



**STANDARDS OF APPRENTICESHIP  
adopted by**

**IAM/BOEING JOINT APPRENTICESHIP COMMITTEE**

(sponsor name)

<u>Occupational Objective(s):</u>	<u>SOC#</u>	<u>Term</u>
BLUE STREAK MECHANIC	51-4199.00	7360 HOURS
COMPOSITE MANUFACTURING TECHNICIAN	51-9199.99	7360 HOURS
INDUSTRIAL ELECTRONIC MAINTENANCE TECHNICIAN	49-2094.00	9200 HOURS
JIG & FIXTURE TOOL MAKER	51-4111.00	7360 HOURS
MACHINE TOOL MAINTENANCE MECHANIC	49-9041.00	7360 HOURS
MACHINIST	51-4041.00	7360 HOURS
MAINTENANCE MACHINIST	51-4041.00	7360 HOURS
MANUFACTURING MACHINIST	51-4041.00	7360 HOURS
METAL STRUCTURES TECHNICIAN	51-2092.00	7360 HOURS
MODEL MAKER	51-7031.00	7360 HOURS
NC SKIN MILL OPERATOR	51-4011.00	7360 HOURS
NC SPAR MILL OPERATOR	51-4011.00	7360 HOURS
TOOL & CUTTER GRINDER	51-4194.00	7360 HOURS
TOOL & DIE MAKER	51-4111.00	9200 HOURS
TOOLING INSPECTOR	51-9061.01	7360 HOURS



**APPROVED BY**  
**Washington State Apprenticeship and Training Council**  
**REGISTERED WITH**  
**Apprenticeship Section of Fraud Prevention and Labor Standards Division**  
Washington State Department Labor and Industries  
Post Office Box 44530  
Olympia, Washington 98504-4530

**APPROVAL:**

NOVEMBER 6, 1939  
Initial Approval

APRIL 21, 2016  
Committee Amended

OCTOBER 20, 2016  
Standards Amended (review)

APRIL 17, 2014  
Standards Amended (administrative)

By: LEE NEWGENT  
Chair of Council

By: ELIZABETH SMITH  
Secretary of Council

## **IAM/BOEING JOINT APPRENTICESHIP COMMITTEE**

### INTRODUCTORY STATEMENT

The director of the Department of Labor and Industries appointed the Washington State Apprenticeship and Training Council (WSATC) as the regulatory body responsible for developing, administering, and enforcing apprenticeship program standards (Standards) for the operation and success of apprenticeship and training programs in the State of Washington. Apprenticeship program sponsors function, administer, or relinquish authority only with the consent of the WSATC. Furthermore, only apprentices registered with the supervisor or recognized under the terms and conditions of a reciprocal agreement will be recognized by the WSATC. Parties signatory to these standards of apprenticeship declare their purpose and policy is to establish and sponsor an organized system of registered apprenticeship training and education.

These Standards are in conformity and are to be used in conjunction with the Apprenticeship Rules, chapter 296-05 WAC (Washington Administrative Code); Apprenticeship Act, chapter 49.04 RCW (Revised Code of Washington); The National Apprenticeship Act, 29 U.S.C. (United States Code) 50; Apprenticeship Programs, Title 29 Part 29 CFR (Code of Federal Regulations); and Equal Employment Opportunity in Apprenticeship and Training, Title 29 Part 30 CFR which govern employment and training in apprenticeable occupations. They are part of this apprenticeship agreement and bind all signers to compliance with all provisions of registered apprenticeship. Additional information may need to be maintained by the program sponsor that is supplemental to these apprenticeship standards. This information is for purposes of ensuring compliance with decisions of the WSATC and the apprenticeship laws identified above.

If approved by the council, such amendment/s and such changes as adopted by the council shall be binding to all parties. Program sponsors shall notify apprentices and employer training agents (if applicable) of changes when they are adopted by the council. If and when any part of these Standards becomes illegal, as pertains to federal and/or state law, that part and that part alone will become inoperative and null and void, and the Department of Labor and Industries (Department) may adopt language that will conform to applicable law. The remainder of the Standards will remain in full force and effect.

Sections of these standards identified as bold “insert text” fields are specific to the individual program standards and may be modified by a sponsor submitting a revised standard for approval by the WSATC. All other sections of the standards are boilerplate and may only be modified by the WSATC.

See WAC 296-05-003 for the definitions necessary for use with these Standards.

Sponsor Introductory Statement (Optional) **NONE**

#### **I. GEOGRAPHIC AREA COVERED:**

The sponsor has no authority to conduct training outside of the geographical area covered by these Standards. The sponsor may enter into an agreement [portability agreements –

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see WAC 296-05-303(4)(g)] with other sponsors for the use of apprentices by training agents that are working outside of their approved geographic area. Also, the WSATC may recognize and approve out-of-state apprenticeship programs and standards if certain conditions are met and the out-of-state sponsoring entity requests it (see WAC 296-05-327). Apprenticeship program sponsors will ensure compliance with the provisions of any agreement recognized by the WSATC.

**The area under which these Standards shall apply shall be any installations of the Boeing Company within Snohomish, King and Pierce Counties.**

### **II. MINIMUM QUALIFICATIONS:**

Minimum qualifications must be clearly stated and applied in a nondiscriminatory manner [see WAC 296-05-316(17)].

Age: **At least 18 years.**

Education: **High School Graduate or the equivalent. Proof of successful completion is required.**

Physical: **Able to perform the physical requirements of the apprenticeship. For Industrial Electronic Maintenance Technician apprenticeship only, must also be able to distinguish between primary colors.**

Testing: **All applicants must complete a COMPASS Assessment within the last five (5) years with a minimum score of sixty (60) in the Algebra Placement Domain, a minimum score of sixty-seven (67) in Reading and a minimum score of thirty-two (32) in Writing. The COMPASS may be completed prior to the time of application, but no later than 14 days following a request for document verification.**

Other: **1. US Person status required.**

**2. All applicants shall qualify by Work experience or by Vocational Training as noted below:**

**Work Experience: One year of applicable work experience is required for all apprenticeships, except for Industrial Electronic Maintenance Technician and Tool & Die Maker, which require two years of work experience.**

**A current list of Work Experience or by Vocational Training requirements specific to each apprenticeship trade is available at <http://www.iam-boeing-apprenticeship.com> .**

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- 3. Applicants must never have been enrolled in, or completed an IAM/Boeing Joint Apprenticeship program. Applicants must be considered eligible for hire or rehire at The Boeing Company at the time of application.**

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

Sponsors with five (5) or more apprentices must adopt an Equal Employment Opportunity (EEO) Plan and Selection Procedures (see Part D of chapter 296-05 WAC and 29 CFR Part 30).

The recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of race, sex, color, religion, creed, national origin, age, sexual orientation, marital status, veteran or military status, the presence of a disability or any other characteristic protected by law. The sponsor shall take positive action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required by the rules of the Washington State Apprenticeship and Training Council (chapter 296-05 WAC) and Title 29, Part 30 of the Code of Federal Regulations.

#### **A. Selection Procedures:**

**To determine employment eligibility with the Boeing Company, prior to the submission of an application for an IAM/Boeing Apprenticeship Program, interested persons can go to the Boeing web site:**

**For non-Boeing interested persons <http://www.boeing.com/careers/>**

**Candidates applying for placement in an IAM/Boeing apprenticeship program who meet the Minimum Qualification and are eligible for hire with the Boeing Company will be placed in the eligibility pool for the program applied for. The following procedures and requirements apply to all candidates meeting the minimum qualifications.**

- 1. Application acceptance periods will be held by Boeing Global Staffing when apprenticeship openings are anticipated to become available to establish a candidate pool to select apprentices from.**
- 2. All internal and external candidates, desiring to become an apprentice, will apply for open positions posted through the Boeing Global Staffing on-line requisition system. Applicant minimum qualifications will be clearly stated on the requisitions. Individuals who do not meet the minimum qualifications will be notified.**

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3. Boeing Global Staffing will review applicants and provide a predetermined number of applicants to the Apprenticeship Review Team.
4. Structured interviews will be performed by the Apprenticeship Review Team and candidates will be referred to the Joint Apprenticeship Committee for final selection, pending hire by Boeing Global Staffing.

### B. Equal Employment Opportunity Plan:

1. Deliver presentations designed to familiarize individuals with current apprenticeship opportunities. Encourage minority, non-minority, male, and female employees to meet apprenticeship minimum qualifications.
2. Utilize journey-level Boeing employees to deliver presentations designed to familiarize individuals with current apprenticeship opportunities.
3. Promote the IAM/Boeing Joint Apprenticeship equal opportunity policies when advertising, in program literature, and on apprenticeship websites. The IAM/Boeing Joint Apprenticeship equal opportunity policy states:

*"The recruitment, selection, employment and training of apprentices shall be without discrimination based on race, color, religion, sex, age, or national origin."*

4. Internal Boeing hiring policies and procedures in place for federal compliance for EEO will be used. A diverse selection and interview panel will be used.

### Discrimination Complaints.

Any apprentice or applicant for apprenticeship who believes they have been discriminated against may file a complaint (WAC 296-05-443).

## **IV. TERM OF APPRENTICESHIP:**

The minimum term of apprenticeship must not be less than 2000 hours of reasonably continuous employment in each occupation identified in these Standards. The term of apprenticeship must be stated in hours of employment [WAC 296-05-316(1)].

**The term of apprenticeship will be 7,360 hours of reasonably continuous employment and experience in the principal operations of the trade for the following occupations:**

**Blue Streak Mechanic  
Composite Manufacturing Technician  
Jig & Fixture Tool Maker**

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**Machine Tool Maintenance Mechanic  
Machinist, Maintenance Machinist  
Manufacturing Machinist  
Metal Structures Technician  
Model Maker  
NC Skin Mill Operator  
NC Spar Mill Operator  
Tool & Cutter Grinder  
Tooling Inspector**

**The term of apprenticeship will be 9,200 hours of reasonably continuous employment and experience in the principal operations of the trade for the following occupations:**

**Industrial Electronic Maintenance Technician  
Tool & Die Maker**

### **V. INITIAL PROBATIONARY PERIOD:**

All apprentices are subject to an initial probationary period, stated in hours or months of employment for which they receive full credit toward completion of apprenticeship. Advance credit/standing will not reduce the initial probationary period. The initial probationary period [WAC 296-05-316(22)]:

1. Is the period following the apprentice's registration into the program and during which the apprentice's appeal rights are impaired. The initial probation must not exceed twenty percent (20%) of the term of apprenticeship or one year from date of registration, unless an exemption by the WSATC has been granted for longer probationary periods as specified by Civil Service or law.
2. Is the period that the WSATC or the supervisor of apprenticeship may terminate an apprenticeship agreement at the written request by any affected party. The sponsor or the apprentice of the apprenticeship agreement may terminate the agreement without a hearing or stated cause. An appeal process is available to apprentices who have completed the initial probationary period.

**For the 7,360 hours apprenticeship programs, the 20% probationary period is 1,472 hours. These programs are:**

**Blue Streak Mechanic  
Composite Manufacturing Technician  
Jig & Fixture Tool Maker  
Machine Tool Maintenance Mechanic  
Machinist, Maintenance Machinist  
Manufacturing Machinist**

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### **Metal Structures Technician**

**Model Maker  
NC Skin Mill Operator  
NC Spar Mill Operator  
Tool & Cutter Grinder  
Tooling Inspector**

**For the 9,200 hours apprenticeship programs, the 20% probationary period is 1,840 hours. These programs are:**

**Industrial Electronic Maintenance Technician  
Tool & Die Maker**

#### **A. Evaluation during probation:**

**From the information obtained on the weekly evaluation, the evaluating supervisor will submit, a written monthly report to his or her management. The written monthly report will take into consideration the following factors: mechanical aptitude, attitude, work habits, comprehension, retention, interest, attendance, and the individual's ability to work with other employees. After the written monthly evaluation has been reviewed and approved by the first and second line management, a copy of the evaluation will be forwarded to the IAM/Boeing Apprenticeship Training Office for review by the IAM/Boeing Joint Apprenticeship Committee.**

#### **B. Probationary Work Schedule:**

**During the probationary work schedule, the apprentice's shift assignments may be divided between first and second shift.**

### **VI. RATIO OF APPRENTICES TO JOURNEY LEVEL WORKERS:**

Supervision is the necessary education, assistance, and control provided by a journey-level employee that is on the same job site at least seventy-five percent of each working day, unless otherwise approved by the WSATC. The sponsor will assure that apprentices are under the supervision of competent and qualified journey-level workers on the job who are responsible for the work being performed, to ensure safety and training in all phases of the work. Apprentices will work the same hours as journey-level workers, EXCEPT where such hours may interfere with related/supplemental instruction [WAC 296-05-316(5)].

**The ratio of journey-level worker to apprentice will be at least one (1) journey-level worker or qualified mechanic for every one (1) apprentice in each Puget Sound Boeing location where an apprentice is working in on-the-job training. This ratio applies to all of the IAM/Boeing Joint apprenticeship programs.**

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**VII. APPRENTICE WAGES AND WAGE PROGRESSION:**

The apprentice will be paid a progressively increasing schedule of wages based on specified percentages of journey-level wage consistent with skills acquired [WAC 296-05-316(27)]. These may be indicated in hours or monthly periods set by the sponsor. The entry wage will not be less than the minimum wage prescribed by the Fair Labor Standards Act, where applicable, unless a higher wage is required by other applicable federal law, state law, respective regulations, or by collective bargaining agreement.

The sponsor may accelerate, by an evaluation process, the advancement of apprentices who demonstrate abilities and mastery of the occupation to the level for which they are qualified. When the apprentice is granted advanced standing the sponsor must notify the employer/training agent of the appropriate wage per the wage progression schedule specified in these Standards.

**All IAM/Boeing Joint Apprenticeship programs:**

**For Blue Streak Mechanic; Composite Manufacturing Technician; Jig & Fixture Tool Maker; Machinist; Metal Structures Technician; NC Spar Mill Operator; Tool & Cutter Grinder; and Tooling Inspector programs.**

<b>Job Code</b>	<b>Step</b>	<b>Number of hours/months</b>	<b>Percent 2009</b>
<b>AxxA0</b>	<b>1</b>	<b>0000 to 0920 hours</b>	<b>71.20%</b>
<b>AxxA1</b>	<b>2</b>	<b>0921 to 1840 hours</b>	<b>74.81%</b>
<b>AxxA2</b>	<b>3</b>	<b>1841 to 2760 hours</b>	<b>78.42%</b>
<b>AxxA3</b>	<b>4</b>	<b>2761 to 3680 hours</b>	<b>81.98%</b>
<b>AxxA4</b>	<b>5</b>	<b>3681 to 4600 hours</b>	<b>85.59%</b>
<b>AxxA5</b>	<b>6</b>	<b>4601 to 5520 hours</b>	<b>89.23%</b>
<b>AxxA6</b>	<b>7</b>	<b>5521 to 6440 hours</b>	<b>92.81%</b>
<b>AxxA7</b>	<b>8</b>	<b>6441 to 7360 hours</b>	<b>96.42%</b>

**For Manufacturing Machinist; Machine Tool Maintenance Mechanic; Maintenance Machinist; Model Maker; and NC Skin Mill Operator programs.**

<b>Job Code</b>	<b>Step</b>	<b>Number of hours/months</b>	<b>Percent 2009</b>
<b>AxxA0</b>	<b>1</b>	<b>0000 to 0920 hours</b>	<b>71.18%</b>
<b>AxxA1</b>	<b>2</b>	<b>0921 to 1840 hours</b>	<b>74.77%</b>
<b>AxxA2</b>	<b>3</b>	<b>1841 to 2760 hours</b>	<b>78.36%</b>
<b>AxxA3</b>	<b>4</b>	<b>2761 to 3680 hours</b>	<b>81.97%</b>
<b>AxxA4</b>	<b>5</b>	<b>3681 to 4600 hours</b>	<b>85.59%</b>
<b>AxxA5</b>	<b>6</b>	<b>4601 to 5520 hours</b>	<b>89.18%</b>
<b>AxxA6</b>	<b>7</b>	<b>5521 to 6440 hours</b>	<b>92.77%</b>
<b>AxxA7</b>	<b>8</b>	<b>6441 to 7360 hours</b>	<b>96.38%</b>

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**For Industrial Electronic Maintenance Technician; and Tool & Die Maker programs.**

<b>Job Code</b>	<b>Step</b>	<b>Number of hours/months</b>	<b>Percent 2009</b>
<b>AxxA0</b>	<b>1</b>	<b>0000 to 0920 hours</b>	<b>71.11%</b>
<b>AxxA1</b>	<b>2</b>	<b>0921 to 1840 hours</b>	<b>74.04%</b>
<b>AxxA2</b>	<b>3</b>	<b>1841 to 2760 hours</b>	<b>76.91%</b>
<b>AxxA3</b>	<b>4</b>	<b>2761 to 3680 hours</b>	<b>79.81%</b>
<b>AxxA4</b>	<b>5</b>	<b>3681 to 4600 hours</b>	<b>82.68%</b>
<b>AxxA5</b>	<b>6</b>	<b>4601 to 5520 hours</b>	<b>85.58%</b>
<b>AxxA6</b>	<b>7</b>	<b>5521 to 6440 hours</b>	<b>88.46%</b>
<b>AxxA7</b>	<b>8</b>	<b>6441 to 7360 hours</b>	<b>91.36%</b>
<b>AxxA8</b>	<b>9</b>	<b>7361 to 8280 hours</b>	<b>94.23%</b>
<b>AxxA9</b>	<b>10</b>	<b>8281 to 9200 hours</b>	<b>97.13%</b>

**Above wages are base only. The IAM/Boeing Joint Apprenticeship Wage rates are defined in the most recent District 751 IAM & AW/Boeing Company Collective Bargaining Agreement.**

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**VIII. WORK PROCESSES:**

The apprentice shall receive on the job instruction and experience as is necessary to become a qualified journey-level worker versed in the theory and practice of the occupation covered by these Standards. The following is a condensed schedule of work experience, which every apprentice shall follow as closely as conditions will permit.

Employers/training agents shall only use registered apprentices to perform the work processes as stated in this section. [WAC 296-05-303(5)(f)]

**A. Blue Streak Mechanic**

	<b><u>Code</u></b>	<b><u>Hours</u></b>
1. Forming, Joggle Roll/Hydro/Stretch/Brake	A	750
2. Drilling/Countersinking	B	130
3. Machining/NC/CNC/Conventional	C	500
4. Non Metallic	D	280
5. Waterjet	E	120
6. Assembly	F	1600
7. Adhesive	G	120
8. CATIA/ENOVIA/REDARS	H	500
9. Layout/Lofting	I	800
10. Deburr/Polish/Burnish	J	120
11. Trim	K	500
12. Finish	L	80
13. Metallurgy/Heat Treat	M	160
14. Composite	N	500
15. Stylus Cadmium Repair	O	120
16. Rework/Repair	P	750
17. Rotopeen/Flap Peen	Q	40
18. Inspection	R	250
19. EDR-Dent Pull	S	40

**TOTAL HOURS: 7360**

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**B. Composite Manufacturing Technician:**

		<b><u>Code</u></b>	<b><u>Hours</u></b>
1.	Lay-up/Hand Lay-up	A	540
2.	Kitting/AGFM*	B	240
3.	CTLM**	C	480
4.	Drape Forming	D	200
5.	Fiber Placement	E	480
6.	Noodle Fabrication	F	80
7.	Debug/Tool Prep/Clean/Mold Release	G	200
8.	Autoclave	I	420
9.	Oven	J	80
10.	Automated Water Jet	K	320
11.	NC/CNC Machine Trim (Routers)	L	760
12.	Extrusion Mills	M	200
13.	Hand Trim	N	280
14.	Assembly/Drilling	P	590
15.	Tracker Leveling/Laser Radar	Q	820
16.	Blue Streak Layout	R	320
17.	Tooling Repair/LM Rework	S	120
18.	Composite Repair	T	1150
19.	Inspection (QA)	U	80

**TOTAL HOURS: 7360**

\* American General Fiber-placement Machine  
\*\* Contoured Tape Laminating Machine

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**C. Industrial Electronic Maintenance Technician**

		<b><u>Code</u></b>	<b><u>Hours</u></b>
1.	Fundamentals	A	1000
2.	Test Equipment	B	480
3.	Preventive Maintenance	C	160
4.	Computer Concepts & Operating Systems	D	720
5.	Base Mechanics	E	240
6.	Magnetic Controls	F	280
7.	Electric Motors	G	280
8.	Hydraulics	H	160
9.	Pneumatics	I	80
10.	Servo Systems/Drives	J	480
11.	Position Feedback Devices	K	120
12.	Programmable Logic Controllers	L	320
13.	Machine Shop familiarization	M	620
14.	Process Controls	N	520
15.	Primary Power Distribution	O	80
16.	Electrical Construction	P	240
17.	Robotics	Q	200
18.	Computer Numerical Controls	R	840
19.	Building Related Equipment/Processes	S	240
20.	Inspection Equipment	T	320
21.	Machining Centers/Cells	U	160
22.	Machine Programming	V	80
23.	Crane Maintenance	W	160
24.	Predictive/Condition Based Maintenance	X	120
25.	Heat Treat	Y	80
26.	Welders	Z	80
27.	Automatic Test Equipment	A1	120
28.	Pressure and Vacuum Vessels	A2	200
29.	Tank Line Automation	A3	340
30.	Composite Manufacturing Equipment	A4	320
31.	Variable Frequency Drives	A5	160
	<b>TOTAL HOURS:</b>		<b>9200</b>

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**D. Jig & Fixture Tool Maker**

		<b><u>Code</u></b>	<b><u>Hours</u></b>
1.	Structural Steel & Aluminum Fabrication	A	700
2.	Crane & Rigging Operation	B	80
3.	Handling Tool Fabrication	C	320
4.	Lay-up Mandrel & Bonding Assembly Jigs	E	700
5.	Weld Jigs	F	400
6.	Large Floor Mounted Assembly Jigs	G	800
7.	Tool Routine	H	560
8.	Master Tools	I	480
9.	Breakdown	J	480
10.	Computer Aided Theodolite	K	600
11.	Small Tools Including Standard Tools	L	560
12.	Tool Engineering	M	160
13.	CMM Operation	N	80
14.	CNC Milling	O	400
15.	NC/CNC Operation	P	40
16.	Lathe	Q	160
17.	EDM	R	80
18.	Mill	S	400
19.	Grinder	T	120
20.	Jig Bore Operator	U	240
	<b>TOTAL HOURS:</b>		<b>7360</b>

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**E. Machine Tool Maintenance Mechanic**

	<b><u>Code</u></b>	<b><u>Hours</u></b>
1. Oil Crib & Routes	A	160
2. Machine (basic operation)	B	320
3. Facilities and Structural Equipment	C	200
4. Alignments	D	600
5. Predictive Maintenance	E	160
6. Preventive Maintenance	F	820
7. Precision Process Equipment	G	200
8. Grinders	H	120
9. Turning Centers	I	120
10. Machining Centers	J	680
11. Coordinate Measuring Machines	K	40
12. Fluid Power	L	440
13. Precision Assembly Tools	M	900
14. Orientation	N	40
15. Tube Fabrication Equipment	O	320
16. Skin and Spar	P	500
17. Shot Peen	Q	160
18. Robotics	R	200
19. Pressure and Vacuum Vessels	S	240
20. Heat Treat Ovens/Furnace	T	80
21. Composite Production Equipment	U	240
22. Spindle Shop	V	160
23. Shop Specific Training	W	580
24. Ground Support Equipment	X	80

**TOTAL HOURS: 7360**

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**F. Machinist:**

		<b><u>Code</u></b>	<b><u>Hours</u></b>
1.	E.D.M.	B	160
2.	Bench Work	C	240
3.	Drill Press	D	80
4.	Programming	E	280
5.	Heat Treat	F	160
6.	Elementary Layout	G	160
7.	Conventional Engine Lathe	H	480
8.	CNC Lathe	I	800
9.	Tool and Cutter Grind	J	320
10.	Advanced Layout/CMM	K	640
11.	Conventional Milling Machine	L	560
12.	Shop CAD/CAM	M	320
13.	Surface Grinding	N	160
14.	External Grinding	O	240
15.	Internal Grinding	P	120
16.	Horizontal Boring Mills	R	520
17.	Jig Bore/Jig Grind	S	280
18.	NC/CNC Milling	T	1840
	<b>TOTAL HOURS:</b>		<b>7360</b>

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**G. Maintenance Machinist:**

		<b><u>Code</u></b>	<b><u>Hours</u></b>
1.	Maintenance Machining	A	3460
2.	Milling Machines	B	840
3.	Lathes	C	680
4.	Drill Press	D	80
5.	Grinders	E	200
6.	Boring Mills	F	200
7.	Heat Treat	G	140
8.	Tool Grind	H	220
9.	Layout	I	180
10.	NC/CNC Milling	J	640
11.	Precision Inspection	K	120
12.	Floor Maintenance	M	440
13.	Spindle Shop	N	160
	<b>TOTAL HOURS:</b>		<b>7360</b>

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**H. Manufacturing Machinist**

		<b><u>Code</u></b>	<b><u>Hours</u></b>
1.	Milling: Conventional/NC/CNC	A	1000
2.	Turning: Conventional/NC/CNC	B	840
3.	Grinding	C	200
4.	Cutter Grind: Drills/Reamers	D	72
5.	Cutter Grind: High-speed	E	72
6.	Cutter Grind: Carbide	F	72
7.	Deburr	G	80
8.	Saw	H	40
9.	Straightening/Forming	I	80
10.	Drilling	J	120
11.	Assembly	K	240
12.	Basic Layout	L	160
13.	Programming	M	400
14.	Inspection	N	200
15.	Cellular Manufacturing	O	2120
16.	Boring: Conventional/NC/CNC	P	344
17.	Jig Bore	Q	240
18.	Shotpeen	R	160
19.	Tankline	S	80
20.	Heat Treat	T	80
21.	Composite Awareness	U	280
22.	Advanced Layout	V	400
23.	Enovia/Mastercam	W	80
	<b>TOTAL HOURS:</b>		<b>7360</b>

**IAM/BOEING JOINT APPRENTICESHIP COMMITTEE**

**I. Metal Structures Technician**

		<b><u>Code</u></b>	<b><u>Hours</u></b>
1.	Superplastic Forming	A	800
2.	Hot Forming	B	800
3.	Cutting	C	960
4.	Finishing	D	680
5.	Robotic Assembly	E	1500
6.	Robotic Mechanical Finish	F	560
7.	Robotic Welding and Preparation	G	1420
8.	Post Processing	H	240
9.	Inspection Techniques	I	80
10.	Rework	J	240
11.	Enovia	K	80

**TOTAL HOURS: 7360**

**IAM/BOEING JOINT APPRENTICESHIP COMMITTEE**

**J. Model Maker:**

		<b><u>Code</u></b>	<b><u>Hours</u></b>
1.	Engine Lathe	A	320
2.	Milling Machine	B	440
3.	Boring Mills	C	120
4.	Grinding	D	80
5.	Heat Treat	E	40
6.	Electrical (Elementary)	F	120
7.	Rapid Prototyping, SLS/SLA*	G	280
8.	Jig Bore	H	120
9.	Electrical Discharge Machine	I	240
10.	NC/CNC Milling	J	680
11.	NC/CNC Lathe	K	208
12.	Model Construction**	L	3712
13.	Tunnel Support	M	680
14.	Remote Terminal and Machine Layout	N	240
15.	Saws and Water Jet	O	80

**TOTAL HOURS: 7360**

**IAM/BOEING JOINT APPRENTICESHIP COMMITTEE**

**K. NC Skin Mill Operator:**

	<b><u>Code</u></b>	<b><u>Hours</u></b>
1. Material Store	A	40
2. NC/CNC Spar Mill	B	600
3. High Speed Plate Mills	C	980
4. Hand Sand: Skins	E	200
5. Skin Sanding Machine	F	200
6. Chip Form	G	160
7. Layout/SPC	H	400
8. Conventional Milling	I	420
9. Heat Treat	J	40
10. Tool & Cutter Grinder	K	220
11. NC/CNC Milling/Skin Mills	L	1660
12. Crane Operation	M	160
13. Shot Peen/Forming	N	480
14. Checking Fixture	O	180
15. Hand Work	P	200
16. Anodize Tank Line	Q	160
17. Assembly and Prep	R	120
18. Spar/Skin Kitting	S	80
19. Cutting Tool Development	T	130
20. Cutter Set-up	U	130
21. Tooling	V	300
22. Tool Set-up	W	80
23. NC/CNC Double Plus Chord Mills	X	420

**TOTAL HOURS: 7360**

**IAM/BOEING JOINT APPRENTICESHIP COMMITTEE**

**L. NC Spar Mill Operator:**

		<b><u>Code</u></b>	<b><u>Hours</u></b>
1.	Material Store	A	40
2.	NC/CNC Spar Mill/ Drill Router/Milling	B	2000
3.	Hand Sand - Spar	E	200
4.	De-Burr Machine	F	80
5.	Forming - Straightening	G	480
6.	Layout	H	400
7.	Conventional Milling	I	720
8.	Heat Treat	J	40
9.	Tool and Cutter Grinder	K	220
10.	Skin Mills	L	800
11.	Hand Sand - Skins	M	120
12.	Crane Operation	N	160
13.	Shot Peen	O	480
14.	Checking Fixture	P	120
15.	Hand/Work	Q	160
16.	Tank Line	R	160
17.	Assembly and Prep	S	120
18.	Spar/Skin Kitting	T	80
19.	Cutting Tool Development	U	130
20.	Cutter Set-Up	V	130
21.	Tool Set-Up	X	80
22.	NC/CNC Double Plus Chord Mills	Y	640

**TOTAL HOURS: 7360**

**IAM/BOEING JOINT APPRENTICESHIP COMMITTEE**

**M. Tool & Cutter Grinder:**

		<b><u>Code</u></b>	<b><u>Hours</u></b>
1.	Drill Grind	A	1760
2.	Tool Grind	B	2520
3.	Carbide Tool Grind	C	1720
4.	Machine Shop	D	1360
<b>TOTAL HOURS:</b>			<b>7360</b>

**IAM/BOEING JOINT APPRENTICESHIP COMMITTEE**

**N. Tool & Die Maker:**

	<b><u>Code</u></b>	<b><u>Hours</u></b>
1. Tool & Cutter Grind	A	240
2. Lathe	B	240
3. Mill Conventional	C	800
4. NC/CNC Lather	D	600
5. NC/CNC Milling	E	840
6. Heat Treat	F	160
7. Surface Grind Conventional	G	120
8. Cylindrical Grind Conventional	H	120
9. Jig Grind Conventional	I	80
10. Surface Grind CNC	J	160
11. Cylindrical Grind CNC	K	120
12. Jig Grind CNC	L	80
13. EDM Conventional/CNC	M	360
14. Jig Bore	N	520
15. Layout	O	160
16. Horizontal Boring	P	320
17. Spring Bench	Q	120
18. Breakdown/CATIA	R	240
19. CAD/CAM (Shop)	S	320
20. Bench Work	T1	920
21. Bench Work	T1	1880
22. Tool Engineering, Programming, Planning	U	160
23. Tool Inspection	V	120
24. Optical Tool Fabrication	W	320
25. Hydraulic/Pneumatic	X	200
	<b>TOTAL HOURS:</b>	<b>9200</b>

**IAM/BOEING JOINT APPRENTICESHIP COMMITTEE**

**O. Tooling Inspector:**

	<b><u>Code</u></b>	<b><u>Hours</u></b>
1. Composite Manufacturing and Tooling	A	1040
2. 3D Measurement Technologies	B	1360
3. Model Based Definition Engineering	C	320
4. Jig and Hard Tool Fabrication and Rework	D	880
5. Plastic and Soft Tooling	E	560
6. Welding Technologies and Structure Fabrication	F	560
7. Metals and Heat Treat Processes	G	160
8. Non-Destructive Inspection	H	160
9. Load Test Techniques	I	80
10. Calibration and Certification	J	160
11. Production Assist	K	640
12. Tool & Die	L	320
13. Machining: Jig Bore, Lathe, and Mill	M	320
14. Tool Routines and Periodics	N	640
15. Vendor/Supplier Inspections and Surveillance	O	160
	<b>TOTAL HOURS:</b>	<b>7360</b>

## IAM/BOEING JOINT APPRENTICESHIP COMMITTEE

### **IX. RELATED/SUPPLEMENTAL INSTRUCTION:**

The apprentice must attend related/supplemental instruction (RSI). Time spent in related/supplemental instruction shall not be considered as hours of work and the apprentice is not required to be paid for time spent in related/supplemental instruction.

The sponsor and training agent must provide for instruction of the apprentice during the related/supplemental instruction in safe and healthful work practices in compliance with the Washington Industrial Safety and Health Act, and applicable federal and state regulations.

Clock hours of actual attendance by the apprentice in related/supplemental instruction classes at the community/technical college or other approved training locations shall be reported to the Department on a quarterly basis. Such reports will clearly identify paid versus unpaid and supervised versus unsupervised RSI time for industrial insurance purposes.

For industrial insurance purposes, the WSATC will be considered as the employer should any supervised apprentice, not being paid to attend RSI, sustain an injury while participating in related/supplemental classroom activity, or other directly related activity outside the classroom. The activities must be at the direction of the instructor.

In case of failure on the part of any apprentice to fulfill the obligation to attend RSI, the sponsor has authority to take disciplinary action (see Administrative/Disciplinary Procedures section).

The methods of related/supplemental training must consist of one or more of the following (please indicate by checking those that apply):

- Supervised field trips
- Approved training seminars (specify)
- A combination of home study and approved correspondence courses: **George Brown College, Critical information Network and approved Boeing curriculum.**
- State Community/Technical college: **South Seattle College**
- Private Technical/Vocational college
- Training trust
- Other (specify): **(Off Hour Boeing Classes) and self-paced curriculum, as a method of delivery.**

## IAM/BOEING JOINT APPRENTICESHIP COMMITTEE

**144** Minimum RSI hours per year defined per the following (see WAC 296-05-316(6)):

- ( ) twelve-month period from date of registration.\*
- (X) defined twelve-month school year: September through June.
- ( ) two-thousand hours of on the job training.

*\*If no selection is indicated above, the WSATC will define RSI hours per twelve-month period from date of registration.*

Additional Information:

**Apprentices will be provided with a minimum of 144 hours of RSI per year, up to a total of 640 over the course of their apprenticeship, unless otherwise directed by the committee, in the following occupations:**

**Blue Streak Mechanic  
Composite Manufacturing Technician  
Jig & Fixture Tool Maker  
Machine Tool Maintenance Mechanic  
Machinist  
Maintenance Machinist  
Manufacturing Machinist  
Metal Structures Technician  
Model Maker  
NC Skin Mill Operator  
NC Spar Mill Operator  
Tool & Cutter Grinder  
Tooling Inspector**

(RSI Per Year Variance Approved 01/15/2015)

**Apprentices will be provided with a minimum of 144 hours of RSI per year, up to a total of 800 over the course of their apprenticeship, unless otherwise directed by the committee, in the following occupations:**

**Industrial Electronic Maintenance Technician  
Tool & Die Maker**

(RSI Per Year Variance Approved 01/15/2015)

### **X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:**

Sponsors may include in this section requirements and expectations of the apprentices and training agents and an explanation of disciplinary actions that may be imposed for noncompliance. The sponsor has the following disciplinary procedures that they may impose: Disciplinary Probation, Suspension, or Cancellation.

## IAM/BOEING JOINT APPRENTICESHIP COMMITTEE

Disciplinary Probation: A time assessed when the apprentice's progress is not satisfactory. During this time the program sponsor may withhold periodic wage advancements, suspend or cancel the apprenticeship agreement, or take further disciplinary action. A disciplinary probation may only be assessed after the initial probation is completed. During the disciplinary probation, the apprentice has the right to file an appeal of the sponsor's action with the WSATC (as described in WAC 296-05-009).

Suspension: A suspension is a temporary interruption in progress of an individual's apprenticeship program that may result in the cancellation of the Apprenticeship Agreement. Could include temporarily not being allowed to work, go to school or take part in any activity related to the Apprenticeship Program until such time as the sponsor takes further action.

Cancellation: Refers to the termination of an apprenticeship agreement at the request of the apprentice, supervisor, or sponsor. [as described in WAC 296-05-316(22)].

### A. General Procedures

- 1. The Apprenticeship Coordinator shall provide a form to be filled out weekly by the apprentice, signed by the apprentice and his/her immediate supervisor. This report will be a complete record of the work code, type of work performed, type of equipment being used and the supervisors rating of the apprentices work performance. Copies of this report are due in the apprenticeship office by the 10th of each month and will be retained by the apprentice and Apprenticeship Training Office.**
- 2. The Committee will cooperate with the Apprenticeship Coordinator in passing on the qualifications of applicants for apprenticeship.**
- 3. The Committee will cooperate with the Apprenticeship Coordinator in his/her responsibilities towards the apprentice.**
- 4. The Committee will determine the apprentice's progress in manipulative skills and technical knowledge, through examination of their records, and by tests or examinations, which may, on occasion, be deemed advisable or necessary.**
- 5. The Committee will assist apprentices in all matters pertaining to their employment as apprentices and in such other personnel matters as the apprentice may bring before them.**
- 6. The Committee will cooperate with supervisors, managers, human resources, and school in maintaining discipline among apprentices and ensuring their progress.**

## **IAM/BOEING JOINT APPRENTICESHIP COMMITTEE**

7. **The Committee will cooperate with the related training school in the preparation, presentation, and revision of related instructional matter.**
8. **The Apprenticeship Coordinator will provide annual reports covering the work of the Apprenticeship Committee to the Company, the Union, and the Washington State Apprenticeship and Training Council as requested.**
9. **Disciplinary actions:**
  - a. **Unsatisfactory Progression**

**A time assessed when the apprentice's progress is not satisfactory.**

    - (1) **The apprentice shall receive a Notice of Unsatisfactory Progression.**
    - (2) **All Unsatisfactory Progressions will require the apprentice to attend the next regular IAM/Boeing JAC meeting to develop an Individualized Recovery Plan.**
    - (3) **During an Unsatisfactory Progression, the apprentice will continue to attend and maintain satisfactory Related Supplemental Instruction progress.**
    - (4) **During an Unsatisfactory Progression, work hours (OJT) shall not be credited towards the apprenticeship program.**
    - (5) **During an Unsatisfactory Progression, the apprentice shall continue to report for work, be compensated at his or her current wage rate, and shall be designated work assignments that are equal to or below the current wage rate.**
    - (6) **An Unsatisfactory Progression will end when the identified deficiencies have been corrected.**
  - b. **Disciplinary Probation**

**A Time assessed when the apprentice's progress continues to remain unsatisfactory, or the apprentice's conduct is unacceptable.**

    - (1) **The apprentice shall receive a 20-Day Notice of intention of disciplinary action per Section X.C. of these Standards.**
    - (2) **All Disciplinary Probation will require the apprentice to attend the next regular IAM/Boeing JAC meeting to review their status.**
    - (3) **During a Disciplinary Probation, the apprentice will continue to attend and maintain satisfactory Related Supplemental Instruction progress.**
    - (4) **During Disciplinary Probation, work hours (OJT) shall not be credited towards the apprenticeship program.**
    - (5) **During Disciplinary Probation, the apprentice shall continue to report for work, be compensated at his or her current wage rate, and shall be designated work assignments that are equal to or below the current wage rate.**
    - (6) **A third disciplinary probation may alone be reason to cancel the Apprenticeship Agreement.**

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- (7) **A disciplinary Probation will end when the identified deficiencies have been corrected.**
- c. **Suspension**  
**A temporary interruption in progress of an individual's apprenticeship program that may result in the cancellation of the Apprenticeship Agreement.**
- d. **Cancellation**  
**Refers to the termination of an apprenticeship agreement at the request of the apprentice, supervisor, or sponsor.**
- e. **Definitions**
- (1) **Unacceptable Conduct: Conduct deemed unacceptable and/or not compatible with the Apprenticeship Program, by the I/AM Boeing Apprenticeship Committee. This may include non-authorized possession or use of IAM/Boeing Apprenticeship RSI tests or answer sheets or dishonesty, including cheating on, forgery and/or falsification of apprenticeship documents, tests, lessons and log sheets.**
  - (2) **Unsatisfactory Progress – RSI: Receiving less than minimum hours or lessons status (defined as 9 or more lessons deficient and/or 8 or more hours deficient); multiple test failures defined as two consecutive failures of a test; a third consecutive failure of a test.**
  - (3) **Unsatisfactory Progress – Work Performance: Two consecutive monthly grades of less than three (3) or a monthly grade of (1).**

### B. Local Apprenticeship Committee Policies

**NONE**

### C. Complaint and Appeal Procedures:

All registered programs must establish procedures explaining the program's complaint review process. Complaints that involve matters covered by a collective bargaining agreement are not subject to the complaint review procedures in this section.

**Complaint** (after initial probation completed) – WAC 296-05-009 and 296-05-316(22)

Prior to: 20 calendar days of intention of disciplinary action by a sponsor

- Sponsors must notify the apprentice in writing of action to be taken
- Must specify the reason(s) for discipline, suspension, or cancellation
- Decision will become effective immediately

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- Written reason(s) for such action must be sent to the apprentice

Within: 30 calendar days request for reconsideration from the sponsor

- Apprentice to request sponsor to reconsider their action

Within: 30 calendar days of apprentice's request for reconsideration

- Sponsor must provide written notification of their final decision

If apprentice chooses to pursue the complaint further:

Within: 30 calendar days of final action

- Apprentice must submit the complaint in writing to the Department
- Must describe the controversy and provide any backup information
- Apprentice must also provide this information to the local sponsor

Within: 30 business days for supervisor to complete investigation

- If no settlement is agreed upon during investigation, then supervisor must issue a written decision resolving the controversy when the investigation is concluded

If the apprentice or sponsor disputes supervisor decision:

Within: 30 calendar days of supervisor's decision, request for WSATC hearing

- Request must be in writing
- Must specify reasons supporting the request
- Request and supporting documents must be given to all parties
- WSATC must conduct the hearing in conjunction with the regular quarterly meeting

Within: 30 calendar days after hearing

- WSATC to issue written decision

## **XI. COMMITTEE – RESPONSIBILITIES AND COMPOSITION**

NOTE: The following is an overview of the requirements associated with administering an apprenticeship committee and/or program. These provisions are to be used with the corresponding RCW and/or WAC.

The sponsor is the policymaking and administrative body responsible for the operation and success of this apprenticeship program. A committee is responsible for the day-to-day operations of the apprenticeship program and they must be knowledgeable in the process of apprenticeship and/or the application of chapter 49.04 RCW and chapter 296-05 WAC. Sponsors must develop procedures for:

## IAM/BOEING JOINT APPRENTICESHIP COMMITTEE

A. Committee Operations (WAC 296-05-316): (Not applicable for Plant Programs)  
Convene meetings at least three times per year of the program sponsor and apprenticeship committee attended by a quorum of committee members as defined in the approved Standards. If the committee does not indicate its definition of quorum, the interpretation will be “50% plus 1” of the approved committee members. Conference call meetings may be conducted in lieu of regular meetings but must not exceed the number of attended meetings and no disciplinary action can be taken during conference call meetings.

B. Program Operations (Chapter 296-05 WAC - Part C & D):

1. The program sponsor will record and maintain records pertaining to the administration of the apprenticeship program and make them available to the WSATC or Department on request.

Records required by WAC 296-05-400 through 455 (see Part D of chapter 296-05 WAC) will be maintained for five (5) years; all other records will be maintained for three (3) years.

2. The sponsor will submit to the Department through the assigned state apprenticeship consultant the following list:

Forms are available on line at

<http://www.lni.wa.gov/TradesLicensing/Apprenticeship/FormPub/default.asp> or from your assigned apprenticeship consultant.

- Apprenticeship Agreements – within first 30 days of employment
- Authorization of Signature forms - as necessary
- Approved Training Agent Agreements (sponsor approving or canceling) – within 30 days
- Minutes of Apprenticeship Committee Meetings – within 30 days of meeting (not required for Plant program)
- Request for Change of Status - Apprenticeship/Training Agreement and Training Agents forms – within 30 days of action by sponsor
- Journey Level Wage Rate – annually, or whenever changed
- Request for Revision of Standards - as necessary
- Request for Revision of Committee - as necessary
- Related Supplemental Instruction (RSI) Hours Reports (Quarterly):
  - 1st quarter: January through March, by April 10
  - 2nd quarter: April through June, by July 10
  - 3rd quarter: July through September, by October 10
  - 4th quarter: October through December, by January 10
- On-the-Job Work Hours Reports (bi-annual)
  - 1st half: January through June, by July 30
  - 2nd half: July through December, by January 31

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3. The program sponsor will adopt, as necessary, local program rules or policies to administer the apprenticeship program in compliance with these Standards that must be submitted for Department approval and updating these Standards. The apprenticeship program manager may administratively approve requests for revisions in the following areas of the Standards:
  - Program name
  - Sponsor's introductory statement (if applicable)
  - Section III: Conduct of Program Under Washington Equal Employment Opportunity Plan
  - Section VII: Apprentice Wages and Wage Progression
  - Section IX: Related/Supplemental Instruction
  - Section XI: Committee - Responsibilities and Composition (including opening statements)
  - Section XII: Subcommittees
  - Section XIII: Training Director/Coordinator
  
4. The sponsor will utilize competent instructors as defined in WAC 296-05-003 for related/supplemental instruction. Furthermore, the sponsor will ensure each instructor has training in teaching techniques and adult learning styles, which may occur before or within one year after the apprenticeship instructor has started to provide instruction.

### C. Management of Apprentices:

1. Each apprentice (and, if under 18 years of age, the parent or guardian) will sign an apprenticeship agreement with the sponsor, who will then register the agreement, with the Department before the apprentice attends the related/supplemental instruction classes, or within the first 30 days of employment as an apprentice. For the purposes of industrial insurance coverage and prevailing wage exemption under RCW 39.12.021, the effective date of registration will be the date the agreement is received by the Department.

The Department must be notified within 30 days of program approval, of all requests for disposition or modification of agreements, with a copy of the minutes approving the changes, which may be:

- Certificate of completion
  - Additional credit
  - Suspension (i.e. military service or other)
  - Reinstatement
  - Cancellation and/or
  - Corrections
2. Rotate apprentices in the various processes of the skilled occupation to ensure the apprentice is trained to be a competent journey-level worker.

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3. Periodically review and evaluate apprentices before advancement to the apprentice's next wage progression period. The evidence of such advancement will be the record of the apprentice's progress on the job and during related/supplemental instruction.
4. The sponsor has the obligation and responsibility to provide, insofar as possible, continuous employment for all apprentices in the program. The sponsor may arrange to transfer an apprentice from one training agent to another or to another sponsor when the sponsor is unable to provide reasonably continuous employment, or they are unable to provide apprentices the diversity of experience necessary for training and experience in the various work processes as stated in these Standards. The new sponsor or training agent will assume all the terms and conditions of these Standards. If, for any reason, a layoff of an apprentice occurs, the apprenticeship agreement will remain in effect unless canceled by the sponsor.
5. An apprentice who is unable to perform the on-the-job portion of apprenticeship training may, if the apprentice so requests and the sponsor approves, participate in related/supplemental instruction, subject to the apprentice obtaining and providing to the sponsor written requested document/s for such participation. However, time spent will not be applied toward the on-the-job portion of apprenticeship training.
6. Hear and adjust all complaints of violations of apprenticeship agreements.
7. Upon successful completion of apprenticeship, as provided in these Standards, and passing the examination that the sponsor may require, the sponsor will recommend that the WSATC award a Certificate of Completion of Apprenticeship. The program will make an official presentation to the apprentice that has successfully completed his/her term of apprenticeship.

### D. Training Agent Management:

1. Offer training opportunities on an equal basis to all employers and apprentices. Grant equal treatment and opportunity for all apprentices through reasonable working and training conditions and apply those conditions to all apprentices uniformly. Provide training at a cost equivalent to that incurred by currently participating employers and apprentices. Not require an employer to sign a collective bargaining agreement as a condition of participation.
2. Determine the adequacy of an employer to furnish proper on-the-job training in accordance with the provisions of these Standards. Require all employers requesting approved training agent status to complete an approved training agent agreement and comply with all federal and state apprenticeship laws and the appropriate apprenticeship Standards.

## IAM/BOEING JOINT APPRENTICESHIP COMMITTEE

3. Submit approved training agent agreements to the Department with a copy of the agreement and/or the list of approved training agents within thirty days of committee approval. Submit rescinded approved training agent agreements and/or the list of approved training agents to the Department within thirty days of said action.

E. Composition of Committee: (see WAC 296-05-313)

Apprenticeship committees must be composed of an equal number of management and non-management representatives composed of at least four members but no more than twelve. If the committee does not indicate its definition of a quorum, the interpretation will be "50% plus 1" of the approved committee members.

Apprenticeship committees shall elect a chairperson and a secretary who shall be from opposite interest groups, i.e., chairperson-employers; secretary-employees, or vice versa; EXCEPT, this does not apply where the Registration Agency represents the apprentice(s).

For plant programs the WSATC or the Department designee will act as the employee representative.

**Quorum: Four (4) members of the Committee, two (2) from the union and two (2) from management shall be a quorum for the transaction of business. Each party shall have the right to cast the full vote of its membership and it shall be conducted as though all were present and voting.**

Program type administered by the committee: **INDIVIDUAL JOINT**

**When in any year, the Chairman of the Committee is a representative of management, then the Secretary shall be a representative of labor. The following year, the Chairmanship shall be held by a labor representative.**

The employer representatives shall be:

**Shelley Wilson, Secretary  
The Boeing Company  
PO Box 3707, MC 5C-AL  
Seattle, WA 98124-2207**

**Gary Lundquist  
The Boeing Company  
PO Box 3707, MC 50-50  
Seattle, WA 98124-2207**

**Frederick W. Bell  
The Boeing Company  
PO Box 3707, MC 5A-AW  
Seattle, WA 98124-2207**

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The employee representatives shall be:

**Laurens Wood, Chair  
The Boeing Company  
PO Box 3707, MC 5L-AF  
Seattle, WA 98124-2207**

**Gary Kiehl  
The Boeing Company  
PO Box 3707, MC 5L-AF  
Seattle, WA 98124-2207**

**Joseph C. Zaratkiewicz  
The Boeing Company  
PO Box 3707, MC 6Y-90  
Seattle, WA 98124-2207**

**XII. SUBCOMMITTEE:**

Subcommittee(s) approved by the Department, represented equally from management and non-management, may also be established under these Standards, and are subject to the main committee. All actions of the subcommittee(s) must be approved by the main committee.

**NONE**

**XIII. TRAINING DIRECTOR/COORDINATOR:**

The sponsor may employ a person(s) as a full or part-time training coordinator(s)/training director(s). This person(s) will assume responsibilities and authority for the operation of the program as are delegated by the sponsor.

**Gina M. Ames  
PO Box 3707, MC 5X-12  
Seattle, WA 98124-2207**