

STATE OF OREGON  
APPRENTICESHIP AND TRAINING COUNCIL

LU 112 NECA ELECTRICAL JATC  
MA# 6004

1. The occupation to be taught under these standards is:

Inside Electrician - Construction  
(ELECTRICIAN)  
DOT#: 824.261-010  
State License: General Journeyman

MINIMUM QUALIFICATIONS FOR APPLICANTS

2. An individual may become an apprentice by any of the following means:
  - a. A pool of eligible applicants shall be established consisting of individuals who qualify for oral interview. To qualify for an oral interview an applicant must meet the following basic requirements:
    1. Must be at least 18 years of age.
    2. Must be a high school graduate with a 2.0 GPA or have a GED of 250 points.
    3. Must have completed one full year of high school algebra or equivalent post high school algebra course(s) with a grade of 'C' or better, OR must present current math placement test results from a community college facility indicating a placement level beyond high school level algebra.
    4. Must provide high school and/or post high school transcripts showing courses and grades.
    5. Obtain a qualifying score, using the electrical trade's aptitude test developed and validated by the American Institutes for Research.
  - b. An employee of a non-signatory employer not qualifying as a journeyman when the employer becomes signatory shall be evaluated by the JATC and indentured at the appropriate period of apprenticeship based on previous work experience and related training.
  - c. An individual not qualifying as a journeyman who signs an authorization card during an organizing effort wherein over fifty percent of the employees have signed, shall be evaluated by the JATC and indentured at the appropriate period of apprenticeship based on previous work experience and related training, whether or not the employer becomes signatory.
- Note: i. Applicants who are accepted as apprentices into the program will be required by their employer to take a substance abuse test.

- ii. A \$25.00 non refundable application fee will be charged. Individuals with incomes below 150% of the federal poverty guidelines may apply for a fee waiver.

### GEOGRAPHICAL AREA

- 3. These standards apply to the geographic area of Baker, Gilliam, Grant, Morrow, Umatilla, Union, Wallowa and Wheeler Counties in the State of Oregon.

### HOURS OF EMPLOYMENT

- 4. A minimum of 8,000 hours of on-the-job training is required for completion of apprenticeship.

### WORK PROCESSES AND APPROXIMATE HOURS

- 5. The work processes to be learned and both the minimum and maximum work experience hours that may be credited for each are:

	Minimum	Maximum
a. Stock room and material handling	100 hours	300 hours
b. Residential Wiring	1,000 hours	3,000 hours
c. Commercial Installations	1,000 hours	3,500 hours
d. Industrial Installations	1,000 hours	2,000 hours
e. Specialized Systems	1,000 hours	1,500 hours
f. Underground Construction	100 hours	300 hours
g. Trouble Shooting and Maintenance	250 hours	750 hours
h. Finishing and Fixture Hanging	50 hours	150 hours

In addition to the work experience hours required in a. through h. apprentices may receive credit in the following processes:

i. Remodel and finish work	500 hours	1,500 hours
j. Services and equipment	200 hours	1,500 hours
k. Branch circuits (rough-in and trim)	500 hours	1,000 hours
l. Conduit, flex, romex boxes & heating	100 hours	300 hours
m. Wire pulling and taps	100 hours	<u>300 hours</u>

TOTAL 8,000 hours

The Committee realizes that the completion of 8,000 hours on-the-job training is the ideal, but recognizes that most apprentices will not be able to fulfill the total amount of hours specified in each and every work process as set forth in the standards.

All work shall be performed under the supervision of a journeyman. Supervision should not be of such nature as to prevent the development of responsibility and

initiative.

Sixth period (fifth year) apprentices with 6,500 hours OJT may be permitted to perform electrical construction work without the direct supervision of a journeyman after the committee has reviewed the apprentice's progress and authorized the apprentice to work with limited supervision. Such apprentices shall not supervise the work of others.

### RELATED TRAINING

6. A minimum of 180 hours of related training shall be required each year. Related training must cover the following subjects and must be completed with a grade of 'C' or better for graded classes or 'Pass' for non-graded classes.

The National Joint Committee material will be used with special emphasis on safety training. Additionally, CPR and skill training will be required.

Related training hours are in addition to the 8,000 OJT hour requirement.

The first year apprentice will be required to complete a formal first aid class, taught by a certified instructor, in addition to the required hours of related instruction. The apprentice will be required to have a valid first aid card in order to complete the program. The apprentice will be required to have a valid first aid card in order to complete the program. The time spent in this classroom instruction shall be in addition to the required hours of on-the-job training and other related training.

### WAGE SCHEDULE

7. The average wage for those journeymen employed by the participating employer in the occupation on **June 1, 2003** is **\$29.25** per hour. The progressive wage rate to be paid the apprentice is:

Period	Minimum OJT Hours		Related Training Completed
1	0-1,000	45% of average wage	
2	1,001-2,000	50% of average wage	1st year
3	2,001-3,500	55% of average wage	2nd year
4	3,501-5,000	65% of average wage	3rd year
5	5,001-6,500	75% of average wage	4th year
6	6,501-8,000	85% of average wage	5th year

The average wage in this occupation will be updated by this committee at least annually and will be recorded in the minutes of the committee.

## RATIO

8. The number of apprentices shall not exceed a ratio of one apprentice to the first one verified licensed Inside Electrical journeyman in full employment on the job in order to assure adequate training and supervision. Additional apprentices are authorized at the rate of one to two additional verified licensed Inside Electrical journeymen.

However, on the job or in the shop, the ratio may be modified as per the labor agreement.

## PROBATIONARY PERIOD

9. The probationary period shall be 2000 hours and the successful completion of one year of related classroom instruction. During such period, either party to the agreement may terminate the apprenticeship agreement upon written notice to the Apprenticeship Division of the Bureau of Labor and Industries.

## AFTER THE PROBATIONARY PERIOD

10. The apprenticeship agreement may be canceled at the request of the apprentice or may be suspended, canceled or terminated by the Committee for good cause, with due notice to the apprentice and a reasonable opportunity for correction and with written notice to the apprentice and to the Apprenticeship Division of the Bureau of Labor and Industries of the final action taken by the Committee.

## DUTIES OF AN APPRENTICE

11. The apprentice is required to sign an apprenticeship agreement and apply oneself both on the job and in the related training program and continually strive to become a skilled journeyman. The apprentice must not miss work or related training classes except for good cause. The apprentice must comply with the provisions of these standards and any applicable agreement.

## MINIMUM QUALIFICATIONS OF AN EMPLOYER

12. The minimum qualifications of an employer in apprenticeship facilities, training and working conditions are:

The employer must have and maintain at all times sufficient plant facilities, equipment and fully trained journeymen to train in the work processes and comply

with the provisions of these standards. A valid certification by the appropriate apprenticeship committee that the employer is an appropriate training agency shall be prima facie proof of compliance with this section.

Working conditions of apprentices shall conform with all laws and regulations affecting their health, welfare and safety.

### DUTIES OF AN EMPLOYER

13. The employer shall take all steps necessary to see that each apprentice works under and with competent journeymen in the occupation for which the apprentice is being trained and is assigned to working and learning tasks so that the apprentice masters the on-the-job training and related instruction.

The employer must comply with the provisions of these standards and any agreement applicable to the sponsor's program. The employer, on forms approved by the Council, must make regular reports to the appropriate apprenticeship committee.

### NONDISCRIMINATION IN SELECTION AND EMPLOYMENT

14. The recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin or sex. The sponsor will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, Part 30, and Equal Employment Regulation of the Oregon State Apprenticeship and Training Council.

### APPROVED BARGAINING AGREEMENT

15. If the apprentice job is covered by a collective bargaining agreement, the lawful provisions thereof shall supplement, or prevail over, these standards if there is a conflict between the bargaining agreement and standards. The employer or employer's association shall simultaneously furnish to the union, if any, which is the collective bargaining agent of the employees to be trained, a copy of its application for registration and of the apprenticeship program, etc.

### PERIODIC REVIEW, EVALUATION AND MAINTENANCE OF PROGRESS RECORDS

16. It shall be the duty of the sponsor to review and evaluate the apprentice's progress in job performance and related instruction; and the maintenance of appropriate progress records. The basic evidence of such advancement shall be the record of

the apprentice's progress on the job and during related instruction. If such progress is not satisfactory, the sponsor shall have the right to withhold their periodic wage advancements, suspend or revoke the Apprenticeship Agreement, or make such recommendations, it feels desirable. A recordkeeping system shall be established by the sponsor for such purposes.

#### CREDIT FOR PREVIOUS EXPERIENCE

17. Applicants accepted by the sponsor, who have creditable experience in the skilled occupation or in some other related capacity, may be granted advance standing as apprentices with commensurate wages for any progression steps so granted.

#### TRANSFER OF APPRENTICES AND CONTINUITY OF EMPLOYMENT

18. It shall be the obligation and responsibility of the sponsor to provide insofar as possible, continuous employment for all apprentices in its program. If unable to provide apprentices the diversity of experience necessary for all-around training and experience in the various processes of the occupation, as set forth in the apprenticeship agreement; or where the sponsor's business is of such character as not to provide reasonably continuous employment, the sponsor may arrange for transferring their training obligation to another employer under the same program with consent of the apprentice and apprenticeship committee or program sponsor. If, for any reason, a lay-off of an apprentice occurs, the apprenticeship agreement shall remain in effect, unless canceled by the sponsor.

#### CERTIFICATE OF COMPLETION

19. Upon successful completion of apprenticeship, as set forth in these standards, and passing such examination as the sponsor may require, sponsor shall recommend that the registration agency issue a Certificate of Completion of apprenticeship.

#### MODIFICATIONS, CANCELLATION AND DEREGISTRATION OF PROGRAM

20. These standards may be modified or changed, for the betterment of the apprenticeship system, by submitting proposed modification(s) or change(s), in writing to the registration agency for approval.

Cancellation and deregistration of the program may be accomplished voluntarily, by a written request from the sponsor to the registration agency, or by formal deregistration proceedings.

### REGISTRATION AGENCY RECORD REQUIREMENTS

21. It shall be the responsibility of the sponsor to establish and maintain such apprenticeship records as may be required by the registration agency and other applicable laws.

### APPRENTICESHIP AGREEMENT

22. Each apprentice (and, if under eighteen (18) years of age, the parent or guardian) shall sign an Apprenticeship Agreement with the sponsor, who shall then register such agreement with the registration agency before employment or attendance at related instruction classes. Following such registration, all signatory parties thereto shall receive copies. Specifically, or by reference, the apprenticeship agreement shall incorporate these standards of apprenticeship.

### AUTHORIZED REGISTRAR

23. Name and address of authorized representative and agency identification of registration agency:

Bureau of Labor and Industries  
Apprenticeship and Training Division  
800 NE Oregon #32  
Portland, OR 97232

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