprenticeship committee or program sponsor.~~

TRUST AGREEMENT. The multi-employer plan trust agreement that created the JATT.

TRUSTEES or BOARD OF TRUSTEES. Those persons appointed by the IBEW Local Union and the NECA Chapter to administer the Joint Apprenticeship Training Trust. The JATT joint committee is composed of an equal number of representatives of the IBEW Local Union and NECA Chapter (including any Alternate Trustees and Committee Members as may be appointed pursuant to Article IV, Section 1 and Article XII, Section 1 of the Trust Agreement, as amended). The applicable Trust Agreement will typically say that the Trustees are solely responsible for the administration of the trust. Trustees are also Committee members.

TRUST FUND. A term sometimes used to refer to the JATT, where the funds are held.

~~**UNION.** Means the International Brotherhood of Electrical Workers and any of its affiliated Local Unions party to an appropriate labor agreement between the parties.~~

~~**WRITTEN INDUSTRY RECOMMENDATION.** A letter (on business letterhead) from a contractor, business agent, organizer, supply house, etc. recommending an applicant.~~

Starting Page 6 - STANDARDS

Added “**STANDARDS**” at the top of this section.

SECTION I—Policy 1. General

The section was completed replaced.

- A. This apprenticeship and training program shall be administered by the Trustees and the Committee. The Trustees shall administer the JATT under the terms of the Trust Agreement and applicable law. The Trustees and the Committee may, if they are named fiduciaries under ERISA, allocate responsibility between them for operation of the apprenticeship program, except for non-allocable Trustee responsibilities. Absent some other agreement, the duties of the Trustees shall be limited to those set forth in the Trust Agreement or law.
- B. The JATC shall establish and adopt Standards governing the qualifications, selection, employment, education and training of all apprentices that conform with the electrical training ALLIANCE National Requirements for Local Apprenticeship Standards, the CBA and the requirements of the Registration Agency. These Standards (including the Selection Procedures and EEO/AA Plan), and any subsequent amendments, must be approved in advance by the *electrical training ALLIANCE* prior to being submitted to the appropriate Registration Agency for approval and registration.
- C. These Standards, after approval by the *electrical training ALLIANCE* and the Registration Agency, shall supersede all previous JATC Standards. Apprenticeship Agreements in force under preceding Standards shall remain in force unless changed by written consent of the apprentice, the JATC and the Registration Agency.
- D. Pursuant to the apprenticeship language in the applicable CBA, the IBEW-NECA pattern Inside Agreement Article V, IBEW Basic Laws and Policies, and industry practice, these Standards shall apply to the IBEW Local Union and NECA Local Chapter and; their members; to employers who are party to the CBA or are otherwise signatory or participating employers; to all applicants and apprentices in this Apprenticeship Program; and to all others receiving training from this Apprenticeship Program.
- E. The provisions of these Standards shall not be construed as permitting violation of any applicable local, state, or Federal law.
- F. These Standards shall not be interpreted as being inconsistent with existing or subsequent local CBA language establishing more demanding standards; the more demanding standard shall always prevail.
- G. The jurisdictional area which these Standards cover shall be the wage area as set forth in the local CBA. The jurisdictional area is described in the Rules and Polices.
- H. All funds for the operation of the apprenticeship and training program shall be held in a Trust Fund established by the IBEW Local and the NECA Chapter. The Trustees shall administer the Trust Fund in accordance with the Trust Agreement and applicable law.
- I. Whenever these Standards refer to providing any type of document, information, notice or other communication, unless otherwise specified or required by the Registration Agency or applicable law, such communications and transmittals may be made by any effective means, including electronic or digital transmission.

SECTION II – 2. Composition of Joint Committee; Meetings

The section was completely replaced and included some language from SECTION III – Duties of the JATC.

- A. The JATC and JATT shall be composed of eight (8) members: ~~four (4) who are qualified and duly appointed in writing (See Appendix A) to represent the NECA Chapter (must be members or employees of NECA and active in the Industry), and four (4) who are qualified and duly appointed in writing to represent the IBEW Local Union (must be members or staff of the IBEW and active in the Industry)~~ The IBEW Local and NECA Chapter shall each appoint an equal number ~~four (4)~~ of individuals who shall serve as both Committee members and Trustees. These dual appointments as Committee Member and Trustee must be in writing. Individuals appointed by the NECA Chapter must be members or employees of NECA and active in the Industry. Individuals appointed by the IBEW Local must be members or staff of the IBEW and active in the Industry. Current Committee members/Trustees shall be identified in the Rules and Polices and/or on the JATC's website. ~~Each party shall have equal representation. Members of the JATC shall be appointed in writing by the party they represent.~~
- B. The term of office shall be for three (3) years. The term of one (1) ~~employer representative~~ NECA appointee and one (1) ~~union representative~~ IBEW appointee shall expire each year on December 31. A Committee member/Trustee may be reappointed. Any reappointment shall also be in writing for the same specified term.
- C. The Committee shall select from its membership, but not both from the same party, a Chairman and a Secretary, who shall retain voting privileges as members ~~(as set forth in the basic CBA)~~. The Committee may establish term limits for officers if not otherwise established by its governing documents.
- D. JATC members shall complete their appointed term unless removed for cause by the party to the CBA that appointed them, they voluntarily resign or die. All vacancies shall be filled immediately by the party who appointed that individual to complete the unexpired term. The IBEW Local and NECA Chapter retain the discretion to determine what is "cause", subject to any applicable local or national IBEW or NECA rules. JATC/JATT minutes shall reflect all appointments, reappointments, resignations, and terminations of Committee Members/Trustees.
- E. The Committee and Trustees shall adopt appropriate internal policies and procedures for their respective areas of responsibility and the conduct of Committee members/Trustees, including confidentiality. The JATC shall also ensure that Committee members/Trustees have access to appropriate education regarding their obligations and duties, as an expense of the Trust.
- F. The JATC Committee may establish or authorize a ~~one or more~~ joint subcommittees to be similarly constituted and appointed for training purposes to meet a specific need, such as a Residential or Telecommunication subcommittee. Such subcommittees ~~shall~~ may be established at the discretion of the JATC Committee, and shall remain in place until terminated by a majority vote of the JATC Committee. Subcommittee members shall be appointed by the sponsoring parties in the same manner that the JATC members are appointed. Members of a subcommittee may or may not be JATC members. Subcommittees shall operate under the same rules as the Committee. ~~Subcommittee member shall not serve as JATC trustees unless they also server as JATC members.~~ There shall be no subcommittees of the JATT unless permitted by the terms of the Trust Agreement.

- G. The JATC shall meet at least once a month, and on call of the Chairman when a specific need arises. The JATC may agree to cancel a regularly scheduled monthly meeting due to specific or unusual circumstances. Upon notice by the Chairman and Secretary, a JATC meeting may be held via audio, video, or other electronic conference. JATC members in attendance, through any authorized means, may vote. There must be at least one (1) JATC member present who was appointed by each party to establish a quorum at JATC meetings. Each party shall have a total number of votes at JATC meetings equal to its allowable number of JATC members, regardless of the number of members present. In the event the parties are divided on an issue, each party may cast its full vote as if all were present. A vote to abstain is an official vote, it represents one of the votes the sponsoring party is entitled to and is not counted as either a yea or a nay. An individual member must be present (in-person or electronically) to personally vote on JATC matters. No absentee votes or proxy votes will be valid.
- H. Due to the confidential nature of Apprenticeship Agreements and apprentice records and issues, all JATC meetings are to be considered as “closed meetings,” except where applicable law provides otherwise.
- I. The JATC and JATT may be additionally composed of two (2) alternate members: The IBEW Local and NECA Chapter may each appoint an equal number of one (1) of individuals who shall serve as both Alternate Committee Members and Alternate Trustees. These dual appointments as Alternate Committee Members and Alternate Trustees must be in writing. Alternate Committee Members may attend meetings of the JATC, vote and act on all JATC matters in the absence, and on behalf of, a duly appointed Committee Members. ~~There are to be no alternate or ex-officio members of the JATC.~~ Consultants and guests may be invited to or permitted to attend meetings of the JATC (via invitational acceptance or approved request), but shall have no official voice and no vote. ~~There are to be no alternate or ex-officio members of the JATC.~~ A designated representative of the IBEW Local or the NECA Chapter, such as the local union Business Manager, or NECA Chapter Manager or designated sponsor representative may request, shall have the right to attend a JATC meeting with due notice given to the JATC.
- J. Meetings of the JATT should be scheduled in the same manner, following the meeting of the JATC, and follow similar procedures as those for JATC meetings, unless the Trust Agreement provides otherwise.

Starting Page 8

Moved from [SECTION VII – Equal Employment Opportunity Pledge.](#)

SECTION VII – 3. Equal Employment Opportunity Pledge

- A. This Apprenticeship Program shall be operated in a manner that does not discriminate on the basis of any protected characteristics or conduct under federal, state, and local law. These policies are set and detailed in the EEO/AA Plan (Appendix B).
- B. The JATC will not discriminate against ~~apprenticeship applicants or an~~ apprentices or applicant ~~bases~~ on the basis of race, color, religion, national origin, sex, (including pregnancy and gender identity), sexual orientation, age (40 or older), genetic information, ~~or because they are individual with a~~ disability with regard to its apprenticeship and other programs ~~or a person 70 years old or older~~, including its recruitment, outreach, and selection procedures; grading, assessment, and advancement; on-the-job opportunities and

assignments; rates of pay; imposition of penalties or other disciplinary action and termination; or any other benefit, term, condition, or privilege associated with apprenticeship.

- C. The JATC will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29, Code of Federal Regulations, part 30, as amended, and other applicable laws.

Starting Page 9

The section was completed replaced.

SECTION III— 4. General Duties of the JATC

- A. The JATC may develop training for Qualified Electrical Workers, pre-apprenticeship programs and other related training, so long as such programs do not violate applicable law.
- B. The JATC may employ a Training Director. ~~The Training Director shall assume such responsibility and authority for or other staff to assist in the day-to-day operation of the apprenticeship and training programs as is delegated by the JATC. However,~~ All governing responsibility for the apprenticeship program and for compliance with applicable law rests with the JATC and/or the Trustees of the JATT, and cannot be delegated, ~~—including interviewing, selecting and supervising apprentices and~~ assuring full compliance with these Standards, the ~~Affirmative Action~~ EEO/AA Plan, and the Selection Procedures.
- C. The JATC shall determine the number of apprentices needed to keep the jurisdictional area supplied with an adequate number of Journey-level workers in the areas covered by these Standards. The JATC shall consider all factors (e.g. employment opportunities, attrition, etc.) having a bearing on the number of apprentices needed when determining the number to register. The JATC shall also consider its capability to provide on-the-job training (OJT) and related instructional training.
- D. The JATC shall see that each apprentice satisfactorily completes the minimum course materials and curriculum produced by the ~~NJATC~~ *electrical training ALLIANCE*.
- E. The JATC will periodically review the progress of each apprentice to ensure they receive supervised on-the-job experience in the work processes and job tasks as outlined in these Standards (see Section 16).
- F. In order to provide diversity of training and/or employment opportunities, the JATC shall have full power and authority, as per the CBA, to assign, transfer or reassign apprentices from one job or shop* to another, or from one participating employer to another. ~~(*shop designates the compliment of workers who report daily to the employer's designated place of business; e.g., the "service truck" crew)~~ All OJT transfers and assignments shall be issued by the JATC as set forth in the CBA, ~~using a form similar to that shown in Appendix B of these Standards.~~
- G. The JATC ~~cannot, and does not,~~ employ is not the employer of apprentices engaged in on-the-job training, and ~~Therefore,~~ is not obligated to ~~actually employ the~~ ensure the employment of any apprentice. ~~but~~ The JATC shall ~~use every effort~~ endeavor to keep all apprentices employed in a reasonably continuous manner with the participating employers, while also ensuring a diversity of on-the-job training.

- H. Since the JATC is not an employer of apprentices, nothing in these Standards regarding the JATC's duties regarding OJT shall be interpreted to change or relieve any rights or duties of Employers. Except where required by applicable federal or state laws, nothing in these Standards is intended to create any right or obligation enforceable by apprentices against the JATT, the Trustees, the JATC, the IBEW Local, or the NECA Chapter.
- I. The JATC shall follow any procedures required by the Nevada State Apprenticeship Council (OWINN) for registration of new apprentices and for providing or updating information about registered apprentices. ~~Before selected applicants for apprenticeship are given OJT assignments, the JATC shall see that each apprentice is properly registered with the JATC (through the execution of an apprenticeship agreement) and registered with the Nevada State Apprenticeship Council (OWINN), hereinafter referred to as the "Registration Agency." The Registration Agency will be notified within forty five (45) days of all new apprentices to be registered, credit granted, suspensions for any reason, reinstatements, extensions, modifications, completions, cancellations, and terminations of Apprenticeship Agreements and causes. The apprenticeship agreement may be canceled at the request of the apprentice, or may be suspended, canceled, or terminated by the sponsor, for good cause, with due notice to the apprentice and a reasonable opportunity for corrective action, and with written notice to the apprentice and to the Registration Agency of the final action taken (see Sections XI, XII and XXI). Vacancies created by the cancellation of the apprenticeship agreement shall be filled as stipulated in Section XXI, Paragraph F.~~
- J. The JATC shall ~~establish a written Policy Statement that sets forth the policies, rules, and penalties regarding conduct within the program~~ shall adopt written Rules and Policies and applicable procedures that set out the rights and responsibilities of applicants, apprentices or other participants, and applicable procedures. The Rules and Policies shall not be inconsistent with the Standards or other requirements adopted by the *electrical training ALLIANCE* to implement the Standards. ~~The policies, rules and penalties~~ Rules and Policies shall be consistently applied in a nondiscriminatory manner. Every registered apprentice shall be provided a copy of the ~~Policy Statement~~ Rules and Policies at time of registration and a copy of all subsequent modifications, and must sign an acknowledgement. Rules and Policies may be provided through and receipt acknowledged by electric means. A copy of the JATC's ~~Policy Statement~~ Rules and Policies (and subsequent changes) ~~to it~~ shall be submitted to the Registration Agency ~~in a timely manner~~ if so required by the Registration Agency.
- K. The JATC and/or JATT may establish such other rules, policies, and procedures as they deem appropriate for their internal operations (e.g., finance and administration, confidentiality, operation of OJT) or as may be required by law or to implement the Standards.
- L. In the first quarter of each year, ~~the~~ JATC shall provide the IBEW Local and the NECA Chapter a summary of the JATC's activities for the preceding year. The summary shall include a ~~make an annual report to the sponsoring parties carefully reviewing its work for the preceding~~ a review of the prior year's EEO/AA Plan, ~~including a review of the current Affirmative Action Plan,~~ its overall effectiveness, and changes made to the EEO/AA Plan as a result of the review. Such report shall not include any information identifying individual apprentices in any manner. The JATC shall work cooperatively with the *electrical training ALLIANCE* in timely completing any Industry surveys and reports by the *electrical training ALLIANCE*, and in maintaining the National Requirements.

SECTION IV— 5. Qualifications & Duties of Participating Employers

- A. The JATC shall determine the adequacy of each participating Employer to provide apprentices the necessary training needed to gain experience in the various job tasks and work processes of the occupation. The JATC shall have the authority to suspend or withdraw the approval of an Employer to train apprentices when appropriate. The JATC shall establish minimum expectations for all Employers consistent with these Standards. The JATC may also conduct orientations, workshops, or other educational sessions for Employers to explain the Apprenticeship Program's Standards and the operation of the Apprenticeship Program.
- B. An Employer who is eligible to train apprentices shall be signatory to a local CBA, comply with the qualifying requirements as set forth in the ~~basic labor agreement~~ CBA, and be able to provide the necessary work experience for training as determined by the JATC. Participating Employers must comply with all provisions of the Apprenticeship Program including the ~~registered~~ Standards of Apprenticeship, Affirmative Action Plan and Selection Procedures, and the EEO/AA Plan, the JATC's ~~policies and rules~~ Rules and Policies and any other rules or agreements required by the JATC. ~~The~~ An Employer shall only secure apprentices through the JATC. ~~Qualifying~~ Participating Employers shall contribute to the JATC Trust Fund at the rate established ~~the joint sponsors of the JATC and/or as stipulated in the local JATC Trust Agreement~~ in the CBA. Failure to contribute to the Trust Fund may be just cause for removing any apprentices from an Employer.
- C. While an apprentice is on the job site, it shall be the responsibility of ~~the that~~ Employer to provide the apprentice a non-discriminatory and safe ~~and healthful~~ workplace and conditions of employment and work assignments that the apprentice can safely perform.
- D. The Employer will ~~assign apprentices to those determine the ability of its Journey level workers~~ Qualified Electrical Workers who have the ability to adequately train and supervise the ~~OFF~~ on-the-job training of the apprentice based upon the work processes being learned, ~~and assign apprentices accordingly.~~
- E. Employers must cooperate with the JATC by ensuring the timely and accurate completion of work reports and such other evaluations as the JATC requests of apprentices. Employers must promptly inform the JATC of any serious complaints or grievances by or against apprentices, including but not limited to complaints of discrimination or harassment, and permit the JATC on request to monitor any investigation involving apprentices. Employers will also participate in appropriate training provided by the JATC, such as that required by 29 C.F.R. Part 30.

SECTION V— 6. Term of Apprenticeship

- A. The JATC shall see that each apprentice registered in either the traditional (time-based) occupation ~~or the Hybrid occupation~~ completes ~~a~~ the minimum of 8,000 hours of reasonably continuous supervised employment (~~OFF~~) on-the-job training prior to the change in classification. ~~The JATC shall attempt to provide for participation in all of the work processes as outlined in Section 16 of these Standards.~~

Apprentices registered in the traditional (time-based) apprenticeship program shall participate in a minimum of 180 hours of related classroom training per year, outside the normal work hours. The JATC shall require each apprentice to satisfactorily complete the ~~NJATC~~ *electrical training ALLIANCE's* Five-Year Inside Wireman Apprenticeship Course Material. *The JATC may choose in their discretion to schedule related instruction to allow apprentices to complete the material in less than five years.*

Apprentices registered in the hybrid training program will utilize related classroom training as deemed appropriate by the JATC to be able to successfully demonstrate mastery of the required core competencies in order to be re-classified as a Construction Electrician. A list of the required core competencies is provided in Section 13 – Related Instruction.

B. The following table identifies minimum requirements to enter each Period of Apprenticeship for apprentices registered to the traditional (time-based) occupation.

This JATC has established ten periods of apprenticeship as stipulated below.

| Period | Percent of Journeyworker <i>QEW</i> Rate | Minimum Accumulative OJT Hours | + Related Training |
|------------|-----------------------------------------------------|--------------------------------|-----------------------------|
| 1 | 35 | 0 | + N/A |
| 2 | 40 | 1000 | + Satisfactory Progress |
| 3 | 45 | 2000 | + 1st Year School Completed |
| 4 | 50 | 2750 | + Satisfactory Progress |
| 5 | 60 | 3500 | + 2nd Year School Completed |
| 6 | 65 | 4250 | + Satisfactory Progress |
| 7 | 75 | 5000 | + 3rd Year School Completed |
| 8 | 80 | 5750 | + Satisfactory Progress |
| 9 | 85 | 6500 | + 4th Year School Completed |
| 10 | 90 | 7250 | + Satisfactory Progress |
| Completion | 100 | 8000 | + 5th Year School Completed |

To be advanced, the apprentice must have satisfactorily completed all requirements: OJT Accumulative Hours and Related Training as indicated above (see Section ~~XIX~~ 19).

At the time of registration of these Standards, the ~~Journeyworker~~ QEW rate is ~~\$45.48~~ 48.43. The Registration Agency will be notified of any changes in the ~~Journeyworker~~ QEW rate in a timely manner.

[Example: To advance to third period, one must have satisfactorily completed the first-year of related training and must also have accumulated 2,000 hours of OJT with satisfactory performance.]

C. The following table identifies minimum requirements to enter each Period of Apprenticeship for apprentices registered to the hybrid (competency) occupation.

This JATC has established ten periods of apprenticeship as stipulated below.

| Period | Percent of QEW Rate | Minimum Accumulative OJT Hours | + Related Training |
|------------|---------------------|--------------------------------|--------------------------------|
| 1 | 35 | 0 | + N/A |
| 2 | 40 | 1000 | + Satisfactory Progress |
| 3 | 45 | 2000 | + Satisfactory Progress |
| 4 | 50 | 2750 | + Complete 1st Core Competency |
| 5 | 60 | 3500 | + Complete 2nd Core Competency |
| 6 | 65 | 4250 | + Complete 3rd Core Competency |
| 7 | 75 | 5000 | + Complete 4th Core Competency |
| 8 | 80 | 5750 | + Complete 5th Core Competency |
| 9 | 85 | 6500 | + Complete 6th Core Competency |
| 10 | 90 | 7250 | + Complete 7th Core Competency |
| Completion | 100 | 8000 | + Complete 8th Core Competency |

At the time of registration of these Standards, the QEW rate is \$48.43. The Registration Agency will be notified of any changes in the QEW rate in a timely manner.

To be advanced, the apprentice must have satisfactorily completed both requirements: OJT hours and Related Training Core Competency assessments as indicated above (see Section 19).

[Example: To advance to fourth period, one must have satisfactorily completed the first Core Competency and must also have accumulated 2,750 hours of OJT with satisfactory performance.]

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~~SECTION VI~~ — 7. Wages and Fringe Benefits

Apprentices shall be employed on a stipulated hourly wage and benefits basis, as provided in the local CBA. Increases shall be subject to satisfactory progress on the job and satisfactory progress or completion of related instruction. See Section ~~V~~ 6 for the periods of advancement and rates of pay.

~~SECTION VIII~~ — 8. Qualification for Apprenticeship

The section was completed replaced.

- A. Methods of Entry. Every individual selected for apprenticeship shall come from the pool of qualified applicants on the ranked list, unless otherwise qualifying for Direct Interview or Direct Entry. No applicant shall be excluded from consideration because they fail to meet qualifications for Direct Interview or Direct Entry; they must be considered under the standard method of entry.
- B. Application. Every applicant must fill out an application form electronically, accurately, and completely responding to all questions and items listed in the application.
- C. Minimum Qualifications. Except as provided in paragraphs 8(E) and 8(F) for those eligible for Direct Interview or Direct Entry, each applicant must meet the following minimum qualifications and will be required to provide evidence satisfactory to the JATC at the time indicated in the Selection Procedures.
- 1) Each applicant must be: (i) a high school graduate, or (ii) have a Certificate of High School Equivalency or GED, or (iii) have a two-year Associate Degree (or its equivalent) or higher. (If equivalent education was obtained outside of the United States, the applicant will be required to provide appropriate documentation).
 - 2) Each applicant must have successfully completed: (i) one full year of high school algebra (or its equivalent) with a grade of "C" or better, or (ii) one semester of post high school algebra (e.g., Adult Education, Continuing Education, Community College, etc.) with a grade of "C" or better; or (iii) the *electrical training ALLIANCE* online Tech Math Course.
 - 3) Each applicant must be able to work legally in the United States and provide a valid social security number. The JATC will not seek to verify authorization to work in the U.S., since that is the responsibility of Employers during on-the-job training, but if the JATC learns that an applicant is not eligible to work and will not be eligible at the time of registration, the JATC may terminate the application.
 - 4) Each applicant must be capable of completing all requirements of the apprenticeship program and performing the work required of an electrical worker, with or without reasonable accommodations, including being able and willing to:
 - a. ~~physically and mentally able to~~ safely perform or learn to safely perform the essential functions of the job ~~either with or without reasonable accommodations;~~

- b. ~~able to~~ get to and from work at job sites anywhere within the geographical jurisdiction of this Apprenticeship Program ~~covers~~;
- c. attend and successfully pass all related instruction;
- d. understand and follow all JATC Rules and Policies;
- e. ~~able to~~ climb and work from ladders, scaffolds, poles, and towers of various heights;
- f. ~~able to~~ push, pull, crawl, crouch, and work in confined spaces such as attics, manholes and crawlspaces, lift 25-50 pound objects on a fairly consistent schedule, and use various hand and power-assisted tools to install conduit, wiring, fixtures, devices, and electrical apparatus within commercial, industrial, and residential buildings;
- g. ~~able to~~ read, hear, speak, and understand instructions and warnings in English.

5) Each applicant must be a minimum of eighteen (18) years-old at the time of ~~applicaiton~~ registration, except that otherwise qualified applicants may be registered by the JATC prior to turning age 18 if permitted by state law ~~(must provide evidence of minimum age as required by the JATC, in accordance with State laws and regulations).~~

D. Written Examination.

- 1) ~~sit for the electrical industry's aptitude test developed and validated by American Institutes for Research obtain a qualifying score of 5 using the electrical industry's aptitude test developed and validated by the American Institutes for Research.~~ Each applicant will be required to take the Aptitude Test prepared by the *electrical training ALLIANCE*. Applicants who do not qualify for Direct Interview or Direct Entry must receive a minimum passing score of 5.
- 2) ~~sit for the electrical industry's aptitude test developed and validated by American Institutes for Research~~ Applicants who qualify for Direct Interview or Direct Entry, and who are subsequently registered in the program, will be required to take the Aptitude Test, either before or after registration, to assist in placement and identify areas where they may require additional support.

E. Direct Interview Qualification.

The applicants described below will not be required to obtain a qualifying score on the Aptitude Test, or meet the requirements in 8(C) (1) (High School diploma or GED), or 8(C) (2) (math). If they meet all other minimum qualifications above, and the requirements below, they will be invited to an oral interview. These individuals must still meet all post-selection requirements in paragraph 8(G) Applicants are not required to apply through these methods and may choose to apply through the standard method of entry.

1) Military Experience.

- a. Applicants who have completed at least three years of active duty military service with the U.S. Armed Forces, with a discharge under honorable conditions within five years of the application date.
- b. Applicants who have completed at least six years of U.S. military reserve service, who are still serving as a military reservist or have an honorable discharge within two years of the application date.

- c. ~~An Applicants who have been~~ honorably discharged ~~military veteran~~ from the military and have ~~who~~ completed military technical training school in a Military Occupational Specialty (“MOS”) applicable to the ~~commercial and/or industrial~~ electrical construction industry ~~(as determined by the JATC)~~, and can document a minimum of two years of military experience in that MOS, ~~may qualify for either direct interview or direct entry (must apply within five years from MOS experience); as determined by the JATC if apprenticeship opportunities are available~~ of the date of application. These individuals may also qualify for direct entry.
- d. To qualify under E (1) (a)-(c), applicants must provide a DD-214 or equivalent documentation acceptable to the JATC to establish their experience.
- e. Applicants who have served overseas and/or lived on base for a minimum of two (2) years prior to application will have any existing residency restriction waived.

2) Industry Experience

- a. 2,000 Hours. ~~Individuals~~ Applicants who can verify ~~(by providing undisputable documenting evidence)~~ that they have worked a minimum of two-thousand (2,000) hours specifically in the electrical construction industry ~~will qualify for direct interview by the JATC to be considered along with other qualified applicants.~~
- b. 4,000 Hours. ~~Individuals~~ Applicants who can verify ~~(by providing undisputable documenting evidence)~~ that they have worked a minimum of 4,000 hours specifically in the ~~commercial and/or industrial electrical construction industry,~~ trade. These individuals may also qualify for direct entry. An absolute minimum of four-thousand hours of electrical construction work experience must be proven to meet this qualification. No other form of electronic or electrical experience/training or construction experience will be given credit under this provision.
- c. Individuals applying under these two methods must provide to the JATC sufficient documentation, satisfactory to the JATC, to demonstrate their experience in the electrical construction industry. This documentation may be comprised of official documents such as tax/payroll records, or notarized letters of experience from prior employers.

3) electrical training ALLIANCE Interim Credential.

- a. Individuals who have received an Interim Credential through the program developed by the electrical training ALLIANCE, which represents that they have successfully completed the 1st Year curriculum. These individuals may also be eligible for direct entry.

4) School-to-Apprenticeship Program.

- a. Individuals ~~applying for~~ who have completed a School-to-Apprenticeship (STA) Program in the electrical industry, including a School to Registered Apprenticeship (~~for the~~ STRA) program ~~shall be interviewed and selected by the~~ involving the JATC. To be eligible, the STA or STRA program must meet the following requirements:
 - i. shall be available to all schools within the jurisdiction of the CBA who agree to participate in the STRA program.

- ii. shall require participants to be at least 16 years of age.
- iii. shall require participants to complete their Junior Year (11th Grade) of High School prior to being employed as an apprentice in this program.
- iv. shall allow the JATC to work with the school to encourage participating school systems to include in their academic curriculum: A basic Computer Course, and Mechanical Drawing, or Computer Aided Design. The JATC may determine that participants must complete the First-Year of industry related classroom training (~~NJATC electrical training ALLIANCE~~ Curriculum), specific ~~NJATC electrical training ALLIANCE~~ courses or industry orientation related seminars, or classes. These classes and seminars shall be taught by the JATC. The ~~NJATC electrical training ALLIANCE~~ course materials may be presented during the evening hours.
- v. may permit the scheduling of alternating weeks of academic study and OJT experience, as determined by the JATC and agreed to by the participating school(s).
- vi. shall mandate that failure to successfully complete academic studies (high school and JATC) shall be just cause for termination from the program.
- vii. shall mandate that failure to demonstrate progress in safely and proficiently accomplishing work practices shall be just cause for termination.
- viii. shall obtain a qualifying score on the Aptitude Test.

5) Job Corps.

- a. ~~Youth Applicants~~ who completed a Jobs Corps training program in electrical construction within two (2) years prior to application, and who obtain a qualifying score on the ~~electrical industry's~~ Aptitude Test.

6) Pre-Apprenticeship Programs.

- a. Individuals who can verify that they have completed a structured pre-apprenticeship training program meeting minimum requirements ~~established by the NJATC and~~ recognized by the JATC, and sponsored by community outreach groups, ~~or by the IBEW; or NECA, the Local, State, Regional, or National Building Trades programs, or by the JATC; may qualify for direct interview or direct entry; as determined by the JATC and available apprenticeship opportunities.~~ These individuals may also qualify for direct entry.
- b. Applicants under this method must provide ~~to the JATC proper, undisputable documentation confirming that they meet~~ with appropriate documentation, satisfactory to the JATC, confirming that they meet the specific requirements of the pre-apprenticeship program. This documentation must be comprised of official documents such as: completion/graduation certificates, transcripts, notarized letters of confirmation and sworn statements.
- c. Applicants must also obtain a qualifying score on the Aptitude Test.

7) Industry Needs.

Applicants who meet unique industry needs or requirements, and who obtain a qualifying score on the Aptitude Test, will qualify for direct interview by the JATC as soon as possible after application submission, and may qualify for direct entry. To qualify under this method, applicants must either:

- i. Be in categories for which signatory contractors are required to recruit and hire under project labor agreements (“PLAs”), project stabilization agreements (“PSAs), and/or other federal, state, or local governmental contracts or agreements, provided that those categories are not defined by Protected Characteristics as defined in the JATC’s EEO/AA Plan (e.g. requirements for veterans, local residents, or disadvantaged workers (as defined by income or other factors than Protected Characteristics); or
- ii. Be located in a geographic area for which there is high demand that cannot be reasonably served with a sufficient number of apprentices because of the excessive travel distances.

F. Direct Entry. Applicants who meet the following qualifications will be offered direct entry into the Apprenticeship Program, with certain requirements waived and without being placed on or selected from the ranked list of qualified applicants. These individuals must still meet all post-selection requirements in paragraph 8(G), unless expressly exempted.

1) New Signatory Employer. An electrical construction employee of a non-signatory employer not qualifying as a ~~Journeyworker~~ **Qualified Electrical Worker** when the employer becomes a signatory, shall be evaluated by the JATC, using **consistent, standard, nondiscriminatory** means ~~of evaluation (see Section X)~~, and registered at the appropriate period of apprenticeship based on previous work experience and related training.

a. Such applicants must meet the minimum requirements in 8(C) (4). Such applicants must also:

- i. Provide official, undisputable documentation to show that they were an employee performing electrical construction work prior to and at the time the employer becomes signatory.
- ii. Supply the JATC with required reliable documentation and adequate verification to substantiate previous employment and experience to warrant their ~~registration indenture~~.

2) 30% Cards. An individual who signs an authorization card during an organizing effort ~~wherein, where thirty~~ **(30)% percent** or more of the employees have signed authorization cards, whether or not the employer becomes signatory ~~and, and~~ is an employee of the non-signatory electrical contractor and does not qualify as ~~an IBEW Inside Journeyworker Wireman~~ **a Qualified Electrical Worker**, shall be evaluated by the JATC, using **consistent, standard, nondiscriminatory** means ~~of evaluation (see Section X)~~, and registered at the appropriate period of apprenticeship based on previous work experience and related training.

- a. All employees of the non-signatory electrical contractor must have been offered the opportunity to sign authorization cards.
- b. For such applicants to be considered, they must meet the minimum requirements in 8(C) (4). Such applicants must also:

- i. Have previous work experience (with non-participating employer(s)) that warrants some OJT credit, based on the provisions of these Standards, 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.
- ii. Provide official documentation to show length of employment with present electrical employer and all other previous electrical employers.

3) Transfer of Apprenticeship

- a. A registered apprentice who wishes to transfer an Apprenticeship Agreement between two local IBEW/NECA JATCs having registered inside apprenticeship programs. This is a method of direct entry.
- b. In order to transfer an apprenticeship agreement between two local IBEW/NECA JATCs having a registered inside apprenticeship program, the following requirements must be met. The apprentice must submit a written request for transfer, describing in detail the needs and reasons upon which the request is based.
- c. The apprentice's sponsoring JATC must agree to the transfer, acting on behalf of the official program sponsors for the IBEW and NECA.
- d. The receiving JATC must agree to accept the transfer, acting on behalf of the official program sponsors for the IBEW and NECA.
- e. The receiving JATC shall have complete access to all apprenticeship records pertaining to the transferring apprentice.
- f. The transferring apprentice must:
 - i. Complete an Application ~~form~~.
 - ii. Provide to the JATC official documentation pertaining to their participation in the apprenticeship program that they are transferring from. An official copy of all records established with the sponsoring JATC (including a copy of the application form and the apprenticeship agreement—properly registered with the Registration Agency) and other information submitted shall be provided to the receiving JATC.
 - iii. The receiving JATC will examine all documentation submitted before granting permission to transfer. All such records shall become part of the receiving JATC's permanent files.
- g. Upon being accepted by the receiving JATC, have their existing apprenticeship agreement terminated and have registration proceedings initiated immediately by the receiving JATC and the appropriate Registration Agency. The Registration Agency will be provided with all documentation necessary and/or required to verify that the transfer is justifiable.
- h. The apprentice will receive full credit for probationary time previously served. No plan assets will be transferred between the plans to cover the costs of the apprentice's education.

4) Other Means

- a. Individuals who qualify under 8(E)(1)(c) (two years military electrical experience); 8(E)(2)(b) (4,000 hours); 8(E)(3) (Interim Credential); 8(E)(6)(pre-apprenticeship); or 8(E)(7) (industry needs) may qualify for direct entry after interview based upon standard, non-discriminatory evaluation factors (e.g. top 50% of class ranking for those with Interim Credentials; a defined cut-off or pass/fail score on knowledge-based tests or skills-based tests or other exams; or a pass/fail interview).
- b. The JATC may, in its discretion, determine that due to industry needs, individuals in one or more categories under 8(E) will be offered direct entry rather than direct interview for a period of time.
- c. Decisions to permit direct entry under these options, and for what period of time, should be recorded in the Minutes of the Committee and publicized through the Notice of Apprenticeship Opportunity, prior to each period of applications and interviews.
- d. A decision to permit direct entry instead of direct interview must be made before or promptly after an interview, before interviewees are placed on the ranked list. Once an applicant is placed on the ranked list their status cannot be changed to Direct Entry.

G. Post-Selection Requirements.

All selected applicants (including those admitted through direct entry) must meet the following minimum requirements at the time indicated in these Selection Procedures, typically after a conditional offer is made and prior to registration.

- 1) Provide any remaining documentation required to complete the selection process.
- 2) Not be disqualified as a result of information obtained by the JATC during the selection process, including interviews, verification of information, reference checks or other information made available to the JATC prior to registration.
- 3) Pass all required drug-screen tests. The cost of the tests is borne by the JATC. If the applicant fails any pre-registration drug test, refuses to take any pre-registration drug test, or has insufficient hair or urine for any pre-registered drug test, each of which constitutes a failed pre-registered drug test, the conditional offer will be revoked.

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~~SECTION IX — 9. Application Process, Affirmative Action Plan and Selection Procedure and Placement (PW Apprentices)~~

The section was completed replaced.

- A. Selection of Applicants will be done under the Selection Procedures (App. A). Applicants placed on the ranked list shall remain active for one (1) calendar year from the date of interview, subject to exceptions.

- B. Apprentices who enter the traditional time-based program may be offered the opportunity to transition into the Hybrid apprenticeship program provided the transition is authorized and approved by the JATC. Apprentices who enter the Hybrid apprenticeship program may be offered the opportunity by the JATC to transition to the traditional time-based program provided the transition is authorized and approved by the JATC. Apprentices who transition must complete all of the related instruction and hour requirements for the program.
- C. PW Apprentices may be temporarily placed for training pursuant to PW Agreements, as described in Section 15. E. of these Standards.

SECTION X— 10. Credit for On-the-Job Skill Acquisition and Previous Related Training

The section was reorganized and replaced.

- A. Every applicant who qualifies for Direct Interview or Direct Entry, and who is subsequently registered, will be evaluated by the JATC to determine, using standard means of evaluation, if OJT and/or related instruction credit will be awarded for previous training and experience.
- B. Qualified applicants interviewed and selected for apprenticeship under these Standards who have previously completed another IBEW/NECA apprenticeship will be awarded a minimum of three thousand, five hundred (3,500) hours of OJT credit. Such individuals will be properly evaluated by the JATC and placed in the appropriate year of related training (~~see Section X~~).
- C. Qualified applicants selected for registration who have the *electrical training ALLIANCE* Interim Credential shall be placed in 2nd Year related instruction if the Interim Credential was received within 3 years of the date of registration.
- D. ~~Candidates with~~ Other applicants selected for registration who have previous knowledge and skill acquisition in the electrical construction industry can ask for and have such work and job experience evaluated by the JATC prior to signing an Apprenticeship Agreement. ~~The apprentice cannot request an evaluation of past experience after signing.~~
- E. Where such experience warrants, the JATC will place the apprentice in the appropriate period with the commensurate wages as determined by the JATC. The JATC will use consistent and equal ways and means for measuring and evaluating individuals to determine how much credit to award, for both OJT and related training. Hours of OJT credit awarded and related instruction placement level are independent of one another. Those awarded OJT credit and assigned to the appropriate pay period classification may be given additional time to successfully complete related instructional requirements.
- F. Advance standing is subject to review throughout the probationary period. During this time, OJT and classroom performance will be evaluated to determine if any readjustment concerning OJT or related training status is warranted, including reevaluation and reassignment of apprenticeship period and level of related instruction, as the JATC determines.

SECTION XI— 11. The Apprenticeship Agreement

The section was reorganized and replaced.

- A. Before being employed as an apprentice or enrolled in related instruction classes, the selected applicant must sign an Apprenticeship Agreement with the JATC. The Apprenticeship Agreement will **immediately** be submitted to the Registration Agency for approval **if required**. ~~These Standards of Apprenticeship, including the Affirmation Action Plan and Selection Procedures and the JATC’s Rules and Policies (as they may be amended) shall be considered a part of the Apprenticeship Agreement. See Appendix C, Apprenticeship Agreement.)~~
- B. Prior to signing the Apprenticeship Agreement, each selected applicant shall be given an opportunity to read and review ~~these~~ Standards, the JATC’s ~~written~~ Rules and Policies, the Apprenticeship Agreement and the sections of the CBA that pertains to apprenticeship. Selected applicants shall sign an acknowledgement that they have reviewed the documents and are willing to abide by them ~~(See Appendix D)~~.
- C. ~~The JATC shall have three (3) copies of the apprenticeship agreement properly completed. Each copy shall be signed by the apprentice and the JATC. All copies will be submitted to the Registration Agency. The (2) copies will be returned to the JATC, one (1) shall be provided to the apprentice, and one (1) shall be retained and filed by the JATC, and the Apprentice shall sign the Apprenticeship Agreement and each receive a signed copy. The JATC shall follow the procedures of the Registration Agency regarding the submission of the Apprenticeship Agreement (e.g. through RAPIDS for DOL states, number of signed originals).~~

SECTION XII— 12. Probationary Period

The section was reorganized and replaced.

- A. The first 2,000 hours of OJT, and satisfactory performance in related classroom training during such time, shall constitute the probationary period. During the probationary period, the JATC shall make a thorough review of the apprentice’s ability and development.
- B. Prior to the end of the probationary period, ~~action must be taken on~~ the JATC will decide whether to end the ~~each probationary apprentice to end~~ probation, extend the probation or cancel the Apprenticeship Agreement. ~~All interested parties shall be notified in writing of such action.~~ If the Registration Agency so requires, the Registration Agency shall be notified of cancellations or extensions.
- C. During the ~~this~~ probationary period ~~the apprenticeship agreement~~, the JATC may ~~be canceled by either party~~ extend the probation up to the maximum, or cancel the apprenticeship agreement, without the formality of a hearing and at the discretion of the JATC, so long as the JATC is acting in a non-discriminatory manner. Apprentices whose agreements are cancelled during the probationary period have no appeal rights other than those provided in the EEO/AA Plan.

SECTION XIII— 13. Related Instruction

- A. Each apprentice shall be required to participate in non-compensable related instruction away from the job as specified below.

B. In addition to the required ~~NJATC~~ *electrical training ALLIANCE* curriculum as listed under item C. of this section, each apprentice will be required to complete a series of extra classes and licensing before completion of ~~their~~ *NJATC electrical training ALLIANCE* curriculum. The extra classes and licensing shall include, but not be limited to:

OSHA 10/30, First Aid/CPR, Forklift, Boomlift, Scissorlift, Sexual Harassment & Discrimination and COMET I, COMET II, Steward's training, Foreman's training, ~~Clark County Journeyman Electrician Licensing~~ and Three (3) Elective Classes

C. Course of Study

1) Traditional (Time-Based) Program - Topics to be studied (completed) as part of the required ~~NJATC~~ *electrical training ALLIANCE* curriculum shall include, but not be limited to those listed below. The order of presentation and/or year of presentation may change from time to time:

FIRST YEAR - 180 ~~CORE~~ HOURS MINIMUM

- Applications
- Codes and ~~Practices~~ 1 Standards
- ~~DC~~ Electrical Theory 1
- Industry Orientation 1
- Installation Applications
- Jobsite Skills and Practices ~~Information~~ 1
- Safety Awareness
- ~~Test Instruments~~ 1

SECOND YEAR - 180 ~~CORE~~ HOURS MINIMUM

- AC Theory 1
- Applications
- Blueprints 1
- Codes and ~~Practices~~ 2 Standards
- ~~Code Calculations~~ 1
- Codeology 1
- Construction Documentation
- Electrical Equipment
- Electrical Theory
- Industry Orientation 2
- Installation Applications
- Safety Awareness ~~Related Work Practices~~ 1
- ~~Transformers~~ 1
- ~~Test Instruments~~ 2

THIRD YEAR - 180 HOURS MINIMUM (~~138-108 HOURS~~ ~~CORE~~ HOURS MINIMUM and 72 HOURS ADVANCED MINIMUM)

- AC Theory 2
- Blueprints 2

~~Codes and Practices—3 Standards~~
~~Construction Documentation~~
~~Construction Leadership~~
~~Electrical Systems~~
~~Electrical Theory~~
~~Fire Alarm 1~~
~~Grounding and Bonding 1~~
~~Rigging 1~~
~~Safety Related Work Practices 2~~ Material and Equipment Handling
~~Safety Awareness~~
~~Min. 82 Hours of Advanced Courses*~~

FOURTH YEAR - 180 HOURS MINIMUM (98-72 HOURS CORE HOURS MINIMUM and 108 HOURS ADVANCED MINIMUM)

~~Blueprints 2~~
~~Codes and Practices—4 Standards~~
~~Code Calculations 2~~
~~Construction Documentation~~
~~Electrical Control Systems~~
~~Electrical Systems~~
~~Electrical Equipment~~
~~Grounding and Bonding 2~~
~~Motor Control 1~~
~~Motors~~
~~Safety Awareness~~
~~Min. 82 Hours of Advanced Courses*~~

FIFTH YEAR - 180 HOURS MINIMUM (98-72 HOURS CORE HOURS MINIMUM and 108 HOURS ADVANCED MINIMUM)

~~Codes and Practices—4 Standards~~
~~Code Calculations 3~~
~~Electrical Control Systems~~
~~Electrical Equipment~~
~~Industry Orientation 3~~
~~Jobsite Skills and Practices~~
~~Motor Control 2~~
~~Safety Awareness~~
~~Min. 82 Hours of Advanced Courses*~~

ADVANCED TOPICS

THIRD YEAR – ~~42 72~~ HOURS MINIMUM, FOURTH YEAR – ~~82 108~~ HOURS MINIMUM, FIFTH YEAR – ~~82 108~~ HOURS MINIMUM

~~AC Theory 3~~

~~Advanced Codes and Standards~~

~~Advanced Construction Documentation~~

~~Advanced Construction Leadership~~

~~Advanced Distributed Generation~~

~~Advanced Communications Systems~~

~~Advanced Control Systems~~

~~Advanced Electrical Equipment~~

~~Advanced Electrical Systems~~

~~Advanced Limited Energy Systems~~

~~Advanced Safety Awareness~~

~~Advanced Theory~~

~~DC Theory 2~~

~~Test Instruments 3~~

~~Fire Alarm 2~~

~~Motor Control 3~~

~~Programmable Controllers 1~~

~~Programmable Controllers 2~~

~~Photovoltaics 1~~

~~Motors 2~~

~~Building Automation 1~~

~~Building Automation 2~~

~~Instrumentation 1~~

~~Instrumentation 2~~

~~Fiber Optics 1~~

~~Photovoltaics 2~~

~~CCTV 1~~

~~Local Area Networks~~

~~Nurse Call Systems 1~~

~~Paging Systems 1~~

~~Sound Reinforcement Systems 1~~

~~Structured Cabling 1~~

~~Telephony 1~~

~~Hazardous Locations 1~~

~~Health Care Systems 1~~

~~Lighting Essentials~~

~~Lighting Protection~~

~~Understanding RF Systems 1~~

~~OSHA 10~~

~~OSHA 10/30~~

~~Digital Electronics 1~~

~~Digital Electronics 2~~

~~Semiconductors 1~~

~~Semiconductors 2~~

2) Hybrid Apprenticeship Program – Topics to be studied (completed) as part of the required *electrical training ALLIANCE* curriculum shall include, but not be limited to those listed below. The order of presentation and/or year of presentation may change from time to time:

- a. Tools and Materials
- b. Wiring Methods
- c. Conduit Fabrication
- d. Wiring Devices
- e. National Electrical Code
- f. OSHA Safety
- g. Electrical Safety and PPE
- h. Blueprint Reading
- i. Transformer Applications
- j. Motors & Motor Control
- k. Electrical Grounding
- l. Low Voltage Systems
- m. Test Instruments
- n. Fire Alarm

As part of their related instruction, apprentices will be required to successfully complete written assessments of specific core competencies. In addition to the written assessments, apprentices within the Hybrid pathway will also be required to demonstrate competency through hands-on, proficiency-based assessments during the course of their apprenticeship. Apprentices will be eligible for the hands-on, proficiency-based evaluations only after they have successfully completed and documented the minimum number of related OJT hours in the specific competency. See Section 16 for Work Experience requirements.

The number of related instruction hours will be commensurate with the hours needed to achieve and demonstrate both written and hands-on proficiency in the identified competencies.

D. The time spent in related classroom instruction, which may include ~~web-based~~ blended learning, shall be in addition to the required minimum hours of OJT. The minimum number of classroom hours per year

may change from time to time in order to meet training needs. Such changes must be properly approved by the Registration Agency.

- E. The JATC shall secure competent Instructors whose knowledge, experience and ability to teach shall be carefully examined and monitored. The Instructors shall take the teacher training courses made available from the ~~NJATC~~ *electrical training ALLIANCE* (or state required equivalent) through attendance, participation and working towards completion of the Industry's Four-Year National Training Institute Teacher-Training Program.
- G. The Instructors shall administer ~~or oversee~~ *NJATC electrical training ALLIANCE* standardized tests in a timely manner. Such tests shall be evaluated, scored ~~by the instructor~~, and reviewed with the class. ~~Immediately following class reviews of the tests the instructor shall return all tests and materials to the JATC for proper filing. No test or test materials will be left in the hands of any apprentice. The JATC and the instructor will prudent and diligent in all efforts to protect the integrity of the testing materials. If tests are not administered electronically, the instructor shall ensure that all tests and materials are collected and provided to the JATC.~~
- H. The JATC shall monitor the apprentice's performance in related training and take appropriate action to encourage improvement where warranted. JATCs will require performance reports to be filed on a regular basis by ~~the each~~ instructor, evaluating the apprentice's related instructional training performance. Such reports shall be maintained by the JATC as part of its official file for each apprentice, providing an accumulative record of performance in related training.
- I. The JATC shall inform each graduating apprentice of availability of college credit through the ~~NJATC's~~ *electrical training ALLIANCE's* College Credit Program with the American Council on Education ("ACE"), and any Continuing Education Units ("CEUs") that may be available.
- J. ~~Certain related instruction may be provided online, rather than in a traditional classroom or laboratory setting. If an apprentice is required to attend related instruction online, the apprentice must have access to the internet via a computer, and must complete all online assignments and the total required hours of each session in the allotted amount of time. The computer will not be provided by the apprenticeship program and the internet access fees will not be paid by the apprenticeship program.~~

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~~SECTION XIV~~ 14. Safety and Health Training

- A. The Employers ~~shall the apprentice~~ are responsible for instructing apprentices in safe and healthful work practices and shall ensure that the apprentice is trained in facilities and other environments that are in compliance with either the Occupational Safety and Health Act standards promulgated by ~~the Secretary of Labor under Public Law 91-596, dated December 29, 1970 and as amended by Public Law 101-552, dated November 5, 1990, DOL or State,~~ or local standards that have been found to be at least as effective as the Federal standards.
- ~~B. While on the job site, it shall be the responsibility of the Employer to provide the apprentice a safe and healthful workplace and conditions of employment, and work assignments that the apprentice can safely perform.~~

CB.

~~DC.~~ The JATC shall see that each apprentice successfully completes the ~~NJATC~~ *electrical training ALLIANCE*, OSHA approved, Ten-Hour Construction Safety course, before beginning the Second-Year of related instructional training. NOTE: This training requires additional classroom ~~hours time (estimated 15 to 20 hours needed to complete this training).~~

~~ED.~~ The JATC shall see that each apprentice successfully completes the additional *electrical training ALLIANCE*/OSHA training course materials necessary to acquire the OSHA Thirty-Hour Card, ~~before the Fifth-Year of related instructional training.~~ NOTE: This training requires additional classroom ~~hours time estimated thirty two to forty clock hours needed.~~

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SECTION XV — 15. Hours of Work; Assignments

A. The apprentice shall work the hours that are specified in the local CBA ~~or such hours that are set by an Employer consistent with the CBA. The current hours of work shall be included in the Rules and Policies.~~ The apprentice's work shall not interfere with attending related instructional classes.

B. The JATC shall maintain a standard procedure ~~for assignment of apprentices and endeavor to best ensure reasonable continuous employment for all apprentices. The JATC shall make all OJT assignments, reassignments and transfers as stipulated in the CBA ensuring and adequate training and employment opportunities. Should the current employer be unable to provide the apprentice full employment on a reasonably continuous basis~~ experience in ~~the~~ all work process ~~outlined as described in these Standards Section 16, the apprentice by be transferred or reassigned to another participating employer as determined by the JATC.~~ The JATC shall make all OJT assignments and reassignments consistent with the CBA. In order to achieve these objectives an apprentice may be transferred or reassigned to another participating employer as determined by the JATC in its discretion.

~~BC.~~ In the event that the JATC is unable to provide an eligible apprentice with an OJT assignment, apprentices may seek temporary employment outside of the electrical construction industry. Regardless of employment status, apprentices must continue to report for their regularly scheduled related instructional classes. ~~Additionally,~~ ~~a~~Apprentices shall remain at all times subject to immediate call by the JATC for an OJT assignment given by the JATC. Under no circumstances shall a participating employer be denied the assignment of an apprentice due to an apprentice temporarily working outside the CBA. Failure to immediately comply with instructions to return to the JATC for an OJT assignment may result in ~~termination~~ ~~cancellation~~ of the apprentice's apprenticeship agreement.

C. The JATC may assist apprentices in seeking temporary employment by providing access to resources, establishing connections with local employers or other methods.

E. The JATC may, but is not required to, enter into special apprentice agreements for the dispatch of registered apprentices (authorized by the Public Works provisions of SB 207, adopted by the State of Nevada, effective January 1, 2020 – "SB 207"), for completion of Public Works Projects through Employers awarded bids for electrical and/or sign work, which are not signatory to a CBA with the Union within its jurisdiction (PW Agreements). Any such PW Agreements shall bind such Employers to the Standards for the duration of any

temporary training and employment period for dispatched apprentices on such Public Works Projects (PW Apprentice). The JATC may utilize such availability request and PW Agreement forms, as may be approved from time-to-time by the JATC, consistent with the requirements of SB 207 and these Standards.

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SECTION XVI— 16. Work Experience

TRADITIONAL (TIME-BASED) APPRENTICESHIP PROGRAM

- A. In order to provide for the development of the necessary occupational skills in the various work processes, the JATC shall attempt to provide the apprentice with OJT in the following categories, as job training assignments permit. **These estimates are not minimum requirements for proficiency. Some job assignments may relate to more than one work process.**

INSIDE ~~JOURNEY WORKER WIREMAN~~ QUALIFIED ELECTRICAL WORKER
(Existing Title: Electrician)
O*NET-SOC CODE: 47-2111.00
RAPIDS CODE: 0159

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HYBRID APPRENTICESHIP PROGRAM

It is the intent that apprentices in the Hybrid Program be afforded the opportunity to gain work experience in all of the work processes listed below. Apprentices will be required to demonstrate mastery of a minimum of eight (8) of the listed core competences identified in Section 13 – Related Instruction. The Program Sponsor will determine which of the core competencies are best suited to the apprentice based upon a number of factors, including but not limited to the individual needs and abilities of the apprentice, the needs of the Employer, and the needs of the industry.

The core competencies that each apprentice must master will be integrated into the OJT of the apprentice. Apprentices must complete the minimum number of OJT hours listed below for each core competency before they are eligible to take the appropriate written and hands-on assessment. Each apprentice in the Hybrid Program must complete a minimum of 8,000 hours of OJT to complete their apprenticeship and receive a change in classification to Construction Electrician.

CONSTRUCTION ELECTRICIAN
O*NET-SOC CODE: 47-2111.00
RAPIDS CODE: 0159HY

| | CORE COMPETENCY | HOURS |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| | Knowledge, Skills and Abilities (KSAs) | |
| | | Min |
| a. | Tools and Materials Knowledge of hand tools (e.g., screwdriver, cable cutter) Knowledge of power-assisted tools (e.g., cordless drill, wire tugger) Knowledge of how to care for tools and equipment | 80 |
| b. | Wiring Methods Skill at terminating aluminum or copper cable Skill at installing cables and cable assemblies Knowledge of NEC recognized wiring methods | 80 |
| c. | Conduit Fabrication Knowledge of raceway types Knowledge of how to calculate degrees when bending conduit Knowledge of how to bend conduit Knowledge of threading conduit Knowledge of connecting raceway runs Knowledge of how to install raceways Skill at bending conduit Skill at threading conduit Skill at connecting raceways Skill at installing raceways | 80 |
| d. | Wiring Devices Understand and identify the different components of a wiring device Understand and describe the primary means of terminating a wiring device to a branch circuit conductor Understand and describe the NEMA wiring device configuration standards Identify the different means of terminating receptacles to a branch-circuit conductor Describe the means of properly grounding a receptacle Understand the wiring of 3-way and 4-way switches | 200 |

| | CORE COMPETENCY | HOURS |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| e. | <p>National Electrical Code</p> <ul style="list-style-type: none"> Knowledge of National Electrical Code (NEC) Knowledge of NEC Code Calculations Knowledge of NEC Grounding Requirements Application of NEC Wiring Method Provisions & Requirements Ability to locate and apply NEC Code requirements | 200 |
| f. | <p>OSHA Safety</p> <ul style="list-style-type: none"> Knowledge of OSHA 1926 Construction Standards Knowledge of OSHA Rights & Responsibilities Ability to determine potential hazards & Risks in construction industry Knowledge or Hazard recognition and abatement techniques | 80 |
| g. | <p>Electrical Safety and Personal Protection Equipment (PPE)</p> <ul style="list-style-type: none"> Knowledge of the dangers of energized circuits Knowledge of NFPA 70E - Electrical Safety in the Workplace Knowledge about the hazards associated with working on & near electrical equipment Ability to utilize electrical safe work practices when necessary Knowledge about engineering & administrative controls to remove electrical hazards | 80 |
| h. | <p>Blueprint Reading</p> <ul style="list-style-type: none"> Knowledge of how to use blueprints/CAD drawings, including symbols and scales used Knowledge of how to use schematic diagrams Knowledge of how to use ladder logic diagrams Knowledge of how to use 3-D sketches (e.g., orthographic and isometric) Knowledge of how to use building specifications | 200 |
| i. | <p>Transformer Applications</p> <ul style="list-style-type: none"> Knowledge of how transformers are constructed Knowledge of transformer connections and configurations Knowledge of transformer ratings Knowledge of proper fusing for transformers Knowledge of proper transformer installation | 100 |
| j. | <p>Motors & Motor Control</p> <ul style="list-style-type: none"> Knowledge of how DC motors operate Knowledge of how AC motors operate Knowledge of magnetic motor controls and circuitry Knowledge of single phase and three phase motor configurations Knowledge of solid state motor controls and circuitry (e.g., variable frequency drives) | 80 |
| k. | <p>Electrical Grounding</p> <ul style="list-style-type: none"> Knowledge of the principles of grounding theory Knowledge of grounding protection systems Knowledge of lightning protection systems Knowledge of how conditions affect grounding (e.g., atmospheric conditions, soil conditions, and building materials) Knowledge of which materials are good conductors and insulators | 80 |

| | CORE COMPETENCY | HOURS |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| i. | Low Voltage Systems Knowledge of EIA/TIA telecommunication standards Knowledge of local area networks Knowledge of high-speed data transfer systems (e.g., fiber optic, DSL, cable) Knowledge of the properties of telecommunications cable (e.g., coaxial, fiber optic, twisted pair) Skill at terminating low-voltage cable | 40 |
| m. | Test Instruments Knowledge of the use of safety labels, procedures, equipment, and standards as they apply to the use of test instruments Identify the different types of multimeters and understand how their features are useful in troubleshooting Identify and demonstrate the different methods and procedures used when troubleshooting Knowledge of the concepts of resistance and continuity and how to safely use an ohmmeter or megohmmeter Identify the causes of common measurement errors and the techniques used to reduce them Knowledge about the precautions required to properly care for test instruments | 40 |
| n. | Fire Alarm Knowledge of additional relevant National Fire Protection Association (NFPA) codes Knowledge of initiation, annunciation, and actuation process Knowledge of fire alarm system devices (e.g., smoke detectors, manual pull alarm stations, strobes, horns) Knowledge of device addressing procedures Knowledge of Class A, Class B, and multiplex wiring systems Knowledge of security system devices (e.g., card readers, cameras, motion detectors) | 100 |

The JATC ~~Committee~~ will ~~utilize~~ use the information provided on the apprentice’s monthly work reports, ~~or equivalent records~~, to document and certify that the apprentice has completed the necessary OJT hours necessary to qualify for the appropriate core competency evaluation or assessment.

B. The JATC shall require each apprentice to submit a work report on a monthly basis. Such reports shall be maintained by the JATC as part of its official file for each apprentice. ~~Further, the JATC shall use the reports and other evaluations and records the JATC may use to provide an accumulative OJT record of experience in the various work processes for each apprentice. OJT reports similar to the sample shown in Appendix E and referenced in Section XIX of these Standards shall be used for reporting purposes.~~

C. All OJT work (~~OJT~~) shall be performed under the supervision of a ~~Journeyworker Wireman~~ **Qualified Electrical Worker**. Supervision will not be of such nature as to prevent the development of responsibility and initiative. Work may be laid out by an Employer’s designated supervisor based on the apprentice’s skills and ability to perform the job tasks, after which the apprentice shall be permitted to perform job tasks in order to develop job skills and industry competencies.

- D. Apprentices with a minimum of 6,500 hours of OJT, who have successfully completed the Fourth Year of related instruction, may be permitted to perform electrical construction work without the direct supervision of a ~~Journeyworker Wireman~~ Qualified Electrical Worker as follows: while the apprentice's supervising ~~Journeyworker Wireman~~ Qualified Electrical Worker must be present on the job site, and the apprentice should not be the first worker assigned to the job, such apprentice may be assigned to independently perform job tasks at the job site consistent with the apprentice's skills, knowledge and ability to perform the work as determined by the Employer.

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SECTION XVII — 17. Number of Apprentices: The Ratio

The section was reorganized and replaced.

The numeric ratio of apprentices to QEWs, consistent with proper supervision, training, safety, and continuity of employment, shall be as specified in CBAs applicable to these Standards and must be expressed numerically. The ratio for the Electrical Joint Apprenticeship and Training Committee of Southern Nevada as per the CBA is two (2) apprentices to three (3) QEWs.

SECTION XVIII — 18. Temporary Training Opportunities

Apprentices may be permitted to receive OJT and related training on a temporary basis with another IBEW/NECA JATC, provided that the apprentice, ~~two~~ both of the JATCs, and their respective ~~parent organizations~~ Local Unions and Local Chapters and the apprentice agree on such assignment. Before apprentices are given a temporary OJT assignment, they must supply the host JATC with an official copy of their apprenticeship agreement, clearly indicating that it has been properly registered with the applicable Registration Agency. Apprentices shall remain subject to reassignment by the JATC with whom they are registered. Failure to immediately comply with such instruction to return to the JATC with whom they are registered may result in ~~termination~~ the cancellation of the apprentice's apprenticeship agreement; in which case, the apprentice would no longer be employable under the CBA in any jurisdiction.

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SECTION XIX — 19. Advancement of Apprentices

- A. Every ~~four~~ two months during the first year of apprenticeship, and at least yearly thereafter, the JATC shall examine the progress of the apprentice on the job and in related instruction, based on apprenticeship evaluation completed by an Employer and other available information. ~~A performance evaluation form similar to that provided in Appendix F of these Standards shall be used.~~ The JATC will also receive a monthly OJT training report from ~~the~~ each Employer showing the experience and training in the various work processes acquired by the apprentice and evaluating the apprentice. ~~See Appendix E for sample form.~~

SECTION XX — Local JATC Rules and Policies

- ~~A. The apprentice is subject to the written Rules and Policies of the JATC as presently in existence, or as may be adopted or modified from time to time. The JATC will provide the Registration Agency with a copy of the written Rules and Policies and any modifications thereto.~~

~~B. The apprentice will be provided with a copy of the written Rules and Policies and will sign an acknowledgment receipt of same (see Appendix D). This procedure will be followed whenever revision or modifications are made to the Rules and Policies.~~

~~SECTION XXI – 20. Adjustment of Differences: Cancellation or Resignation of Apprentice Agreement~~

The section was reorganized and replaced.

- A. An Apprenticeship Agreement may be canceled at the request of the apprentice at any time.
- B. An Apprenticeship Agreement may be suspended for a specified period of time, canceled or terminated by the JATC for good cause, with due notice to the apprentice and, in appropriate circumstances, a reasonable opportunity for corrective action. Written notice shall be provided to the apprentice and to the Registration Agency (if required).
- C. Individuals who have been suspended or terminated from apprenticeship shall not be assigned by the JATC in any capacity. ~~Furthermore, they~~ Suspended or terminated apprentices are not eligible to participate in any related training activities and, as per the CBA, they are not eligible for any job assignments under the CBA unless the JATC has determined that the individual is eligible for a change to another classification recognized in the CBA.
- D. When an apprentice's ~~registration (Apprenticeship Agreement)~~ is terminated before satisfactory completion of their apprenticeship, the resulting vacancy ~~shall~~ may be filled by selecting and registering the next individual from the current eligibility list; provided all registered apprentices who are available for OJT assignments are so assigned. In the event that related instructional training classes are not available in the immediate future, the individual(s) registered shall begin informational/awareness classes just as soon as possible. These courses may include topics such as: Industry Awareness, Communications, Productivity, Marketing, CPR, Tech Math, Safety Awareness and General Orientation

21. Complaint Procedures

The section is new and included some language from SECTION XXI – Adjustment of Differences: Cancellation or Resignation of Apprentice Agreement

- A. The JATC shall have full authority and responsibility to review and shall seek to resolve all issues and/or disputes pertaining to all apprenticeship and training matters. The ~~local~~ JATC shall hear and consider all complaints of violations concerning the Apprenticeship Agreement and the Standards. ~~The local JATC, and~~ shall make such rulings, as it deems necessary ~~in each individual case and appropriate in its discretion~~. Apprentices ~~shall~~ have the right to request an appearance before the JATC concerning specific issues or matters dealing with their apprenticeship agreement. Such requests must be in writing. ~~The JATC shall adopt a formal Complaint Procedure as part of its Rules and Policies. Apprentices and applicants have no right to representation by an attorney or others during JATC investigations and meetings, unless otherwise provided in the Rules and Policies.~~
- B. Any apprentice or applicant for apprenticeship who believes they have been ~~subject to discrimination against on the basis of race color religion, national origin or sex with regard to apprenticeship,~~ in violation of the EEO/AA Plan or federal, state, or local law has the right to file an internal complaint with the JATC and rights to file external complaints with ~~may contact directly the Federal, State or local Equal Employment Opportunity Commission, and/or~~ the U.S. Department of Labor, EEOC and/or, ~~Office of Apprenticeship or their local~~

~~Registration Agency~~ applicable state or local agencies. See EEO/AA Plan.

- C. All applicants and apprentices have the right to file complaints regarding any issue with the Registration Agency. Applicants and apprentices will be provided with a copy of the Notice of Rights. See EEO/AA Plan.
- D. All apprentices have the right to seek resolution through the applicable Grievance and Arbitration Articles of the CBA for issues ~~regarding arising on the job:~~ wages, hours, working conditions, and other issues covered by the CBA, ~~apprentices may seek resolution through the applicable Grievance and Arbitration Articles of the CBA after first bringing documented evidence to the JATC.~~ Apprentices should first provide notice to the JATC.
- E. Local Union receiving a grievance from or about an apprentice shall notify and involve the JATC, which has the primary responsibility for apprentices under Article V of the Standard Inside Agreement.

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~~SECTION XXII – 22. Certification of Completion~~

- A. **Traditional (Time-Based) Program** - Upon satisfactory completion of the ~~NJATC's electrical training ALLIANCE's~~ Five-Year course of study, accumulation of a minimum of 8,000 hours of OJT, and acquisition of the ~~Clark County Journeyman Licensing as required above~~ appropriate jurisdictional QEW Electrical License, the JATC will certify to the sponsoring parties, to the ~~NJATC electrical training ALLIANCE~~ and to the Registration Agency that the apprentice has satisfied the requirements of his or her apprenticeship agreement ~~in order to be re-classified as a Journeyworker Wireman.~~
- B. **Hybrid Apprenticeship Program** - Upon satisfactory completion of the Related Instruction written assessments and successful demonstration of the hands-on and proficiency requirements for a minimum of eight (8) core competencies, an accumulation of a minimum of 8,000 hours of OJT, and acquisition of the appropriate jurisdictional QEW Electrical License, the JATC will certify to the sponsoring parties, to the electrical training ALLIANCE and to the Registration Agency that the apprentice has satisfied the requirements of his or her apprenticeship agreement in order to be re-classified as a Construction Electrician.
- ~~BC.~~ The JATC will present each graduating apprentice with a Certificate of Completion issued by the ~~NJATC (see Appendix I and J) electrical training ALLIANCE.~~ The JATC shall request a Completion Certificate from the ~~NJATC electrical training ALLIANCE~~ for every individual completing the apprenticeship program. Each Certificate shall be approved and signed by the officers of the JATC. The JATC shall ~~likewise~~ submit a signed request for a Certificate of Completion of Apprenticeship to the Registration Agency and U.S. Department of Labor, the Office of Apprenticeship.
- ~~CD.~~ The JATC will notify the IBEW Local Union of the date of each satisfactory completion, allowing the Local Union to reclassify the individual as per IBEW By-Laws, rules and policies. The JATC will likewise notify the graduating apprentice's current Employer and the NECA Chapter.

~~SECTION XXIII – Program Registration~~

The section was deleted.

~~SECTION XXIV – Modificaton of thses Standards~~

The section was deleted.

SECTION XXV— 23. Program Deregistration

This program may be deregistered upon the voluntary action of ~~both the sponsor by the sponsor's request~~ Local Union and the Local Chapter through their request to the Registration Agency for cancellation of the registration. The program may also be deregistered for reasonable cause by the Registration Agency, in accordance with its formal deregistration proceedings.

Upon deregistration or voluntary cancellation of the program, the ~~sponsor~~ JATC will inform each apprentice within 15 days of the deregistration or cancellation and the effect of such action. This notification will conform to the requirements of Title 29, Code of Federal Regulations, Part 29.8 and any applicable State or local regulations.

SECTION XXVI— 24 Maintenance of Records

The section was replaced.

The JATC shall maintain records as required by law.

SECTION XXVII— 25 Collective Bargaining Agreement

Nothing in ~~this part~~ these Standards or in any apprenticeship agreement will operate to invalidate:

- A. Any apprenticeship provision in any collective bargaining agreement between employer and employees establishing higher apprenticeship standards; or
- B. Any special provision for veterans, ~~minority persons~~ minorities or women in the standards, apprentice qualifications or operation of the program, or in the apprenticeship agreement, which is not otherwise prohibited by law, Executive Order, or authorized regulation.

26. Conformance with Federal Law and Regulations

No Section of these Standards of Apprenticeship shall be construed as permitting violation of any Federal Law or Regulation.

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Apprenticeship Selection Procedures

It was added to the Standards.

APPENDIX A

APPRENTICESHIP SELECTION PROCEDURES

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PROCEDURES FOR PROCESSING APPLICATIONS AND SELECTING APPRENTICES

The JATC has adopted the following Selection Procedures for its Apprenticeship Program. These procedures shall be uniformly maintained and consistently applied to all ~~parties~~ individuals interested in the Apprenticeship Program.

~~Any amendments to these Selection Procedures shall not be implemented, in any manner, prior to the approval and registration of such amendments—first by the NJATC and then by the Nevada State Apprentice Council (OWINN).~~

~~The terms Journeyworker, Journeyworker Installer Technician and Craftsmanship, as used in these Procedures, are meant to define a recognized level of competency and include both male and female.~~

SECTION 1.1. Application Availability

~~The JATC has selected a procedure for issuing and accepting applications for apprenticeship to all potential applicants on predetermined and published dates and times at a designated location or locations. The frequency of application acceptance will be as indicated~~

A. The JATC accepts applications in the time and manner indicated below.

TEN DAY APPLICATION PERIOD ON AN AS NEEDED BASIS

The JATC will make applications available ten (10) consecutive working days.

~~The JATC will make applications available from: 1:00 p.m. until 4:00 p.m., for ten (10) consecutive working days (minimum of ten [10]), except that the JATC will extend the closing time until 7:00 p.m. on Tuesdays during the application period for the benefit of applicants whose present job prohibits or makes it difficult for them to make application during the normal JATC hours.~~

The JATC will notify the ~~Nevada State Apprenticeship Council (OWINN)~~ Registration Agency and other appropriate parties in writing (as indicated in the JATC's approved ~~Affirmative Action~~ EEO/AA-Plan) of the application period a minimum of thirty (30) days in advance—including the nature of apprenticeship, requirements for admission to apprenticeship, availability of apprenticeship opportunities, sources of apprenticeship applications, and the ~~equal opportunity policy of the sponsor (see Appendix N)~~ JATC's EEO/AA policies. Such notification will identify the

specified intervals for the application period, including: ~~exact location of application site, time, days, month(s) and year(s)~~ when and how applications may be accessed.

~~**INTERVIEW FREQUENCY** The JATC will conduct interviews at the conclusion of the application period.~~

The JATC will conduct interviews within ninety (90) days after the end of the application period.

SECTION II:2. General Rules Concerning Applications and Record Keeping

~~1A.~~ The JATC will use the Application and any related forms approved by the *electrical training ALLIANCEI*.

B. Application forms will be issued and accepted electronically, or in accordance with the procedure adapted by the JATC indicated in Section 1 ~~above~~.

~~2.~~ Application forms will be made available exclusively by the JATC, as indicated in Section I. All such application forms will be serially numbered and accounted for in the Application Record Book (See Appendix T—Sample of Standard Application Record Book), identifying the applicant and the serially numbered application form issued.

~~3C.~~ Anyone expressing an interest in making application with the JATC, ~~and requesting an application,~~ will be provided access to and/or issued an application form during the application period. ~~regardless of any other consideration.~~ The application must be conform so one will be denied a right to apply, even if there is a question about their ability to meet minimum qualifications.

~~NOTE: Even those known not to qualify for interview will be issued an application form. Their application will be processed and the proper documentation and notifications will be maintained and provided according to these procedures.~~

D. The JATC shall provide reasonable accommodations during the application process to individuals with disabilities who request them. The JATC's procedures for requests for accommodation are contained in its Rules and Policies.

~~4.~~ All application forms and all related information and documents pertaining to applicants shall be the property of the sponsor and shall be considered information protected under the Privacy Act.

~~5E.~~ The An Application Record Book will be maintained by the JATC and shall be considered confidential in nature and shall not be disclosed, except to authorized JATC staff and the Nevada State Apprenticeship Council (OWINN) Representatives having authority or responsibility on such matters. The sponsor shall record all information in the Record Book to show the status of each applicant.

~~6F.~~ No member of the JATC, or any employee of the JATC, shall reveal or discuss any information pertaining to any applicant outside except during the applicable meetings of the JATC or to members of the JATC staff involved in the application process.

~~7G.~~ All application forms and all related information and documents will be maintained and retained (for a minimum of five (5) years) by the JATC as per the JATC Standards and industry policies, and shall comply with all applicable regulations having authority concerning such matters (See Appendix O—Application Form and Appendix P—Apprenticeship Application EEOC Supplemental Information Form) pertaining to applicants, including all correspondence sent to applicants by mail or electronically, are the property of the JATC and shall be considered confidential proprietary information Records shall be maintained as required by Registration Agency and by law.

SECTION III: STEP-BY-STEP APPLICATION PROCESS

- ~~1. The applicant will complete an official application request form (See Appendix M).~~
- ~~2. The applicant will be issued the next available, unused, serially numbered application form.~~
- ~~3. The applicant's name and date of application will be entered in the Record Book, along with the serial number of the application form issued.~~
- ~~4. The applicant will be provided with a list of the Basic Qualifications required for one to enter the pool of eligible applicants. A one-page description of basic requirements will be provided to anyone expressing an interest in the apprenticeship program. This information will be posted where application forms are issued (See Appendix Q).~~
- ~~5. A copy of the registered apprenticeship Standards, the Affirmative Action Plan, the Selection Procedures and the JATC's Rules and Regulations, including Statement of Policy, will be available for all applicants to read. The applicant's attention will be called to the work processes stipulated in the Standards. Applicants shall be made aware of the apprentice's obligations and requirements to participate in, and complete, related classroom instructions.~~
- ~~6. Each applicant will be provided with specific information pertaining to the apprenticeship program, noting the geographical area of the jurisdiction, the periods of apprenticeship and the wages provided for each period (See Appendix R).~~
- ~~7. The JATC will provide each applicant with a list of things they must do, and items they must provide, in order to qualify for an oral interview with the JATC. This document will also inform the applicant of any aptitude test they may be required to complete to qualify for the oral interview. Furthermore, this document will inform the applicant that qualified applicants are interviewed in the order in which they complete their application by providing all required documents and transcripts (See Appendix S).~~
- ~~8. Applicants will be informed that they have thirty (30) days to provide all transcripts and any other documentation, required by the JATC, to qualify for an interview (See Appendix S).~~
- ~~9. Application forms are NOT allowed to be removed from the JATC office. All application forms will to be accounted for.~~
- ~~10. Upon completion of the application form, the JATC will properly record all information in the Record Book and properly file the application form.~~
- ~~11. As applicant information is received, the JATC will record dates and other pertinent information in the Record Book.~~
- ~~12. When all information and documentation is complete, the date will be recorded in the Record Book in the completion column. This date indicates the day the last piece of information or documentation was received.~~
- ~~13. If the individual fails to provide all required documentation by the cutoff (See Appendix S), the column indicating "APPLICATION NOT COMPLETED" will be checked (See Appendix T).~~
- ~~14. The JATC will schedule all qualified applicants for any properly validated aptitude test required by the JATC and approved by the NJATC and the Nevada State Apprentice Council (OWINN). The applicant will be notified in writing as to the time, place and date they are to complete the aptitude test (See Appendix S).~~
- ~~15. The applicant's aptitude test results will be entered in the Record Book.~~

~~16. After all transcripts, materials and aptitude test results (if applicable) are received, the JATC will review the documents to determine if the applicant qualifies for an oral interview based on the qualifications outlined in the Standards of Apprenticeship. If the applicant does not qualify for an interview with the JATC, the applicant will be so notified using a standard letter (See Appendix U). The column in the Record Book marked "NOT QUALIFIED FOR APPRENTICESHIP" will be checked and the date the letter was sent recorded.~~

~~17. The JATC will interview all applicants who qualify for an oral interview and report for said interview as scheduled (See Appendix V). The JATC will schedule oral interviews as indicated in Section I, in order to maintain an adequate list of qualified applicants available for potential ranking and selection to meet industry needs.~~

~~18. Copies of all correspondence sent to applicants shall be retained by the JATC, properly filed and maintained for a period of five (5) years.~~

3. Qualifications for Applicants

The various methods under which an applicant may qualify for entry into the ranked pool, Direct Interview or Direct Entry are detailed in the Standards. These must be summarized in the Notice of Apprenticeship Opportunity.

4. Application Process

A. Application

- 1) A written description of the basic requirements shall be included in the Notice of Apprenticeship Opportunity, must be posted electronically and must be available at the JATC office.
- 2) The JATC shall collect and maintain information on individuals requesting access to applications. The JATC may establish procedures to follow-up with those expressing interest as part of its recruitment efforts.
- 3) The applicant will be provided electronic access to an Application and the voluntary self-identification forms. Applicants must submit the Application; resumes or similar documents will not be accepted in lieu of the Application.
- 4) As each Application is received, JATC shall ensure that it receives a unique serial number for that applicant. The applicant's name, date of the application and serial number of the application will then be included in the Application Record.

B. Information to be Provided to and Received from Applicants

- 1) The following information must be provided to each applicant either on-line or within a reasonable time of not more than ten (10) days after the Application is received. If permitted by the Registration Agency, this information may be provided in paper or electronic formats, and transmitted to applicants in person, mail, by electronic means and/or by a link to the JATC's website or other on-line site.
 - a. A list of the Basic Qualifications required to enter the pool of eligible applicants.
 - b. A copy of the Standards (including the EEO/AA Plan and Selection Procedures), and the JATC's Rules and Policies.
 - c. Specific information pertaining to the apprenticeship program, noting the geographical area of the jurisdiction, the periods of apprenticeship and the wages provided for each period. The applicant's attention will also be called to the work processes in the Standards and the apprentice's obligations

and requirements to participate in, and complete, related instruction. The JATC may, but is not required to, highlight any other key requirements from the JATC's Rules and Policies.

- d. A list of things the applicant must do, and items they must provide, in order to qualify for an oral interview with the JATC. This document will inform the applicant if they are required to take the Aptitude Test to qualify for the oral interview, and that qualified applicants are interviewed in the order in which they complete their application by providing all required documents and transcripts.
- e. A list of information they may have to provide as part of the application process, and post-selection requirements that they will have to meet if they are selected from the list or through Direct Entry and are given a conditional offer of indenture, as provided in the Standards. This information will be available for review when getting access to an application, and again when invited to the oral interview

- 2) Applicants will be informed that they have thirty (30) days to provide all transcripts, and any other documentation required by the JATC, to qualify for an interview.
- 3) Applicants will be informed of optional information that they are permitted to provide, and information that the JATC will or may obtain and use. This list will be available for review when getting access to an application, and again when invited to the oral interview.
- 4) If the applicant indicates on the application a prior felony conviction, the JATC may choose to request that additional information be provided prior to the oral interview, or may choose to wait until after a conditional offer is made.

C. Processing Applications.

- 1) As applicant information is received, the JATC will record dates and other pertinent information in the Application Record. When all information and documentation is complete, the date of receipt of the last required information will be recorded in the Application Record in the completion column.
- 2) If an applicant fails to provide all required documentation by the cut-off date, the column indicating "Application Not Completed" will be checked in the Application Record.

5. Testing and Interview Process

A. Aptitude Test

- 1) The JATC will schedule all qualified applicants (other than those entitled to Direct Interview or Direct Entry) for the properly validated aptitude test required by the JATC and approved by the *electrical training ALLIANCE*. The applicant will be notified in writing as to the time, place, and date they are to complete the aptitude test. The applicant's aptitude test results will be entered in the Application Record. Aptitude Test scores will not be shared with the interview committee.

SECTION IV: PROCEDURES FOR INTERVIEWS

- ~~1. All applicants meeting the qualifications for interview will be listed in the order in which they are to be interviewed. The order of interviews will be determined by the date the application process was completed, not by the date the application form was issued. The first applicant to complete his or her application, will be interviewed first. Where several applicants completed their applications on the same date, they will be interviewed in the order in which the application forms were issued (the applicant with the lowest application number will be interviewed first).~~

- ~~2. The list of applicants to be interviewed may be broken into smaller groups if more than one interview session is to be scheduled.~~
- ~~3. Interview sessions will be scheduled to allow for the interviewing of all applicants who qualify for an oral interview before selection.~~
- ~~4. Applicants will be notified to appear for interview, using a standard letter (See Appendix V). A reply will be required by a specific date. Such notification will specify the Date, Time and Location for the oral interview.~~
- ~~5. Prior to the interview, the APPLICANT EDUCATION & TRAINING SUMMARY SHEET (See Appendix W) will be filled out and a copy made for each interviewer. Copies of the Application Form may be made as well, and provided to each interviewer.~~
- ~~6. To conduct an ORAL INTERVIEW, each interviewer is to be provided with an INTERVIEW RATING FORM and a copy of the EDUCATION & TRAINING SUMMARY SHEET. A copy of the applicant's completed APPLICATION FORM may also be provided. At the top of the Rating Form, the interviewer will fill in the Applicant's NAME, APPLICATION NUMBER and SOCIAL SECURITY NUMBER (if it hasn't already been entered). The interviewer will then enter the DATE, the JATC PROGRAM NUMBER and his or her NAME. Interviewers will be given sufficient time to look over the Education & Training Summary Sheet and Application Form. The applicant will then be introduced to the JATC interviewers and the interview will commence.~~
- ~~7. The applicant will be called before the JATC and put at ease by introduction and brief general conversation. Interviewers will be sensitive to the fact that this is an important step for the applicant, they may very well be under some minor stress and/or nervous tension. Therefore, it is imperative that proper interviewing techniques and decorum be employed at all times (See Appendix DD).~~
- ~~8. JATC members will ask questions of the applicant with the purpose in mind of determining as much as possible about them, and their capacity to become an apprentice and eventually a Journeyworker. The applicant will be interviewed and evaluated with due consideration of industry standards and needs. Applicants will not be judged against, or compared to, other applicants. They will to be rated based on the standards and needs of the industry. The Interview Rating Form will provide a summary of the questions asked of the applicant and responses to said questions. On the rating form, each interviewer will indicate (by circling) the questions that were asked of an applicant and how they rated the applicant in each area.~~
- ~~9. Before being excused from the interview, the applicants will be told that they will be notified by letter of the JATC's decision.~~
- ~~10. When the interview is over and the applicant has been excused, the interviewers will individually review their Interview Rating Form and award a final overall rating (INTERVIEW SCORE), using the scale provided at the bottom of page 4 on the Rating Form (See Appendix EE). Each interviewer will then SIGN and DATE his or her Rating Form for that applicant.~~
- ~~11. Interview assessments will take into account:
 - ~~A. Education — Algebra I and II, Geometry, Trigonometry, Advanced Math, Physical Sciences, Physics, Chemistry, Industrial Arts, Mechanical Drawing/Drafting, Computer Literacy/Programming, Related Vocational/Technical Courses, etc. Attendance records and grades received will be reviewed along with work history, experience and past performance.~~
 - ~~B. Ability to punctually report for OJT assignments and related instructional classes on a regular and continuous basis.~~~~

~~C. Factors which are brought out during the oral interview, such as:~~

- ~~1. Interest in Apprenticeship~~
- ~~2. Personal Character~~
- ~~3. Cooperativeness~~
- ~~4. Judgment~~
- ~~5. Ability to develop alternative solutions and choose the best alternative to a problem~~
- ~~6. Ability to plan and organize tasks to meet deadlines~~
- ~~7. Ability to maintain good relations with others in a work setting~~
- ~~8. Ability to work smoothly with others as a team to complete a task~~
- ~~9. Ability to be self-motivated, responsible, and dependable without close supervision~~
- ~~10. Ability to remain calm in an emergency situation~~
- ~~11. Ability to understand verbal instructions~~
- ~~12. Ability to communicate orally with others~~

~~D. Rating of individual applicants shall be done against a standard of what the industry needs; not as a comparison to the other applicants.~~

~~12. ALL Interview Rating Forms, Summary Sheets and Application copies are to be immediately collected at the end of the interview. The names of the interviewers and their individual scores will be recorded on the Committee Summary Sheet that is printed on the Jacket Folder (See Appendix DD). The individual scores will then be combined and a final INTERVIEW SCORE will be computed and recorded on the Committee Summary Sheet and in the Official Apprentice Application Record Book.~~

~~13. The original Application Form, Education & Training Summary Sheet and ALL Interview Rating Forms shall be placed in the Applicant's folder—becoming a part of the JATC's official record. Copies of the Education & Training Summary Sheet and the Application Form used during the oral interview shall be destroyed. Confidential information shall NOT be disclosed.~~

~~14. Upon completion of all scheduled interview sessions, all interviewed applicants will be notified that they shall remain on the active list, subject to selection, for a period of two (2) years from the date of their oral interview (See Appendix X). Said notification shall indicate that on the second anniversary date, eligibility shall expire.~~

~~15. If after a minimum of three hundred sixty-five (365) days from the date of their most recent interview with the JATC, an applicant has gained at least 1,000 hours of documented work experience in the electrical construction industry, or has successfully completed two (2) or more post-secondary, trade related classes (See Section IV, Paragraph 11 A.), they receive a second interview by the JATC. The applicant must submit a request for a second interview by the JATC (See Appendix BB). The JATC will consider the request and determine whether or not, a second interview is justified. If such a request is made, the individual will complete the Re-Interview Request Form. The JATC will respond to the request using the Second Interview Response Form (See Appendix CC). This provision shall be equitably applied to ALL applicants.~~

~~16. The JATC will place all individuals on the active list in ranked order. The ranked list will identify each individual's:~~

~~rank, name, application number, date of interview, score to two decimal places and eligibility expiration date. A current copy of the complete ranked list will be filed with the Nevada State Apprentice Council (OWINN) prior to selection and registration of any individual entering the apprenticeship program through the selection process (See Appendix Y).~~

~~17. When new interviews are scheduled and completed, the JATC will add the newly interviewed applicants to its existing ranked list of applicants. Whenever a new ranking list is created, a copy will be provided to the Nevada State Apprentice Council (OWINN). All lists will be maintained by the JATC for a minimum of five (5) years.~~

B. Scheduling for Interviews

- 1) After all transcripts, materials and aptitude test results (if applicable) are received, the JATC will review the documents to determine if the applicant qualifies for an oral interview based on the qualifications outlined in the Standards. If the applicant does not qualify for an interview with the JATC, the applicant will be so notified. The Application Record will note that the applicant was “Not Qualified for Apprenticeship” and the date the letter was sent.
- 2) The JATC will schedule oral interviews as indicated in Section 1. The JATC will interview all applicants who qualify for an oral interview and report for the interview as scheduled. They will interviewed in order based upon the date and time their application process was complete.
- 3) The list of applicants to be interviewed may be broken into smaller groups if more than one interview session is to be scheduled. Interview sessions will be scheduled to allow for the interviewing of all applicants who qualify for an oral interview.

6. Disqualification.

- A. Prior to, during or after the interview, and prior to registration, the JATC may learn of information that may disqualify the applicant or render them unable to meet the requirements of the program. The JATC or its designee shall discuss those issues with the applicant, provide the applicant with an opportunity to explain and, where appropriate, obtain relevant documentation. If the applicant does not voluntarily withdraw his or her application, the applicant may be referred to the JATC for a decision on whether the applicant should be disqualified and not placed on the active list, or should be removed from the list.

7. Re-Interview Process.

- A. If after a minimum of ninety (90) days from the date of their most recent interview with the JATC, an applicant has gained at least 450 hours of documented work experience in the electrical construction industry, or has successfully completed two (2) or more post-secondary, industry related classes, the applicant is eligible to make a request to be re-interviewed by the JATC by completing the JATC’s Re-Interview Request Form. Examples of related classes include: Algebra I and II, Geometry, Trigonometry, Advanced Math, Physical Sciences, Physics, Chemistry, Industrial Arts, Mechanical Drawing/Drafting, Computer Literacy/Programming, Related Vocational/Technical Courses.
- B. The JATC is not obligated to grant a re-interview to an applicant where the factors on which the score was based would not be affected by additional experience or education. The JATC will respond to the request in a timely manner.

SECTION V: SELECTION OF APPRENTICES

8. Ranking and Selection

- A. The JATC will place all individuals currently active on the list in ranked order. The ranked list will identify each individual's: rank, name, application number, date of interview, score to two decimal places, and eligibility expiration date. A current copy of the complete ranked list will be filed with the Registration Agency prior to selection and registration of any individual entering the apprenticeship program through the standard selection process.
- B. When new interviews are scheduled and completed, the JATC will add the newly interviewed applicants to its existing ranked list of applicants. Whenever a new ranking list is created, a copy will be provided to the Registration Agency.
- ~~1C.~~ The number of new apprentices to be selected, at any time, will be determined by the JATC, based on industry needs and the JATC's ability to provide training.
- ~~2D.~~ Selection of individuals from the list of interviewed applicants will not be done until all pre-scheduled interview sessions are completed. The ~~Nevada State Apprentice Council (OWINN)~~ Registration Agency shall be promptly notified ~~within ten (10) days~~ of all individuals entering the apprenticeship program through ~~the approved organizing procedures, or via the approved transfer of apprenticeship procedure~~ any means of entry.
- ~~3E.~~ The actual selection of individuals will be made by using the current ranked list, starting with the top score and continuing on, in descending order, until the desired number of accepted applicants has been reached. ~~excluding~~ The only individuals who may be registered ahead of those on the current ranked list are those entering through the approved direct entry, including transfer and organizing procedures. ~~(See Apprenticeship Standards, Section VIII for direct entry, transfer and organizing. For organizing, also see Appendix Z of these Selection Procedures.)~~ Selection from the current ranked list must be the highest on the list; the JATC cannot skip over individuals.
- ~~4F.~~ All selected applicants will be notified of the JATC's offer of apprenticeship. ~~Applicants selected will be advised in writing (See Appendix AA).~~ The offer will be conditioned on completion of any required post-selection steps set out in the Standards, and will note which conditions apply.
- G. Once applicants are interviewed and placed on the ranked list, they shall remain active and subject to selection, for a period of one (1) calendar year from the date of interview, unless they decline an offer, request to be removed from the list, fail to meet post-selection requirements, or they are approved for a re-interview.
- H. Applicants will be deemed to have requested to be removed from the ranked list and/or declined an offer if they (i) fail to notify the JATC of changes in contact information; or (ii) fail to promptly respond to communication from the JATC, including offers.
- I. All selected applicants (including direct entry) must provide any remaining documentation required to complete their application process and satisfy all post-selection requirements in the Standards.

SECTION VI: ~~APPRENTICE APPLICANT APPEALS PROCEDURE~~

- ~~1. An Appeals Committee is hereby established composed of one member appointed by Labor, one member appointed by Management and a Public member jointly appointed by both Labor and Management. Each sponsoring organization shall appoint its own representative on the Appeals Committee in such a manner as it desires, except that no member of The JATC, or officer of either sponsoring party, shall serve on the Appeals Committee.~~

- ~~2. Where an Appeals Committee exists under an established referral procedure and it is of the type outlined above, it will be used for this purpose.~~
- ~~3. Management and Labor shall mutually agree to, and select, the Public member of this committee.~~
- ~~4. The authority of the Appeals Committee shall be limited to the rendering of decisions on cases involving UNJUST TREATMENT of applicants for the apprenticeship program with regards to selection. This Appeals Committee shall have no other involvement whatsoever with the JATC. This Appeals Committee shall not determine basic qualifications for apprenticeship or selection procedures.~~
- ~~5. Any appeal must be filed in writing within thirty (30) days of the date of notification to the applicant—regarding the JATC’s decision concerning application for apprenticeship. Appeals will be filled directly with the Appeals Committee at its address, as posted in the local union referral hall. This address shall also be posted in the JATC’s office and provided to all applicants.~~
- ~~6. A copy of the appeal shall be filed with the JATC.~~
- ~~7. The JATC shall provide the Nevada State Apprenticeship Council (OWINN) with a copy of the appeal immediately upon receipt.~~
- ~~8. The JATC must file a written answer to the appeal within thirty (30) days of receiving a copy of the appeal. The JATC will provide the Nevada State Apprenticeship Council (OWINN) with a copy of its response to the appeal.~~
- ~~9. The Appeals Committee shall consider the written evidence and shall, on request, grant a hearing.~~
- ~~10. A final decision shall be rendered within thirty (30) days of the date that the JATC filed its response to the appeal, or from the date of the hearing.~~
- ~~11. Decisions of the Appeals Committee shall be final and binding upon the JATC.~~
- ~~12. The letters that appear in Appendices 53 and 73 shall include notification of the right to appeal.~~
- ~~13. The Complaint Procedure that appears in the JATC’s Affirmative Action Plan applies to apprenticeship applicants who feel that they have been discriminated against on the basis of race, color, religion, national origin or sex with regard to apprenticeship, or that equal opportunity standards have not been followed (except applicant must meet the minimum age requirement).~~

9. Applicant Appeals Procedure

Any applicant for apprenticeship who believes that he or she has been subjected to discrimination or other unfair treatment during the selection process on the basis of any protected category may file a complaint of discrimination using the JATC’s internal Complaint Procedure set out in the JATC’s Standards and EEO/AA Plan.

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Equal Employment Opportunity Policy and Affirmative Action Plan (EEO/AAP)

It was added to the Standards.

The Equal Employment Opportunity Policy and Affirmative Action Plan (EEO/AA Plan) completely replaced the Affirmative Action Plan.

APPENDIX B
EQUAL EMPLOYMENT OPPORTUNITY
POLICY
And
AFFIRMATIVE ACTION PLAN

The Electrical JATC of Southern Nevada has included the following documents:

5910 Form
Standards of Apprenticeship NSAC Check List
Wireman Registered Standards with Selection Procedures and EEO/AA Plan Exhibits

If you have any questions please feel free to contact me.

Sincerely,



Madison Burnett
Training Director
MB:dw
OPEIU #537 / afl-cio, clc

Enclosures