

APPRENTICESHIP STANDARDS
(UNILATERAL - SINGLE EMPLOYER)

NAME OF PROGRAM SPONSOR _____

STREET ADDRESS _____ CITY _____ ZIP CODE _____ COUNTY _____
CITY _____ DOT CODE _____

The administration and operation of this apprenticeship program shall be supervised by the party signatory to these standards or a designated authorized representative. The apprenticeship program shall be subject to the review and approval by the Chief, Division of Apprenticeship Standards

Term of apprenticeship: _____ hours, the first _____ hours of which shall be a probationary period.

Ratio: The program sponsor may employ one apprentice when he has a least _____ journeymen employed and one additional apprentice for every _____ additional journeymen regularly employed.

Wage Schedule: Apprentices shall be paid not less than the following percentages of the current journeyman's rate, which as of _____ is \$ _____ per _____

(Straight time hours per day _____ per week _____)

Overtime Compensation: _____

Period	% and Amount	Period	% and Amount	Period	% and Amount
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Other Compensation _____

Hours of related instruction _____ per year. Required school time shall/shall not be compensated. If compensated rate shall be: _____

Work processes to be learned: (See attachment A)

Responsibilities of program sponsor: The program agrees to: (1) select apprentices on the basis of qualifications through fair and impartial procedures applied uniformly to all applicants, as required under Title 29 of the Code of Federal Regulations, Part 30 and by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, chapter 2; (2) provide reasonably continuous employment to all apprentices in its employ; (3) provide the diversified training scheduled herein under competent trainers, including safety training through the program and first aid training, either in conjunction with the apprentices, related instruction classes or otherwise as appropriate; (4) provide the related instruction where not provided by the local schools; (5) maintain a record of each apprentice's work training, related instruction and program herein; (6) file a copy of each apprentice agreement with the Secretary of the California Apprenticeship Council; (7) grant apprentice credit for previous experience; and (8) consult with the representative of the Administrator prior to the discipline or discharge of apprentice. (9) provide training in the recognition of illegal discrimination and sexual harassment.

EDUCATION _____

The recruitment, selection, employment, and training of apprentices during their apprenticeship, shall be without discrimination on the basis of race, color, religion, national origin or sex. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for both minorities and women and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, Part 30, and equal employment opportunity regulation of the State of California.

Apprentice Agreements: Apprentices shall be at least 16 years of age. An apprentice is one who has signed an individual apprentice agreement with the program sponsor under these standards, which agreement has been approved by the Chief of his duly authorized representative and filed with the California Apprenticeship Council. Apprentice agreements may be cancelled by the Chief during the probationary period at the request of either party; after the probationary period apprentice agreements shall be cancelled by the Administrator by mutual consent of the parties or for good and sufficient reason. An apprentice agreement shall remain in effect during a lay-off unless cancelled.

Hours and working conditions: The regular work day, work week and other working conditions for apprentices shall conform to all applicable laws and regulations. Overtime shall not interfere with nor impair training nor be detrimental to the health and safety of the apprentice.

Responsibilities of apprentices: Each apprentice shall satisfactorily perform all work and learning assignments, and complete a course of related instruction, as determined in accordance with California Labor Code Section 3078(d). There shall be no liability on the part of the employer for an injury sustained by an apprentice engaged in school work at a time when employment of the apprentice has been temporarily or permanently terminated.

Disciplining of apprentice: Disciplinary proceedings for apprentices shall be duly noticed to such individuals. The Division of Apprenticeship Standards shall audit all such proceedings. All controversies or differences concerning an apprentice agreement which cannot be adjusted locally, shall be submitted to the Administrator of Apprenticeship for determination.

Certificate of completion: A certificate of completion will be issued by the California Apprenticeship Council to apprentices upon receipt of competent evidence of their satisfactory completion of apprenticeship hereunder.

Modification of standards: These standards shall be modified to conform to any changes in prevailing practice, conditions and wages in the area and the industry if and when such changes occur. Requests of the program sponsor for modification are subject to the approval of the Chief, Division of Apprenticeship Standards.

Where rules and regulations for governing the program are established by the program sponsors, a copy of such shall be provided to each apprentice.

The foregoing standards are hereby agreed to by the program sponsor as of _____ (date).

By _____ Title _____ (date).

Sponsors designee authorized to administer the apprenticeship program:

NAME TITLE/DEPT.

NAME TITLE/DEPT.

The foregoing standards, being in conformity with the rules and regulations of the California Apprenticeship Council, California Code of Regulations, and applicable Federal Regulations are hereby approved on _____ effective _____.

By: _____
Apprenticeship Consultant
(Authorized Representative of Administrator)

Chief
Division of Apprenticeship Standards

Address: _____

Veterans: The program sponsor further hereby applies and agrees to train eligible veteran apprentices in its employ on the terms and conditions set forth in the "Montgomery GI Bill", and to file documents required by the Veterans Administration and the Division of Apprenticeship Standards for the purpose of entering and maintaining veterans in its training program.

The foregoing Chapter 30 approval is hereby agreed to by the program sponsor as of _____ (date)

By: _____ Title: _____