

Department of Labor & Industries
Apprenticeship Section
PO Box 44530
Olympia WA 98504-4530



REQUEST FOR REVISION OF STANDARDS

E.A.
L&I apprenticeship coordinator

TO: Washington State Apprenticeship & Training Council

From: Construction Industry Training Council of WA - Painter-Decorator - 0628
(NAME OF PROGRAM STANDARDS)

Please see attached.

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10-3-16 KR

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10-6-16 EA

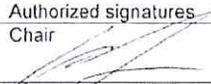
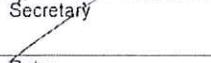
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Department of Labor &
Industries

MAY 19 2016

Region 2 Apprenticeship
TUKWILA

Authorized signatures Chair 	Approved by: Washington State Apprenticeship & Training Council
Secretary 	Secretary of WSATC:
Date: May 19, 2016	Date:

attach additional sheets if necessary

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CONSTRUCTION INDUSTRY TRAINING COUNCIL OF WASHINGTON

I. GEOGRAPHIC AREA COVERED:

Remove and insert the following:

The area covered by these Standards shall be all Counties in the State of Washington and Idaho.

Applicants and apprentices please note that while the State of Washington has no responsibility or authority in the State of Idaho, CITC's Painter Decorator Committee will apply the same standards and guidelines to apprentices registered in the program while working in the State of Idaho.

For the purposes of these standards, Region I (Western Washington), Region II (Eastern Washington), Region III (Southwestern Washington), and Region IV (Central Washington) contain the following counties: Region I: San Juan, Island, Kitsap, Whatcom, Skagit, Snohomish, King, Pierce, Lewis, Pacific, Thurston, Grays Harbor, Mason, Jefferson, and Clallam. Region II: Ferry, Stevens, Pend Oreille, Lincoln, Spokane, Adams, Whitman, Franklin, Walla Walla, Columbia, Garfield, and Asotin. Region III: Wahkiakum, Cowlitz, Skamania, Clark, and Klickitat Region IV: Okanogan, Chelan, Douglas, Kittitas, Grant, Yakima, and Benton.

III. CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:

Replace, update, and the following sections as shown below:

A. Selection Procedures:

1. Applications are accepted at the Construction Industry Training Council's training facility, 1930 - 116th Avenue, NE, Suite 201, Bellevue, every Thursday between 9:00 a.m. and 12:00 p.m. year around, except for holidays.

2. The applicant will sign a "Record of Apprentice Applicants", which acts as a logbook, and then the applicant will be given an "Application for Apprenticeship." The application must be completed on site. In this logbook each line will carry a number corresponding to the serial number of an application. Columns will be provided to show progress, by dates, and final disposition.

3. For applicants residing in Regions II, III, and IV: Applications can be obtained by calling (425) 454-2482. All applications submitted must have original signature of the applicant. Applications must be hand delivered or delivered via US Post or other courier within 14 days of the applicant's request for application. The application must be sent to: CITC, 1930 116th Ave NE, Bellevue, WA 98004. Faxed or e-mailed applications will not be accepted. Applications are accepted year round unless otherwise determined by the Committee.

4213. Applicants shall be referred to employment with a Training Agent based on the following criteria: (1) overall ranking based on highest score; and (2) response to the referral contact within 24 hours of initial referral. Any applicant who is notified of an employment referral and does not respond to the Committee within 24 hours may be dropped to the bottom of the Ranked Eligibility Pool

Add the following:

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Repaginate numbers:

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14. If the applicant does not respond to the CITC apprenticeship office within 10 days, the applicant will be removed from the Ranked Eligibility Pool and will need to reapply to the program.

15. It is the applicant's responsibility to keep his or her current address and contact information on file with the Committee.

Existing #13 now becomes #16:

VII. APPRENTICE WAGES AND WAGE PROGRESSION:

Add the following after boiler plate language:

During their apprenticeship, apprentices will be paid a progressively increasing schedule of wages.

For the purpose of federal work where the wage and fringe benefits are separated, apprentices shall be paid a progressively increasing schedule of wages and fringes per their progression period. For apprentices working in Idaho, wage rates would be based upon the CITC prevailing rate of the closest region, federal prevailed rate or TERO prevailed rate; whichever is highest.

Replace wage progression percentages as follows:

Step	Number of hours/months	Percentage of journey-level rate
1	0000 - 1000 hours	<u>45 65%</u>
2	1001 - 2000 hours	<u>55 70%</u>
3	2001 - 3000 hours	<u>60 75%</u>
4	3001 - 4000 hours	<u>70 80%</u>
5	4001 - 5000 hours	<u>80 85%</u>
6	5001 - 6000 hours	<u>90 95%</u>

IX. RELATED/SUPPLEMENTAL INSTRUCTION:

Add the following clarification:

- (X) Approved training seminars (specify)
 - **OSHA 10**
 - **CPR/First Aid**
 - **Various safety courses as approved by the committee**

- (X) A combination of home study and approved correspondence courses (specify) **Would include but are limited to:**
 - **National Center for Construction Education and Research (Contren Connect)**
 - **Courses approved by the Committee**

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Add the following after "Safety instruction is included in every quarter's curriculum of this craft.":

Painter-Decorator apprentices will be provided with a minimum of 160 hours of RSI per year, up to a total of 480 hours of RSI over the course of their apprenticeship.

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X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

Update the following sections and repaginate as needed:

- A. General Procedures

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1. Administrative Procedures:

- b. The ~~Director of Apprenticeship~~ CITC Apprenticeship Program Manager oversees the day-to-day operations of the program under the auspices of the Apprenticeship Committee.

- f. An apprentice who has been issued a refuse to rehire notice will be interviewed by the CITC Apprenticeship Coordinator ~~Program Manager~~, who will review the circumstances and outline corrective steps leading to successful employment. A second refusal to rehire on the same apprentice will result in a committee citation where the apprentice could be dropped from the program.

Remove the following sections and repaginate:

- h. ~~Any applicant who is notified of an employment referral and does not respond to the Committee within 24 hours may be dropped to the bottom of the Ranked Eligibility Pool.~~

- i. ~~If the applicant does not respond to the CITC apprenticeship office within 10 days, the applicant will be removed from the Ranked Eligibility Pool and will need to reapply to the program.~~

Replace and add the following:

- m. ~~The All~~ apprentices will report to the main Apprenticeship Coordinator's office in Bellevue within 24 hours after lay-off or termination. If the apprentice is terminated on Friday, ~~they~~ he/she will report by 9 a.m. on the following Monday. If transportation to the Bellevue office is a hardship, the apprentice may request a "Request for Dispatch" form to be received by fax, e-mail or U.S. Post. This request must be made within 24 hours of termination. If the apprentice is terminated on Friday, the apprentice will contact the main apprenticeship office in Bellevue by 9:00 a.m. on the following Monday to request the form. The form must be properly filled out and received by the apprenticeship office in Bellevue prior to the apprentice being placed on the list to be dispatched. The "Request for Dispatch" form may be returned to the main apprenticeship office in Bellevue by fax, e-mail or U.S. Post.

Update the following paragraph as shown below:

- us. Apprentices may make a complaint to the Apprenticeship Committee for issues pertaining to either related instruction or on-the-job training. The apprentice must submit the complaint in writing to the ~~Director of CITC Apprenticeship Department~~ located at 1930 116th Avenue NE, Bellevue WA 98004 no later than 10 days prior to the Apprenticeship Committee meeting. The complaint [must be submitted in writing within 60 days of the occurrence]. The apprentice shall have the right to appear in person before the Committee. The apprentice shall be notified of the decision of the Apprenticeship Committee in writing. ~~All decisions of the Apprenticeship Committee shall be final.~~

[bracket] verbiage is to be underlined only—no new language is being added:

2. Disciplinary Procedures:

Update the following sections as shown below:

- i. It shall be the apprentice's responsibility to maintain a progress record of work experience performed in accordance with the appropriate classification schedule. Such records shall be forwarded by the apprentice to the ~~Director or of CITC~~ Apprenticeship Department at the Construction Industry Training Council on-by the 20th day of each

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month after they have been signed by the employer or appropriate representative of the employer. The above records shall contain the apprentice's (a) name, (b) classification, (c) employer, (d) months and year of report, as well as hours of work performed. The **Director of CITC Apprenticeship Department** shall then forward these records to the Apprenticeship Committee prior to each Committee meeting or upon request of the Committee. The work process classifications in which the apprentice has worked each day shall be recorded in the apprentice's record book. The record book is designed with each month in triplicate for the purpose of providing a copy of on the job training for the employer's record, a copy for the apprentice which stays in the book, and the original which is sent to the CITC Director of Apprenticeship. The books are available at CITC.

- j. Work **experience-reportsLogs** must be turned into the apprenticeship office made out **completely and properly**, on time. Signed Work Logs must be received by the 20th of each month documenting the hours worked for the previous month. Failure to comply will result in notification of no pay progression until records are completed. **[The Committee will not accept hours that are more than 90 days past due].**

[bracket] verbiage is to be underlined only—no new language is being added:

XIII. TRAINING DIRECTOR/COORDINATOR:

Update the following sections as shown below:

Adriana Gamboa, Apprenticeship **CoordinatorProgram Manager**

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