

For L&I Staff Use Only

SLO 5/8/25

Teri Gardner 5-19-25

L&I Apprenticeship Consultant

L&I Admin

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



Request for Approval of Proposed Standards

TO: Washington State Apprenticeship & Training Council

FROM: University of Washington Facilities Apprenticeship Committee

Check the appropriate box:

☒ Committee

☐ Plant

☐ OJT

Occupation(s)	SOC Code	Hours
Motor Equipment Mechanic	49-3023	2000

Form must be signed by Committee Chair and Secretary or Program's Authorized Signer

<input checked="" type="checkbox"/> Chair	Date	4/24/25	<input type="checkbox"/> Secretary	Date	4/24/25
<input checked="" type="checkbox"/> Authorized Signer					
Print Name:	Page Russell	Print Name:	Joshua GARCIA		
Signature:		Signature:			

Approved By:
Washington State Apprenticeship & Training Council

Signature of the WSATC:

Date:

SO 6/2/2025

SLO 5-16-25

Teri Gardner 6-2-25
Teri Gardner 5-19-25



APPRENTICESHIP PROGRAM STANDARDS
adopted by

UNIVERSITY OF WASHINGTON FACILITIES APPRENTICESHIP COMMITTEE

(sponsor name)

Occupational Objective(s):

MOTOR EQUIPMENT MECHANIC

SOC#

49-3023

Term [WAC 296-05-015]

2000 HOURS



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

APPROVAL:

Provisional Registration

Standards Last Amended

Permanent Registration

By: _____
Chair of Council

By: _____
Secretary of Council

UW Facilities Joint Apprenticeship Program

INTRODUCTION

This document is an apprenticeship program standard. Apprenticeship program standards govern how an apprenticeship works and have specific requirements. This document will explain the requirements.

The director of the Department of Labor and Industries (L&I) appoints the Washington State Apprenticeship and Training Council (WSATC) to regulate apprenticeship program standards. The director appoints and deputizes an assistant director to be known as the supervisor of apprenticeship who oversees administrative functions through the apprenticeship section at the department.

The WSATC is the sole regulatory body for apprenticeship standards in Washington. It approves, administers, and enforces apprenticeship standards, and recognizes apprentices when either registered with L&I's apprenticeship section, or under the terms and conditions of a reciprocal agreement. WSATC also must approve any changes to apprenticeship program standards.

Apprenticeship programs have sponsors. A sponsor operates an apprenticeship program and declares their purpose and policy herein to establish an organized system of registered apprenticeship education and training. The sponsor recognizes WSATC authority to regulate and will submit a revision request to the WSATC when making changes to an apprenticeship program standard.

Apprenticeships are governed by federal law (29 U.S.C 50), federal regulations (29 CFR Part 29 & 30), state law (49.04 RCW) and administrative rules (WAC 296-05). These standards conform to all of the above and are read together with federal and state laws and rules

Standards are changed with WSATC approval. Changes are binding on apprentices, sponsors, training agents, and anyone else working under an agreement governed by the standards. Sponsors may have to maintain additional information as supplemental to these standards. When a standard is changed, sponsors are required to notify apprentices and training agents. If changes in federal or state law make any part of these standards illegal, the remaining parts are still valid and remain in force. Only the part made illegal by changes in law is invalid. L&I and the WSATC may cooperate to make corrections to the standards if necessary to administer the standards.

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 these 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 (Required):

The following Standards of Apprenticeship have been prepared by the University of Washington Facilities (UWF) Apprenticeship Committee, assisted by the department of

UW Facilities Joint Apprenticeship Program

Labor & Industries Apprenticeship department. As approved and registered with the Washington State Apprenticeship and Training Council, these standards will govern the training of all apprentices in the trades listed herein.

This program will be structured to support the apprentice obtaining an ASE (Automotive Service Excellence) certification in the nationally recognized Auto Maintenance and Light Repair Certification Test (G1 Series).

I. GEOGRAPHIC AREA COVERED:

The sponsor must train inside the area covered by these standards. If the sponsor wants to train outside the area covered by these standards, the sponsor must enter a portability agreement with a sponsor outside the area, and provide evidence of such an agreement for compliance purposes. Portability agreements permit training agents to use apprentices outside the area covered by the standards. Portability agreements are governed by WAC 296-05-009.

The University of Washington Seattle Campus.

II. MINIMUM QUALIFICATIONS:

Minimum qualifications must be clearly stated and applied in a nondiscriminatory manner [WAC 296-05-015(17)].

Age: **18 years of age**

Education: **High School Diploma or equivalent**

Physical: **Physically able to perform essential job functions in a safe manner with or without reasonable accommodations**

Testing: **None**

Other: **None**

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 Procedure (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 (including pregnancy and gender identity), sexual orientation, color, religion, national origin, age, genetic information, disability or as otherwise specified by law. The sponsor shall take positive action to provide

UW Facilities Joint Apprenticeship Program

equal opportunity in apprenticeship and will operate the apprenticeship program as required by the rules of the Washington State Apprenticeship and Training Council and Title 29, Part 30 of the Code of Federal Regulations.

A. Selection Procedures:

Exempt per WAC 296-05-405(1)(a) for sponsors with fewer than five apprentices

B. Equal Employment Opportunity Plan:

Exempt per WAC 296-05-405(1)(a) for sponsors with fewer than five apprentices

C. Discrimination Complaints:

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

IV. TERM OF APPRENTICESHIP:

The term of apprenticeship for an individual apprentice may be measured through the completion of the industry standard for on-the-job learning (at least two thousand hours) (time-based approach), the attainment of competency (competency-based approach), or a blend of the time-based and competency-based approaches (hybrid approach) [WAC 296-05-015].

UWF Motor Equipment Mechanic

The term of apprenticeship for apprentices shall be 2,000 hours of reasonably continuous employment.

V. INITIAL PROBATIONARY PERIOD:

An initial probationary period applies to all apprentices, unless the apprentice has transferred from another program. During an initial probationary period, an apprentice can be discharged without appeal rights. An initial probationary period is stated in hours or competency steps of employment. The initial probationary period is not reduced by advanced credit or standing. During an initial probationary period, apprentices receive full credit for hours and competency steps toward completion of their apprenticeship. Transferred apprentices are not subject to additional initial probationary periods [WAC 296-05-003].

The initial probationary period is [WAC 296-05-015(22)]:

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- A. The period following the apprentice's registration into the program. An initial probationary period must not be longer than twenty percent of the term of the entire apprenticeship, or longer than a year from the date the apprenticeship is registered. The WSATC can grant exemptions for longer initial probationary periods if required by law.
- B. The period in which 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 may terminate the agreement without a hearing or stated cause. An appeal process is not available to apprentices in their initial probationary period.

The initial Apprenticeship Program probationary period for UWF apprentice is 20% of the program length.

This probationary period applies to the Apprenticeship agreement and participation in the Apprenticeship program, and is distinct from the employment probationary period as outlined in the Collective Bargaining Agreement. Reversion rights for existing employees who accept a position as an apprentice will follow the Collective Bargaining Agreement.

VI. RATIO OF APPRENTICES TO JOURNEY LEVEL WORKERS

Supervision is the necessary education, assistance, and control provided by a journey-level employee on the same job site at least seventy-five percent of each working day, unless otherwise approved by the WSATC. Sponsors ensure apprentices are supervised by competent, qualified journey-level employees. Journey level-employees are responsible for the work apprentices perform, in order to promote the safety, health, and education of the apprentice.

- A. The journey-level employee must be of the same apprenticeable occupation as the apprentice they are supervising unless otherwise allowed by the Revised Code of Washington (RCW) or the Washington Administrative Code (WAC) and approved by the WSATC.
- B. The numeric ratio of apprentices to journey-level employees may not exceed one apprentice per journey-level worker [WAC 296-05-015(5)].
- C. Apprentices will work the same hours as journey-level workers, except when such hours may interfere with related/supplemental instruction.
- D. Any variance to the rules and/or policies stated in this section must be approved by the WSATC.
- E. The ratio must be described in a specific and clear manner, as to the application in terms of job site, work group, department or plant:

There shall not be more than one (1) apprentice for each two (2) journey workers employed.

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VII. APPRENTICE WAGES AND WAGE PROGRESSION:

- A. Apprentices must be paid at least Washington's minimum wage, unless a local ordinance or a collective bargaining agreement require a higher wage. Apprentices must be paid according to a progressively increasing wage scale. The wage scale for apprentices is based on the specified journey-level wage for their occupation. Wage increases are based on hours worked or competencies attained. The sponsor determines wage increases. Sponsors must submit the journey-level wage at least annually or whenever changed to the department as an addendum to these standards. Journey-level wage reports may be submitted on a form provided by the department. Apprentices and others should contact the sponsor or the Department for the most recent Journey-level wage rate.
- B. Sponsors can grant advanced standing, and grant a wage increase, when apprentices demonstrate abilities and mastery of their occupation. When advanced standing is granted, the sponsor notifies the employer/training agent of the wage increase the apprenticeship program standard requires.
- C. Wage Progression Schedules OR

Wage progression shall be consistent with the Motor Equipment Trade Trainee via pay table BL Line 40. The apprentice shall begin at step K on this table.

Period	Hours	Percentage of Journey level wage
Step 1	0-1000	77%
Step 2	1001-2000	81%

VIII. WORK PROCESSES:

The apprentice shall receive on the job instruction and work 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. The following work process descriptions pertain to the occupation being defined.

A. UWF Motor Equipment Mechanic	<u>Approximate Hours/Competency Level</u>
1. Vehicle Inspection and Shop Safety	800
2. Engine Repair.....	240

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3. Automatic Transmission and Transaxle.....	60
4. Suspension and Steering.....	200
5. Brakes.....	200
6. Electrical/Electronic Systems.....	300
7. Heating, Ventilation, and Air Conditioning (HVAC).....	100
8. Engine Performance	100

Total Hours/# of Competency Levels:	2000
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IX. RELATED/SUPPLEMENTAL INSTRUCTION:

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

RSI must be provided in safe and healthy conditions as required by the Washington Industrial Safety and Health Act and applicable federal and state regulations.

Hours spent in RSI are reported to L&I each quarter. Reports must show which hours are unpaid and supervised by a competent instructor versus all other hours (paid and/or unsupervised) for industrial insurance purposes.

For purposes of coverage under the Industrial Insurance Act, the WSATC is an employer and the apprentice is an employee when an unpaid, supervised apprentice is injured while under the direction of a competent instructor and participating in RSI activities.

If apprentices do not attend required RSI, they may be subject to disciplinary action by the sponsor.

A. The methods of related/supplemental training must be indicated below (check those that apply):

☐ Supervised field trips

☐ Sponsor approved training seminars (specify)

☒ Sponsor approved online or distance learning courses (specify)
ASE accredited online courses

☐ State Community/Technical college

☐ Private Technical/Vocational college

☒ Sponsor Provided (lab/classroom)

☐ Other (specify):

B. **(144)** Minimum RSI hours per year defined per the following [see WAC 296-05-015(6)]:

☐ Twelve-month period from date of registration.*

☐ Defined twelve-month school year: through .

☒ 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.*

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C. Additional Information:

X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

A. Administrative Procedures:

The sponsor may include in this section a summary and explanation of administrative actions performed at the request or on the behalf of the apprentice. Such actions may include but are not limited to:

1. Voluntary Suspension: A temporary interruption in progress of an individual's apprenticeship agreement at the request of the apprentice and granted by the sponsor. The program sponsor shall review apprentices in suspended status at least once each year to determine if the suspension is still appropriate.
2. Advanced Standing or Credit: The sponsor may provide for advanced standing or credit for demonstrated competency, acquired experience, training or education in or related to the occupation. All sponsors need to ensure a fair and equitable process is applied to all apprentices seeking advanced standing or credit per WAC 296-05-015(11).
3. Sponsor Procedures:
 - a. **The UWF Apprenticeship Committee shall be established in a manner consistent with the Collective Bargaining Agreement. It shall consist of 12 members, 6 each from labor and management. The committee will establish and adhere to its own internal rules of governance and shall govern any subcommittees designated per trade.**
 - b. **All apprentices shall be governed by State and Federal laws, University of Washington workplace policies, UWF departmental policies, and Collective Bargaining agreements, and any specific Apprenticeship guidelines as put in place by the UWF Apprenticeship committee**
 - c. **The UWF Apprenticeship committee will be responsible for establishing and updating UWF Apprenticeship Program guidelines, including an Apprenticeship Agreement which outlines the expected and required behavior of an Apprentice as it relates to their standing in this apprenticeship program.**
 - d. **The Apprenticeship Committee or any subcommittee it delegates will be responsible for reviewing work processes, On-the-job training, RSI vendors, and other aspects of the apprenticeship to ensure that apprentices are getting a well-rounded and sufficient education in their respective trade, and that each apprentice is progressing on track to complete their apprenticeship.**

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- e. **The UWF Apprenticeship Committee shall have the sole authority to grant credit for previous work experience to incoming apprentices as it relates to the Apprenticeship Program.**
- f. **Apprentices shall be responsible for logging on-the-job hours for each area of work processes and submitting these hours to the UWF Apprenticeship Committee or any individual or group the Committee designates.**

B. Disciplinary Procedures

1. The obligations of the sponsor when taking disciplinary action are as follows:
 - a. The sponsor shall be responsible for enacting reasonable policies and procedures and applying them consistently. The sponsor will inform all apprentices of their rights and responsibilities per these standards.
 - b. The sponsor shall notify the apprentice of intent to take disciplinary action and reasons therefore 20 calendar days prior to taking such action. The reason(s) supporting the sponsor's proposed action(s) must be sent in writing to the apprentice.
 - c. The sponsor must clearly identify the potential outcomes of disciplinary action, which may include but are not limited to discipline, suspension or cancellation of the apprenticeship agreement.
 - d. The decision/action of the sponsor will become effective immediately.
2. The sponsor may include in this section requirements and expectations of the apprentices and an explanation of disciplinary actions imposed for noncompliance. The sponsor has the following disciplinary procedures to adopt:
 - a. **Disciplinary Probation:** A time assessed when the apprentice's progress is not satisfactory. During this time the 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 complete.
 - b. **Disciplinary Suspension:** A temporary interruption in the progress of an individual's apprenticeship agreement. Conditions will include not being allowed to participate in On-the-Job Training (OJT), go to Related Supplemental Instruction (RSI) classes or take part in any activity related to the Apprenticeship

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Program until such time as the sponsor takes further action. The program sponsor shall review apprentices in such status at least once each year.

- c. Cancellation: Refers to the termination of an apprenticeship agreement at the request of the apprentice, supervisor, or sponsor. [WAC 296-05-003].
- 3. Sponsor Disciplinary Procedures:
 - a) **Failure to maintain employment with UWF may result in cancellation to the apprenticeship agreement.**
 - b) **The UWF Apprenticeship Committee shall review the conduct and progression of each apprentice as it pertains to the Apprenticeship Program.**
 - c) **In the event that an Apprentice is found to be failing to adhere to their Apprenticeship Agreement, the Apprenticeship Committee may have the authority to take action, including but not limited to withholding progression in the program, requiring re-evaluation, requiring an apprentice to re-take RSI education, and/or cancellation of the apprenticeship agreement.**
 - d) **The UWF Apprenticeship Committee shall not make any disciplinary action normally taken by and reserved to the University as an employer and governed by the Collective Bargaining Agreements in place.**

C. Apprentice Complaint Procedures:

- 1. The apprentice must complete his/her initial probationary period in order to be eligible to file a complaint (WAC 296-05-105).
- 2. Complaints involving matters covered by a collective bargaining agreement are not subject to the complaint procedures in this section.
- 3. Complaints regarding non-disciplinary matters must be filed with the program sponsor within 30 calendar days from the date of the last occurrence. Complaints must be in writing.
- 4. If the apprentice disagrees with the resolution of the complaint or wishes to contest the outcome of a disciplinary action by the program sponsor, the apprentice must file a written request for reconsideration with the program sponsor within 30 calendar days from the date the apprentice received written notice of action by the program sponsor.
- 5. The program sponsor must reply, in writing, to the request for reconsideration within 30 calendar days from the date the program sponsor receives the request. The

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program sponsor must send a copy of the written reply to the apprentice within the 30 calendar days.

6. If the apprentice disagrees with the program sponsor's decision, the apprentice may file an appeal with the Apprenticeship Program, (WAC 296-05-105). If the apprentice does not timely file an appeal, the decision of the program sponsor is final after 30 calendar days from the date the program sponsor mails the decision to the apprentice. See section "D" below.

D. Apprentice Complaint Review/Appeals Procedures:

1. If the apprentice disagrees with the program sponsor's decision, the apprentice must submit a written appeal to L&I's apprenticeship section within 30 calendar days from the date the decision is mailed by the program sponsor. Appeals must describe the subject matter in detail and include a copy of the program sponsor's decision.
2. The L&I apprenticeship section will complete its investigation within 30 business days from the date the appeal is received and attempt to resolve the matter.
3. If the Apprenticeship section is unable to resolve the matter within 30 business days, the Apprenticeship section issues a written decision resolving the appeal.
4. If the apprentice or sponsor is dissatisfied with L&I's decision, either party may request the WSATC review the decision. Requests for review to the WSATC must be in writing. Requests for review must be filed within 30 calendar days from the date the decision is mailed to the parties.
5. The WSATC will conduct an informal hearing to consider the request for review.
6. The WSATC will issue a written decision resolving the request for review. All parties will receive a copy of the WSATC's written decision.

XI. SPONSOR – RESPONSIBILITIES AND GOVERNING STRUCTURE

The following is an overview of the requirements associated with administering an apprenticeship 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. The sponsor may assign an administrator or a committee to be responsible for day-to-day operations of the apprenticeship program. Administrators and/or committee members must be knowledgeable in the process of apprenticeship and/or the application of chapter 49.04 RCW and chapter 296-05 WAC and these standards. If applicable, sponsors must develop procedures for:

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A. Committee Operations (WAC 296-05-009): (Not applicable for Plant Programs)

Apprenticeship committees must be composed of an equal number of management and non-management representatives from a minimum of four to a maximum of twelve members. Committees must convene meetings at least three times per year attended by a quorum of committee members as defined in these approved standards.

B. Program Operations

The sponsor will record and maintain records pertaining to the administration of the apprenticeship program and make them available to the WSATC or Department upon request. Records required by WAC 296-05-100 will be maintained for five (5) years; all other records will be maintained for three (3) years. Apprenticeship sponsors will submit required forms/reports to the Department of Labor and Industries through one of the two prescribed methods below:

Sponsors shall submit required forms/reports through assigned state apprenticeship consultant. Forms may be obtained through the programs assigned apprenticeship consultant.

Sponsors shall submit required reports through the Apprentice Registration and Tracking System (ARTS).

1. The following is a listing of forms/reports for the administration of apprenticeship programs and the time-frames in which they must be submitted:
 - a. Apprenticeship Agreements – within first 30 days of employment
 - b. Authorization of Signature forms - as necessary
 - c. Approved Training Agent Agreements– within 30 days of sponsor action
 - d. Minutes of Apprenticeship Committee Meetings – within 30 days of sponsor approval (not required for Plant program)
 - e. Request for Change of Status - Apprenticeship/Training Agreement and Training Agents forms – within 30 days of action by sponsor.
 - f. Journey Level Wage Rate – annually, or whenever changed as an addendum to section VII. Apprentice Wages and Wage Progression.
 - g. Related Supplemental Instruction (RSI) Hours Reports (Quarterly):
 - 1st quarter: January through March, due by April 10
 - 2nd quarter: April through June, due by July 10
 - 3rd quarter: July through September, due by October 10
 - 4th quarter: October through December, due by January 10
 - h. On-the-Job Work Hours Reports (bi-annual)
 - 1st half: January through June, by July 30
 - 2nd half: July through December, by January 31
2. The program sponsor will adopt, as necessary, local program rules or policies to administer the apprenticeship program in compliance with these standards. Requests

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for revision to these standards of apprenticeship must be submitted 45 calendar days prior to a quarterly WSATC meeting. The Department of Labor and Industries, Apprenticeship Section's manager may administratively approve requests for revisions in the following areas of the standards:

- a. Program name
 - b. Sponsor's introductory statement
 - c. Section III: Conduct of Program Under Washington Equal Employment Opportunity Plan
 - d. Section VII: Apprentice Wages and Wage Progression
 - e. Section IX: Related/Supplemental Instruction
 - f. Section XI: Sponsor – Responsibilities and Governing Structure
 - g. Section XII: Subcommittees
 - h. Section XIII: Training Director/Coordinator
3. The sponsor will utilize competent instructors as defined in WAC 296-05-003 for RSI. 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 RSI 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.
2. The sponsor must notify the Department within 30 days of all requests for disposition or modification to apprentice agreements, which may include:
 - a) Certificate of completion
 - b) Additional credit
 - c) Suspension (i.e. military service or other)
 - d) Reinstatement
 - e) Cancellation
 - f) Corrections
 - g) Step Upgrades
 - h) Probation Completion date
 - i) Other (i.e., name changes, address)
 - j) Training Agent Cancellation
3. The sponsor commits to 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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4. The sponsor shall 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.
5. The sponsor has the obligation and responsibility to provide, insofar as possible, reasonably 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 program 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 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.
6. 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.
7. The sponsor shall hear and decide all complaints of violations of apprenticeship agreements.
8. Upon successful completion of apprenticeship, as provided in these standards, and passing the examination that the sponsor may require, the sponsor will recommend the WSATC award a Certificate of Completion of Apprenticeship. The sponsor will make an official presentation to the apprentice who has successfully completed his/her term of apprenticeship.

D. Training Agent Management:

1. The sponsor shall offer training opportunities for apprentices by ensuring reasonable and equal working and training conditions are applied uniformly to all apprentices. The sponsor shall provide training at an equivalent cost to that paid by other employers and apprentices participating in the program. The sponsor shall not require an employer to sign a collective bargaining agreement as a condition of participation.
2. The sponsor must determine whether an employer can adequately furnish proper on the job training to an apprentice in accordance with these standards. The sponsor must also require any employer requesting approved training status to complete an approved training agent agreement and to comply with all federal and state apprenticeship laws, and these standards.

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3. The sponsor will submit training agent agreements to the Department with a copy of the agreement and/or the list of approved training agents within thirty calendar days from the effective date. Additionally, the sponsor must submit rescinded training agent agreements to the Department within thirty calendar days of said action.

E. Committee governance (if applicable): (see WAC 296-05-009)

1. 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. If the committee does not indicate its definition of quorum, the interpretation will be “50% plus 1” of the approved committee members. The sponsor must also provide the following information:

- a. Quorum: **50% plus 1 of the approved committee members**
- b. Program type administered by the committee: **Individual Joint**
- c. The employer representatives shall be:

Josh Gamez
(Chair)
4515 25th AveNE
Seattle, WA 98105

Dennis Garberg
4515 25th AveNE
Seattle, WA 98105

Page Russell
4515 25th AveNE
Seattle, WA 98105

Lance Hendrix
4515 25th AveNE
Seattle, WA 98105

Eric A. Johnson
4515 25th AveNE
Seattle, WA 98105

Eric Yerxa
4515 25th AveNE
Seattle, WA 98105

- d. The employee representatives shall be:

Paula Lukaszek
(Secretary)
4515 25th AveNE
Seattle, WA 98105

Carl Woods
4515 25th AveNE
Seattle, WA 98105

Eric E. Johnson
4515 25th AveNE
Seattle, WA 98105

Jesse Malinowski
4515 25th AveNE
Seattle, WA 98105

Taylor Tebbs
4515 25th AveNE
Seattle, WA 98105

Ken Clark
4515 25th AveNE
Seattle, WA 98105

F. Plant programs

For plant programs the WSATC or the Department designee will act as the apprentice representative. Plant programs shall designate an administrator(s) knowledgeable in the process of apprenticeship and/or the application of chapter 49.04 RCW and chapter 296-05 WAC and these standards.

The designated administrator(s) for this program is/are as follows:

N/A

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 reviewed by the main committee. Subcommittees authorized to upgrade apprentices and/or conduct disciplinary actions must be structured according to the same requirements for main committees.

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.

**Page Russell, Assistant Director of
Training, UW Facilities
4515 25th Ave NE
Seattle, WA 98105**

For L&I Staff Use Only

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Teri Gardner 5-19-25

L&I Apprenticeship Consultant

L&I Admin

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



Journey Level Wage Rate

From which apprentices' wage
rates are computed

TO: Washington State Apprenticeship & Training Council

FROM: University of Washington Facilities Apprenticeship Committee

Occupation:	County(ies):	Journey Level Wage Rate:	Effective Date:
Motor Equipment Mechanic	King County	\$33.84/hr	5/15/2025
		\$	
		\$	
		\$	

Sponsors must submit the journey-level wage at least annually or whenever changed to the Department.

Form must be signed by Committee Chair and Secretary or Program's Authorized Signer

<input type="checkbox"/> Chair	Date	<input type="checkbox"/> Secretary	Date
<input checked="" type="checkbox"/> Authorized Signer	5/16/2025		
Print Name: Page Russell	Print Name:		
Signature: 	Signature:		

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<i>SLO 5/16/2025</i>	<i>Teri Gardner 5-19-25</i>
L&I Apprenticeship Consultant	L&I Admin

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



Apprenticeship Related/Supplemental Instruction (RSI) Plan Review


Program Name University of Washington Facilities Apprenticeship Committee	
Occupation Motor Equipment Mechanic	
Term/OJT Hours 2000	Total RSI Hours 144
Training Provider Curriculum provided by ASE accredited training providers.	

By the signature placed below, the **program sponsor** agrees to provide the prescribed RSI for each registered apprentice and assures that:


1. The RSI content and delivery method is and remains reasonably consistent with the latest occupational practices, improvements, and technical advances.
2. The RSI is coordinated with the on-the-job work experience.
3. The RSI is provided in safe and healthful work practices in compliances with WISHA and applicable federal and state regulations.
4. The RSI Plan is maintained, updated and submitted to the Department a minimum of once every 5 years (WSATC Policy 2015-01; rev, 10-21-21).
5. The RSI will be conducted by instructors who meet the qualification of the "competent instructor" as described in WAC 296-05-003:
 - a. Has demonstrated a satisfactory employment performance in her/her occupation for a minimum of three years beyond the customary learning period for that occupation; and
 - b. Meets the State Board for Community and Technical Colleges requirements for a professional technical instructor (see WAC 131-16-080 through -094), or be a subject matter expert, which is an individual, such as a journey worker, who is recognized within the industry as having expertise in a specific occupation; and
 - c. 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 the related technical instruction.
6. If using alternative forms of instruction, such as correspondence, electronic media, or other self-study, instruction shall be clearly defined.

Signatures on next page

Form must be signed by Committee Chair *and* Secretary or Program's Authorized Signer

<input type="checkbox"/> Chair	Date	<input type="checkbox"/> Secretary	Date
<input checked="" type="checkbox"/> Authorized Signer	5/16/25		
Print Name: Page Russell		Print Name:	
Signature: 		Signature:	

Training Provider Signature

Approved By (Print Name): Page Russell	Title: Assistant Director of Training
Signature of the Training Provider: 	
Date: 5/16/2025	

If additional training providers are needed, go to page 4.

SBCTC

Print Name:	Title:
Signature of the Program Administrator:	
Date:	
<input type="checkbox"/> SBCTC recommends approval <input type="checkbox"/> SBCTC recommends return to sponsor	

Program Name UW Facilities Motor Equipment Mechanic ApprenticeshipError! Not a valid bookmark self-reference.Error! Not a valid bookmark self-reference.	Occupational Objective Train skilled Motor Equipment Mechanics
--	---

Note: The description of each element must be in sufficient detail to provide adequate information for review by the SBCTC and Review Committee. To add more elements, click on the plus sign that appears below the "Description of Element/Course" field.

Describe minimum hours of study per year in terms of (check one):

- ☐ 12-month period from date of registration.
☐ Defined 12-month school year.
☒ 2,000 hours of on-the-job training.

Element/Course: UWF Shop Safety	Planned Hours: 4
Mode of Instruction (check all that apply) <input type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> Online <input type="checkbox"/> Self-Study Provided by: Shop Lead/Supervisor	
Description of element/course: General shop safety procedures. Environmental and hazmat considerations. Safe lifting and vehicle hoisting. Equipment and materials handling.	

Element/Course: ASE Test Prep Book	Planned Hours: 10
Mode of Instruction (check all that apply) <input type="checkbox"/> Classroom <input type="checkbox"/> Lab <input type="checkbox"/> Online <input checked="" type="checkbox"/> Self-Study Provided by: Guide Book	
Description of element/course: Published book designed to assist/guide individuals towards successful testing in ASE certifications.	

Element/Course: Ford Motors Training Program	Planned Hours: 40
Mode of Instruction (check all that apply) <input type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input checked="" type="checkbox"/> Online <input type="checkbox"/> Self-Study Provided by: Online 30 hrs., Lab 10 hrs.	
Description of element/course: <ul style="list-style-type: none"> Basic engines operation, component operation, tools, and test used for diagnosis Electronic Steering & Suspension, Base Steering & Suspension, Noise Vibration & Harshness Principles & Diagnosis Electrical System Diagnosis, Basic Electrical Theory & Operation, Batteries, Starting & Charging Systems Theory & Operation Operation, service and diagnostic processes for heating, air distribution, and air conditioning systems Operation, diagnosis, and proper service procedures of the Manual Transmission and Transaxle Disassembly, assembly, inspection, measuring, and critical adjustment procedures on Automatic Transmissions General Brakes Diagnosis & Repair, Anti-Lock Brakes Diagnosis & Repair and Brake Systems Overview 	

Element/Course: Nissan Motors Training Program	Planned Hours: 40
Mode of Instruction (check all that apply) <input type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input checked="" type="checkbox"/> Online <input type="checkbox"/> Self-Study Provided by: Online 30 hrs., Lab 10 hrs.	
Description of element/course: <ul style="list-style-type: none"> Automatic Transmission Operation and Diagnosis CVT Operation, Diagnosis, & Repair 	

<ul style="list-style-type: none"> • Introduction to Basic Electrical Concepts • Manual Transmission Operation and Diagnosis • Evaporative System Leak Diagnosis • Engine Mechanical Operation and Diagnosis • Introduction to HVAC Systems • Introduction to Driveline Systems • Introduction to Engine Control Systems • Introduction to EV Technologies
--

Element/Course: ACDelco (GM) Training Program	Planned Hours: 40
Mode of Instruction (check all that apply) <input type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input checked="" type="checkbox"/> Online <input type="checkbox"/> Self-Study	
Provided by: Online 30 hrs., Lab 10 hrs.	
Description of element/course: <ul style="list-style-type: none"> • Engine Mechanical • Automatic Transmission • Manual Transmission / Driveline • Suspension / Steering • Brakes • Electrical / Electronic Systems • Heating and Air Conditioning • Engine Performance • Light Duty Diesel • Alternative Propulsion. 	

Element/Course: ASE Study Guide, G1 Series	Planned Hours: 10
Mode of Instruction (check all that apply) <input type="checkbox"/> Classroom <input type="checkbox"/> Lab <input checked="" type="checkbox"/> Online <input type="checkbox"/> Self-Study	
Provided by: National Institute for Automotive Service Excellence (ASE)	
Description of element/course: PDF test study guide provided by the authors of the ASE tests.	

Enter any content that you want to repeat, including other content controls. You can also insert this control around table rows in order to repeat parts of a table.

Additional Training Providers (if necessary)

Click or tap here to enter text.

Print Name Training Provider

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Title of Training Provider

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Organization of Training Provider

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Organization of Training Provider

SLO 5/8/25

Teri Gardner 5-19-25



To Whom It May Concern,

Employee Representative Committee Selection Process

University of Washington Facilities Apprenticeship Committee, Motor Equipment Mechanic

UW Facilities Apprenticeship Committee membership is directed by the existing collective bargaining agreement. Labor and management will each select their representatives per that agreement and any MOUs in place governing the same.

Sincerely,

A handwritten signature in black ink that reads 'Josh Gamez'.

Josh Gamez
Executive Director
UW FACILITIES

UNIVERSITY of WASHINGTON

Box 354282 4515 25th Ave NE Seattle, WA 98105

206.685.9452 fstrain@uw.edu facilities.uw.edu

SO 6/2/25

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Teri Gardner 5-19-25
L&I Admin

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



Apprenticeship Committee Representative Qualifications

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

Name of Program
University of Washington Facilities Apprenticeship Committee

Committee Representative Name
Carl Woods

Committee Representative Signature

Carl Woods

☐ Employer Representative ☒ Employee Representative (Does not have the authority to hire or fire)

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
	University of Washington	08/96	Present

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification
Pre-Apprentice Job Corp	1983	Painting	Precert
Local 300	1987	Painting	Journey

Other Technical Certifications or Licenses Held

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Name of Program
University of Washington Facilities Apprenticeship Committee

Committee Representative Name
Dennis Garberg

Committee Representative Signature

☒ Employer Representative ☐ Employee Representative (Does not have the authority to hire or fire)

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Director	University of Washington	9/2024	Present
Manager	University of Wahington	2019	2024
Supervisor	University of Washington	2004	2019
Lead	University of Washington	1997	2004
SteamFitter	University of Washington	1990	1997

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification
LU 598 Plumber Pipefitter	1986	Apprenticeship	Journeyman
Columbia Basin College		AA	

Other Technical Certifications or Licenses Held

BAT Back-flow Lic. Cert AHERA Asbestos tester, Worker/Supervisor, AS1 Seattle fire Lic. Test & Install

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Teri Gardner 5-29-25
Teri Gardner 5-19-25
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Apprenticeship Committee Representative Qualifications

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

Name of Program University of Washington Facilities Apprenticeship Committee

Committee Representative Name Eric E. Johnson	Committee Representative Signature
<input type="checkbox"/> Employer Representative <input checked="" type="checkbox"/> Employee Representative (Does not have the authority to hire or fire)	

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Lead	Shop 56 Construction/ University of Washington	09/24	Present
Installer	Shop 56 Construction/ University of Washington	04/2010	09/2024
Installer	Kollmar Sheetmetal	02/2000	02/2010

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification
Edmonds Community College		Management	Degree
Local 300	06/90	Drafting, Architectural	Degree

Other Technical Certifications or Licenses Held

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Apprenticeship Committee Representative Qualifications

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

Name of Program University of Washington Facilities Apprenticeship Committee

Committee Representative Name Eric Johnson	Committee Representative Signature <i>Eric Johnson</i>
<input checked="" type="checkbox"/> Employer Representative <input type="checkbox"/> Employee Representative (<i>Does not have the authority to hire or fire</i>)	

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Assoc. Director	Transportation Services	11/17	Current

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification
University of Minnesota - Moorhead	3/87	Business Administration	BS

Other Technical Certifications or Licenses Held

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Apprenticeship Committee Representative Qualifications

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

Name of Program University of Washington Facilities Apprenticeship Committee

Committee Representative Name Eric Yerxa	Committee Representative Signature
<input checked="" type="checkbox"/> Employer Representative <input type="checkbox"/> Employee Representative (Does not have the authority to hire or fire)	

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Supervisor	University of Washington	09/16	Present
Electrician Lead	University of Washington	10/13	09/16
Project Mgr	Prime Electric	03/11	10/13
Project Coord	Fox Electric	07/10	12/10
Electrician	Various Electrical Contractors	08/02	05/10

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification
Puget Sound Electrical JATC	02/10	Electrical Apprenticeship	Certificate
South Seattle Community College	02/10	Multi-Occupational Trades	Degree
Green River Community College	05/04	General Studies	N/A

Other Technical Certifications or Licenses Held

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Apprenticeship Committee Representative Qualifications

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

Name of Program University of Washington Facilities Apprenticeship Committee

Committee Representative Name Jesse Malinowski	Committee Representative Signature
<input type="checkbox"/> Employer Representative <input checked="" type="checkbox"/> Employee Representative (Does not have the authority to hire or fire)	

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Lead Electrician	University Of Washington Shop 56	3/2024	3/2025
Electrician	University Of Washington Shop 56	05/23	03/24
Wireman/Elect	IBEW 46 Contractors	05/16	05/23

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification
PSEJATC- IBEW 46	06/2021	Wireman Electrician	CERT

Other Technical Certifications or Licenses Held

EL01

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Apprenticeship Committee Representative Qualifications

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

Name of Program

University of Washington Facilities Apprenticeship Committee

Committee Representative Name
Joshua Gamez

Committee Representative Signature

☒ Employer Representative ☐ Employee Representative (Does not have the authority to hire or fire)

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Assoc VP*	UW Facilities Operations; *interim position	11/24	Present
Exec Director	UW Facilities Maintenance & Construction	04/23	11/24
Chief Facilities	Beaverton School District	08/19	03/23
Various**	U.S. Navy; **various positions in constr mgmt and public works	04/98	08/19

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification
University of Texas	06/03	Construction Engr and Proj Mgt	MSE
University of Washington	11/97	Mechanical Engineering	BSE

Other Technical Certifications or Licenses Held

Licensed Professional Engineer in the state of WA

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Apprenticeship Committee Representative Qualifications

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

Name of Program University of Washington Facilities Apprenticeship Committee

Committee Representative Name Ken Clark	Committee Representative Signature
<input type="checkbox"/> Employer Representative <input checked="" type="checkbox"/> Employee Representative (Does not have the authority to hire or fire)	

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Maintenance	University of Washington	06/18	Present
Glazier	University of Washington	09/15	06/18
Glazier/fab	Seattle Stained Glass	04/07	09/15

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification

Other Technical Certifications or Licenses Held

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Apprenticeship Committee Representative Qualifications

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

Name of Program
University of Washington Facilities Apprenticeship Committee

Committee Representative Name
Lance Hendrix

Committee Representative Signature

☒ Employer Representative ☐ Employee Representative (Does not have the authority to hire or fire)

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Manager	University of Washington	12/2020	Present
Supervisor	University of Washington	4/2013	12/2020
Plumber Lead	University of Washington	03/2011	04/2013
Plumber	University of Washington	09/2006	03/2011
Plumber	United Association of Plumbers Local 26	04/1988	09/2006

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification
Plumber Apprenticship	9/1993	Plumbing/Pipefitting	Journeyman F

Other Technical Certifications or Licenses Held

Backflow Testing Certification

Medical Gas Piping Certification
Cross Connection Water Quality

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**Apprenticeship Committee
Representative Qualifications**

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

Name of Program
University of Washington Facilities Apprenticeship Committee

Committee Representative Name
Page Russell

Committee Representative Signature

☒ Employer Representative ☐ Employee Representative (Does not have the authority to hire or fire)

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Asst. Dir of Train	University of Washington	09/15	current
Marketing Mana	Anheuser-Busch	01/15	09/15
Store Manager	Starbucks	08/13	12/15
Shipping Superv	Food Services of America	08/11	12/12

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification
Master's - Western Governor's University	04/16	Business Administration	Masters
Bachelors - University of Washington	06/09	Philosophy	Bachelors

Other Technical Certifications or Licenses Held

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L&I Admin



Apprenticeship Committee Representative Qualifications

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

University of Washington Facilities Apprenticeship Committee

Paula Lukaszek

Paula Lukaszek

Employer Representative Employee Representative (*Does not have the authority to hire or fire*)

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Plumber	University of Washington	06/03	03/25

Education History

Name of Training and/or School	Completed Date	Program of Study	Degree or Certification
Local 32 Plumbers and Pipefitters	06/78	Plumbing	Journey

SO 6/2/25

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L&I Apprenticeship Consultant	Teri Gardner 5-19-25 L&I Admin

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Apprenticeship Committee Representative Qualifications

The Apprenticeship Committee is responsible for the day-to-day operations of the apprenticeship and training program and operating the program consistent with the standards of apprenticeship. Pursuant to WAC 296-05-009, the Representative listed below shall be familiar with the applicable apprenticeship standards.

Name of Program University of Washington Facilities Apprenticeship Committee

Committee Representative Name Taylor Tebbs	Committee Representative Signature <i>Taylor Tebbs</i>
<input type="checkbox"/> Employer Representative <input checked="" type="checkbox"/> Employee Representative (Does not have the authority to hire or fire)	

Work Experience

Position (most recent first)	Employer / Organization	From (mm/yy)	To (mm/yy)
Mechanic Lead	University of Washington	11/23	present
Boiler Tech	University of Washington	9/24	11/23
Machinist	University of Washington	8/22	9/24
Machinist	Wilson Marine Works	6/2017	8/22

Education History

Name of Training and/or School (most recent first)	Completed Date (mm/yy)	Program of Study	Degree or Certification
Boiler School RTC	09/24	Boilers Grade 3	

Other Technical Certifications or Licenses Held

Engineer grade 3 steam

To Whom It May Concern,

Plan for Sustainability of University of Washington Facilities Apprenticeship Committee, Motor Equipment Mechanic.

Program Funding

The University of Washington Facilities department has allocated funding specifically for this apprenticeship program as part of its operating expenses. This commitment underscores our long-term vision to train and develop skilled Motor Equipment Mechanics to support the university's needs.

Operational & Administrative Capacity

- Administrative Duties: Program administration will be managed by UW Facilities staff, ensuring smooth operation and alignment with departmental goals.
- Instruction: On the job training will be delivered by qualified industry professionals from within UW Facilities, who will be compensated through their regular employment. Related Supplemental Instruction will be provided per the program's Related Supplemental Instruction plan and paid by the University.
- Curriculum and Materials: Apprentices will have access to comprehensive training materials and resources, funded by UW Facilities. This may include textbooks, manuals, digital assets, and/or safety equipment.
- Space and Equipment: The apprenticeship program will utilize existing UW Facilities workshop spaces and equipment.
- Insurance and Compliance: Liability coverage and insurance for apprentices will be provided under UW's existing policies, ensuring a safe and compliant training environment.

Continued Investment in Apprenticeship Resources

As part of our commitment to program longevity, UW Facilities will regularly assess and invest in additional resources as required to maintain the quality of the apprenticeship. This may include updates to training equipment, new instructional materials, and enhanced training methodologies to stay current with industry standards.

Sincerely,



Josh Gamez
Executive Director
UW FACILITIES

UNIVERSITY of WASHINGTON

Box 354282 4515 25th Ave NE Seattle, WA 98105
206.685.9452 fstrain@uw.edu facilities.uw.edu