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

REQUEST FOR REVISION OF STANDARDS

MRP
L&I apprenticeship coordinator

TO: Washington State Apprenticeship & Training Council

From: Washington Construction Teamsters Apprenticeship Committee, #231
(NAME OF PROGRAM STANDARDS)

Update Standards to reflect the following changes.
Deletions shall be ~~Struck Through~~
Additions will be underlined.

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INTRODUCTORY STATEMENT
Sponsor Introductory Statement (Optional):

These Standards have been developed by representatives of the Signatory Employers and Teamster Local Unions 38, 174, 231, 252, 313, 589 and 690 affiliated with the International Brotherhood of Teamsters~~, Chauffeurs, Warehousemen and Helpers of America~~, assisted by the Washington State Department of Labor and Industries, Apprenticeship ~~and Training Division~~Section.

II. MINIMUM QUALIFICATIONS:

Other: **Valid driver license with ability to obtain a Class A CDL with all required endorsements required by the Department of Motor Vehicles (at applicant's expense).**
a. Copy of current valid driver's license.
b. Copy of current DMV report.
Applications must be completed and submitted within thirty (30) calendar days after the application is obtained. Failure to meet the thirty (30) day deadline will void the application.

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~~**Valid driver license (DMV Report) with ability to obtain a Class A CDL with all required endorsements required by the Department of Motor Vehicles (at applicant's expense).**~~

Authorized signatures	
(chr.)	Approved by: Washington State Apprenticeship & Training Council
(sec.) Thomas R. George, Director	Secretary of WSATC:
date: 08/30/2016	date:

attach additional sheets if necessary

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

A. Selection Procedures:

1. Applications will be made available to anyone who is interested regardless of any other considerations. All applicants seeking entrance into the apprenticeship program must follow these selection procedures. This pertains to everyone with or without experience related to the trade.

2. Applications will be made available year round at: Teamsters/AGC Training Center, 2410 East St. Helens, Pasco, WA 99301, or such other locations as authorized by the Apprenticeship Committee. Interested applicants must personally obtain and complete applications.

3. At time of application, applicants will be required to indicate the geographical area(s) where they will be willing to work. Selection of apprentices will be based on geographical Areas.

   a. Western Washington Including: Whatcom, Skagit, Island, San Juan, Snohomish, King, Pierce, Thurston, Mason, Kitsap, Jefferson, Clallam, Greys Harbor, Lewis, Cowlitz, Skamania, Wahkiakum, Clark and Pacific counties

   ~~a.~~b. Eastern Washington Including: Adams, Asotin, Benton, Chelan, Columbia, Douglas, Ferry, Franklin, Garfield, Grant, Kittitas, Klickitat, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman, and Yakima and Northern Idaho counties including: Benewah, Bonner, Boundary, Clearwater, Kootenai, Latah, Lewis, Nez Perce, Shoshone, and that part of Idaho County north of the 46th parallel

   c. Either

4. Qualified Applicants will be scheduled for the Teamster Orientation Day. Teamster Orientation Day is pass/fail; a passing score of 55 out of 100 is required.

5. Applicants who pass the Teamster Orientation Day will ~~then~~ be ranked by score and placed on available-for-training list~~,~~ Individuals with equal scores ~~and then~~ will be ranked by date of application. Individuals On the available for training list ~~have the same score, and placed on an available-for-training list and~~ must stay active on this list by checking in monthly. Failure to do so could result in removal of application and/or removal from the "available-for-training" list.

   The applicant must keep the Apprenticeship Committee office advised of a current phone number and address where they can be reached upon short notice. Failure of the applicant to comply will void the application.

   If removed from the list due to the above, the applicant will not be eligible to reapply for 12 months.

6. Applicants will be selected from the "available-for-training" list ~~on a first-in, first-out,~~ based on Geographical area of work selection.

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a. Western Washington
b. Eastern Washington
c. Either

7. Applicants selected by the committee will be required to attend the 240 hours Training/CDL Preparation Course (or show proof of equivalent training) and also be required to obtain a Class A Commercial Drive License with all endorsements required by the Department of Motor Vehicles (at applicants expense) prior to being dispatched to an employer. A current DOT Medical Certificate must be provided prior to training.

8. Applicants being accepted into the program will be required to take and pass a pre-employment urinalyses drug screening test before being registered. Expenses of the drug test will be paid by the JATC.

   Failure to PASS the Drug test or Refusal to take the drug test, WILL RESULT in application being voided and individual will be unable to reapply for a period of 12 months. Applicant will need to submit a NEGATIVE Drug Test to be able to re-apply.

9. EXCEPTIONS:

   a. Applicants of committee approved programs that have an articulation agreement with this JATC may be placed into the program.

   b. (Direct Entry) An employee of a non-signatory employer not qualifying as a Journey-level person when the employer becomes signatory, shall be evaluated by the JATC, using consistent, standard, nondiscriminatory means and registered at the appropriate period of apprenticeship based on the skill and knowledge of the applicant. For such applicants to be considered, they must meet the minimum qualifications.

   c. (Direct Entry) An individual who signs an authorization card during an organizing effort wherein fifty percent (50%) or more of the employees have signed the authorization cards, whether or not the employer becomes signatory, and is an employee of the non-signatory employer and does not qualify as a journey-level worker, shall be evaluated by the JATC, using consistent, standard, nondiscriminatory means, and registered at the appropriate period of apprenticeship based on previous work experience and related training. When registered, individuals entering through this method must be employed by a participating employer. For such applicants to be considered, they must meet the minimum qualifications.

   d. (Direct Entry) Registered Native Americans who have secured work under a TERO Project may receive direct entry into apprenticeship provided:

      (1) The employer is an approved training agent of these Standards.
      (2) The applicant has met the minimum qualifications.

   e. (Direct Entry) Employees of employers who have secured contracts under a project agreement requiring apprenticeship utilization and who do not

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qualify as having journey-level skills, may receive direct entry as an apprentice provided that:

(1) The employer is an approved training agent of these Standards.
(2) The applicant has met the minimum qualifications.

f. (Direct Entry) Transitioning military, military veterans, or participants in the Helmets to Hardhats program may be given direct entry into the apprenticeship program. Preference will be given based on prior experience, related training, and driving record.

B. Equal Employment Opportunity Plan:

1. Participation in annual workshops, if available, designed to familiarize all concerned with the training system and current opportunities.

2. Engage in any other such action as stated above to insure that recruitment, selection, employment, and training of apprentices shall be without discrimination because of race, color, religion, national origin, or sex.

3. Selection from lists of qualified applicants for training, in other than order of ranking, so as to reach women (minority and non-minority) or minorities.

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~~1. Applications will be made available to anyone who is interested regardless of any other considerations. All applicants seeking entrance into the apprenticeship program must follow a certain procedure. This pertains to everyone with or without experience related to the trade.~~

~~2. Applications will be made available year round at: Teamsters Training Center, 2410 East St. Helens, Pasco, WA 99301, or such other locations as authorized by the Apprenticeship Committee. Interested applicants must personally obtain and complete applications. The application must be completed and submitted to the above location within thirty (30) calendar days after the application is obtained. Failure to meet the thirty (30) day deadline will void the application.~~

~~3. Applicants shall submit the following information within thirty (30) days of receiving the application before their application will be considered complete:~~
~~a. Copy of current valid driver's license.~~
~~b. Copy of current DMV report.~~

~~4. Following submission of a complete application along with all documentation showing that the applicant meets the minimum qualifications, the applicant will be required to check in monthly with the apprenticeship office.~~

~~5. Applicants who provide all documentation requested in #3 above will be scheduled for the Teamster Orientation Day. Teamster Orientation Day is pass/fail; a passing score is required.~~

6. Interviews will be held periodically as determined by the Apprenticeship Committee. Applicants will be notified by mail of the date, time, and location of the interview. Interviews will be granted to all who meet the basic requirements and have continued to check in monthly with the apprenticeship office.

7. Those not interviewed because they lack basic requirements or because they did not remain active by checking in monthly, will not be reconsidered until they correct any deficiencies they may have and reapply.

8. Applicants selected by the committee will then be ranked and placed on an available-for-training list and must stay active on this list by checking in monthly. Those interviewed and ranked that have been on the list for one (1) year without being reached will be removed from the list.

9. It shall be the responsibility of the applicant to keep the Apprenticeship Committee office advised of a current phone number and address where they can be reached upon short notice. Failure of the applicant to comply will void the application.

10. Applicants selected by the committee will be required to attend the 240 hours Training/CDL Preparation Course (or show proof of equivalent training) and also be required to obtain a Class A Commercial Drive License with all endorsements required by the Department of Motor Vehicles (at applicants expense) prior to being dispatched to an employer. A current DOT Medical Certificate must be provided prior to training.

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~~e. (Direct Entry) Employees of employers who have secured contracts under a project agreement requiring apprenticeship utilization and who do not qualify as having journey-level skills, may receive direct entry as an apprentice provided that:~~

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~~B. Equal Employment Opportunity Plan:~~

~~1. Participation in annual workshops, if available, designed to familiarize all concerned with the training system and current opportunities.~~

~~2. Grant credit for previous trade experience or trade-related courses for all applicants equally.~~

~~3. Engage in any other such action as stated above to insure that recruitment, selection, employment, and training of apprentices shall be without discrimination because of race, color, religion, national origin, or sex.~~

~~4. Selection from lists of qualified applicants for training, in other than order of ranking, so as to reach women (minority and non-minority) or minorities.~~

V. INITIAL PROBATIONARY PERIOD:

All apprentices employed in accordance with these Standards shall be subject to an initial probationary period of 600 hours of reasonably continuous employment.

IX. RELATED/SUPPLEMENTAL INSTRUCTION:

Additional Information:

In the event an apprentice has completed all of their required RSI (216 hours), but has less than the required OJT, the apprentice will not be required to attend further classes unless directed by the Committee.~~NONE~~

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X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

A. General Procedures

3. 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 to the Apprenticeship Committee after they have been signed by the employer or appropriate representative of the employer. The above records shall contain the apprentice's name, classification, employer, month and year of report, as well as hours of work performed.

Progress records MUST be turned in by the 10th day of the following month.

Each apprentice who is late in turning in his/her work experience report will have the following penalties imposed:

First Offense: **Up to 30 days actual work delay in his/her next advancement.**
***Second Offense*: Up to 60 days actual work delay in his/her work advancement.**
***Third Offense*: Cause for cancellation of registration**

6. Apprentices shall be responsible for contacting and informing the coordinator's office of any termination from ~~the~~ a job.

7. No unemployed apprentice will have the right to turn down a job within the geographical area selected by the Apprentice. Apprentices have to the right to change their Geographical area preference at any time PRIOR to a job issuance.

Apprentices turning down a job within their preferred geographical work area, without first contacting the Coordinator's office, may be dropped to the bottom of the list.

Apprentices who turn down a second job will be seen by the JATC and may receive disciplinary action up to and including cancellation of the apprenticeship agreement.

8. No apprentice will be allowed to quit their job without approval from the Apprenticeship Coordinator. Apprentices who refuse work assignments are subject to disciplinary action up to cancellation of the apprenticeship.

~~No unemployed apprentice will have the right to turn down a job within the geographical area of the Local Unions. Also, no apprentice will be allowed to quit their job without approval from the Apprenticeship Committee. Apprentices who refuse work assignments are subject to disciplinary action.~~

Current "8" becomes new "9"
Current "9" becomes new "10"
Current "10" becomes new "11"

12. The apprentice must properly notify the instructor, coordinator, or an Apprenticeship Committee member of any absence from school classes, stating

the reason for absence. The Apprenticeship Committee at its' discretion, will examine the absence excuse and determine if the excuse is satisfactory.

School classes are 8-10 hours per day

Unexcused absences will be adequate reason for the Apprenticeship Committee to take the following action:

a. Failure to attend one (1) class will result in deduction of one hundred (100) hours.

b. Failure to attend two (2) classes will result in deduction of two hundred (200) hours.

c. Failure to attend three (3) classes will result in suspension from the program and possible cancellation of the agreement by the JATC.

~~11. The apprentice must properly notify the instructor, coordinator, or an Apprenticeship Committee member of any absence from school classes, stating the reason for absence. School classes are 8-10 hours per day. The Apprenticeship Committee at its' discretion, will examine the absence excuse and determine if the excuse is satisfactory. Unexcused absences will be adequate reason for the Apprenticeship Committee to take the following action:~~

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