

STANDARDS

LOCAL APPRENTICESHIP AND TRAINING STANDARDS

FOR THE

Santa Clara County

Electrical Joint Apprenticeship and Training Committee

Representing the

Silicon Valley Chapter

National Electrical Contractors Association, Inc.

and

Local Union No. 332

International Brotherhood of Electrical Workers

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ADOPTED, APPROVED AND REGISTERED AS REFLECTED ON THE SIGNATURE PAGE OF THIS DOCUMENT

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FOREWORD-

The terms Journeyman, Journeyman Wireman, and Craftsmanship, as used in these Standards, are meant to define a recognized level of competency and include both male and female.

The science of electricity is constantly changing and expanding at an ever increasing rate. From its inception, the electrical industry has kept pace with new technologies and is now one of the largest industries in the United States. This rapid expansion means that the electrical apprentice must be given sound basic training in the knowledge of the trade, supplemented by sufficient instruction in the theories of electrical science.

The electrical trade is unique in that it is mechanical, technical and professional. In order to meet industry demands in an ever evolving technological environment, the electrical industry must select individuals who have the aptitude to learn and develop the knowledge, skills and abilities necessary to proficiently perform the individual job tasks associated with the work processes of the trade. The industry must select and train individuals who will diligently work and study to stay abreast of current and future emerging technologies.

The Electrical Industry, by its very nature, places a high degree of personal responsibility on each individual. While supervision is most often provided on the job, the electrical worker is constantly called upon to make decisions concerning proper performance methodology.

Today's electrical installations are very complex and highly sophisticated. Faulty installations often prove to be extremely expensive and hazardous. Much of the complex wiring involved in the work is hidden from view when the job is completed; any defect in this hidden work can cause serious damage and prove to be extremely costly. The well-trained electrical worker takes pride in the appearance of their work, and in its technical correctness and structural soundness.

The Joint Apprenticeship and Training Committee (JATC), representing the parties to the local Collective Bargaining Agreement (CBA) -- The National Electrical Contractors Association (NECA) and The International Brotherhood of Electrical Workers (IBEW) -- has dedicated its time to develop an efficient training program so the apprentice can, through a systematic program of schooling and on-the-job training, become a well-qualified electrical worker. The degree of success the JATC has in its operation will depend entirely upon the willingness of all local parties of the electrical industry to cooperate in this joint activity. Quality training remains a high priority with the IBEW and NECA.

All functions of the JATC shall be on the basis of a nonprofit endeavor. The JATC will adopt and promote nationally developed Apprenticeship Standards and Curricula to insure quality apprenticeship and training for the industry in the best interest of the apprentice, management, labor, the customer and the public.

DEFINITIONS

THE FOLLOWING DEFINITIONS APPLY TO TERMS AND ACRONYMS COMMONLY USED THROUGHOUT THIS DOCUMENT.

ACE - American Council on Education

ADMINISTRATOR OF APPRENTICESHIP The Director of Industrial Relations or his/her designee as per Sec. 3072 of the California Labor Code

APPRENTICE - A person who is covered by a written apprenticeship agreement with the JATC. The apprenticeship agreement shall be properly registered with the Secretary of the California Apprenticeship Council.

APPRENTICESHIP COMMITTEE - Those persons appointed by the NECA Chapter and the IBEW Local Union to administrate and operate the apprenticeship program.

APPRENTICESHIP AGREEMENT - A written agreement between an apprentice and his or her apprenticeship committee, which contains the terms and conditions of the employment and training of the apprentice.

APPRENTICESHIP PROGRAM - A plan (Standards of Apprenticeship) containing all terms and conditions for the qualification, recruitment, selection, employment and training of apprentices, including such matters as the requirement for a written apprenticeship agreement.

CANCELLATION - the termination of the apprenticeship agreement.

CBA - Collective Bargaining Agreement

CEU - Continuing Education Units

CPR - Cardiopulmonary Resuscitation

DIVISION OF APPRENTICESHIP STANDARDS State of California, Department of Industrial Relations, Division of Apprenticeship Standards.

DOL - U.S. Department of Labor

EEO - Equal Employment Opportunity

EMPLOYER - Any person or organization employing an apprentice whether or not such person or organization is a party to an apprenticeship agreement with the apprentice.

GED - General Education Development Certificate

IBEW - International Brotherhood of Electrical Workers

INDENTURE - The signing and registration of the apprenticeship agreement.

JATC - Joint Apprenticeship and Training Committee

NECA - National Electrical Contractors Association

NJATC - National Joint Apprenticeship and Training Committee for the Electrical Industry

OATELS - Office of Apprenticeship Training, Employer and Labor Services

OJT - On-The-Job Training

OSHA - Occupational Safety and Health Act

PROBATIONARY PERIOD - Defined period of time during which the apprenticeship agreement may be terminated by either party to the agreement upon written notice to Division of Apprenticeship Standards.

RELATED INSTRUCTION - An organized and systematic form of instruction designed to provide the apprentice with knowledge of the theoretical and technical subjects related to their trade.

SPONSOR - The JATC in whose name the local Standards of Apprenticeship are registered and that will be responsible for administering and operating the registered apprenticeship program.

#00137 February 2007

SECTION I - Purpose and Policy

The parties hereto declare it to be their purpose and policy to establish an organized, planned system of apprenticeship, conducted as a joint Labor/Management undertaking. These standards have, therefore, been adopted and agreed upon under the Shelley-Maloney Apprentice Labor Standards Act of 1939, as amended, to govern the employment and training of apprentices in the Trade defined herein, to become effective upon their approval.

<u>Trade</u>	<u>DOT Code</u>
Inside Wireman (Electrician)	824.261 010
Residential Wireman	824.261 01A

- A. The local apprenticeship and training program shall be administered by the Joint Apprenticeship and Training Committee (JATC). All parties and all apprentices shall conform to these Standards.
- B. All JATC Standards will be registered with, and approved by, the National Joint Apprenticeship and Training Committee (NJATC) prior to being submitted to the Division of Apprenticeship Standards and locally implemented.
- C. These Standards, after proper registration with the Division of Apprenticeship Standards, shall supersede all previous JATC Standards. However, Apprenticeship Agreements in force under preceding Standards shall remain in force unless changed by written consent of the apprentice, the JATC and the Division of Apprenticeship Standards.
- D. All entities and/or individuals cooperating in these Standards shall refer all matters involving any apprentice or pertaining to apprenticeship and training to the JATC. The JATC shall take action and dispose of all apprenticeship matters before action is reported to, or acted upon by, the sponsoring organizations (see Section XXI).

In the event the JATC cannot resolve an issue not covered by these Standards, the matter in dispute (excluding EEO complaints) shall be referred to the sponsoring parties for settlement. EEO complaints and non-CBA issues may be taken to the Administrator of Apprenticeship by either the JATC or the apprentice.

The provisions of these Standards shall not be construed as permitting violation of any applicable local, State or Federal law or regulation having the effect of law.

These Standards shall not be interpreted as being inconsistent with existing or subsequent CBA language establishing higher standards—the higher standard shall always prevail.

- E. The Jurisdictional area which these Standards cover is Santa Clara county.

SECTION II - Composition of Joint Committee

- A. The JATC for the **Inside Wireman** shall be composed of six (6) members: three (3) who are qualified and duly appointed in writing (See Appendix A) to represent the NECA Chapter, and three (3) who are qualified and duly appointed in writing to represent the IBEW Local Union. (Each party shall have equal representation). Members of the JATC shall be appointed in writing by the party they represent.

The JATC for the **Residential Wireman** shall be composed of six (6) members: three (3) who are qualified and duly appointed in writing (See Appendix A) to represent the NECA Chapter, and three (3) who are qualified and duly appointed in writing to represent the IBEW Local Union. (Each party shall have equal representation). Members of the JATC shall be appointed in writing by the party they represent.

- B. The term of office shall be for three (3) years. The term for one (1) employer representative and one (1) union representative shall expire each year on December 31. A committee member may be reappointed. Any reappointment shall also be in writing for the same specified term.
- C. The Committee shall select from its membership, but not both from the same party, a Chairman and a Secretary who shall retain voting privileges (as set forth in the basic CBA).
- D. Any vacancy created as a result of members leaving the JATC prior to the expiration of their appointment, shall be filled by the appropriate party to complete the unexpired term (the appointment shall be in writing).

Any JATC officer or member may be removed by the sponsoring organization upon recommendation of a majority vote of the JATC for dereliction of duty, breach of confidentiality or misconduct as a member/trustee. Such a recommendation shall be forwarded in writing to the proper sponsoring organization for action.

- E. A JATC member may also serve as a JATC trustee.
- F. JATC minutes shall reflect all appointments, reappointments, resignations and terminations of JATC members.
- G. Due to the confidential nature of apprenticeship agreements and apprentice records and issues, all JATC meetings are to be considered as "closed meetings," except where state law provides otherwise.
- H. The JATC shall also include one apprenticeship consultant representing the Division of Apprenticeship Standards. In addition thereto, there shall be one advisor from the local school district(s) and such other advisors, as the committee shall determine. Such advisors and the apprenticeship consultant shall act without vote. Other consultants and guests may be invited to attend meetings of the JATC (via invitational

acceptance or approved request), but shall have no official voice and no vote. There are to be no alternate or ex officio members of the JATC.

- I. The JATC may establish or authorize a joint subcommittee to be similarly constituted and appointed for training purposes to meet a specific need, such as a Residential subcommittee. Such subcommittees shall be established at the discretion of the JATC and shall remain in place until terminated by a majority vote of the JATC, or the Administrator of Apprenticeship Subcommittee members shall be appointed by the sponsoring parties in the same manner that JATC members are appointed. Members of a subcommittee may or may not be JATC members. Subcommittee members shall not serve as JATC trustees unless they also serve as JATC members.

SECTION III - Functions and Duties of the JATC

- A. The JATC shall, in conformity with the National Joint Apprenticeship and Training Committee's Standards and Policies and the local CBA, adopt and establish approved Standards, developing an efficient program of apprenticeship through systematic on-the-job training with related and supplemental instruction, and to supervise the administration and enforcement of these standards. And to adopt changes to these Standards, as necessary, subject to the approval of the parties hereto and the Chief of the Division of Apprenticeship Standards. The JATC shall also be responsible for the training of Journeymen and others.
- B. All funds for the operation of the apprenticeship and training program shall be held in a Trust Fund established by the IBEW Local Union #332 and the Silicon Valley Chapter NECA. The JATC members/trustees shall initiate and certify all expenditures of the Trust Fund.
- C. Each represented party must have at least one (1) JATC member present to establish a quorum at JATC meetings.

Each represented party shall have a total number of votes at JATC meetings equal to its allowable number of JATC members as stipulated in Section II, paragraph A., regardless of the number of members present. In the event that the parties are divided on an issue, each party may cast its full vote as if all were present. However, a vote to abstain is an official vote, it represents one of the votes the represented party is entitled to and is not counted as either a yea or a nay.

An individual member must be physically present to personally vote on JATC matters. Written (absentee) votes are not acceptable for JATC matters.

- D. The JATC shall meet at least once a month and on call of the Chairman when a specific need arises. The JATC may agree to cancel a regularly scheduled monthly meeting due to specific or unusual circumstances.

- E. The JATC may employ a Training Director. The Training Director shall assume such responsibility and authority for the day-to-day operation of the apprenticeship and training programs as is delegated by the JATC. However, all governing responsibility for the apprenticeship program rests with the JATC—including interviewing, selecting and supervising apprentices and assuring full compliance with these Standards, the Affirmative Action Plan and the Selection Procedures.
- F. The JATC shall determine the number of apprentices needed to keep the area supplied with an adequate number of Journey-level workers in the areas covered by these Standards. The JATC shall consider all factors (employment opportunities, attrition, etc.) having a bearing on the number of apprentices needed when determining the number to indenture. The JATC shall also consider its capability to provide on-the-job training (OJT) and related instructional training.
- G. The JATC shall pass upon the qualifications of apprentice applicants. And develop fair and impartial selection procedures and an affirmative action plan in accordance with existing laws and regulations and apply them uniformly in the selection of applicants for apprenticeship without discrimination because of race, color, religion, national origin, sex or age—except the applicant must meet the minimum age requirement. The JATC does not, and will not, discriminate against a qualified individual with a disability because of the disability of such individual—as per the Affirmative Action Plan and Selection Procedures made a part of these Standards.
- H. The JATC shall see that each apprentice receives training in the recognition of illegal discrimination and sexual harassment and satisfactorily completes the minimum course materials produced by the NJATC or equivalent.
- I. The JATC shall make periodic evaluations of each apprentice, to see that each apprentice receives supervised on-the-job experience in the work processes and job tasks as outlined in these Standards (see Section XVI).
- J. The JATC shall determine the adequacy of each participating employer, determining if an employer has the work site facilities, skilled workers as trainers at the work site, and equipment sufficient to train apprentices. Conducts on-going evaluations of the interest and capacity of employers to participate in apprenticeship program and to provide the apprentice the necessary training needed to gain experience in the various job tasks and work processes of the trade. And, when appropriate, to suspend or withdraw the approval of an employer to train apprentices.
- K. In order to provide diversity of training and/or employment opportunities, the JATC shall have full power and authority, as per the CBA, to transfer apprentices from one job or shop* to another, or from one participating employer to another. (*shop designates the compliment of workers who report daily to the employer's designated place of business; e.g. the "service-truck" crew).

- L. All OJT transfers and assignments shall be issued by the JATC as set forth in the CBA, using a form similar to that shown in Appendix B of these Standards.
- M. If an unsafe worksite condition is brought to the JATC's attention, it shall be investigated immediately by the JATC and brought to the attention of the employer and the Local Union. Failure to respond to any recommendations made by the JATC shall be just cause for removing any remaining apprentices from a specific jobsite or from the employer.
- N. The JATC cannot, and does not, employ apprentices. Therefore, it is not obligated to actually employ the apprentice but shall use every effort to keep the apprentice employed in a reasonably continuous manner with the participating employers.
- O. Before selected applicants for apprenticeship are given OJT assignments, the JATC shall see that each apprentice is properly indentured with the JATC (through the execution of an apprenticeship agreement) and registered with the Secretary of the California Apprenticeship Council. The apprenticeship agreement may be canceled at the request of the apprentice, or may be suspended, canceled, or terminated by the sponsor, for good cause, with due notice to the apprentice and a reasonable opportunity for corrective action, and with written notice to the apprentice and to the Division of Apprenticeship Standards of the final action taken (see Sections XI, XII and XXI). Vacancies created by the cancellation of the apprenticeship agreement shall be filled as stipulated in Section XXI, Paragraph F.
- P. The JATC shall also conduct orientations, workshops or other educational sessions for employers to explain the apprenticeship program's standards and the operation of the apprenticeship program;
- Q. The JATC shall maintain complete and accurate records (including employment records) on all apprentices for a minimum of five (5) years following the last committee action – including graduation (see Section XXVI).
- R. The JATC shall aid in the adjustment of apprenticeship disputes, consider and act on all matters, issues or problems concerning apprenticeship and training to the best of its ability avoiding, if at all possible, referring such to the sponsoring parties.
- S. The JATC shall establish a written Policy Statement that sets forth the policies, rules, and penalties regarding conduct within the program, and insuring that the policies, rules and penalties do not conflict with these standards. The policies, rules and penalties shall be consistently applied in a nondiscriminatory manner. Every indentured apprentice shall be provided a copy of the Policy Statement at time of indenture and a copy of all subsequent modifications. A copy of the JATC's Policy Statement and subsequent changes to it shall be submitted to the Division of Apprenticeship Standards in a timely manner. Appendix D.

- T. The JATC will hear and consider all violations of its policies and rules and of the apprenticeship agreement, and shall make such rulings in a consistent and nondiscriminatory manner.
- U. The JATC shall establish and implement a written complaint procedure in accordance with Section XXI Paragraph D. A copy of the complaint procedure shall be provided to every apprentice.
- V. The JATC shall make an annual report to the sponsoring parties carefully reviewing its work for the preceding year, including a review of the current Affirmative Action Plan, its overall effectiveness, and changes made to the Plan as a result of the review. Such report shall not include any information identifying individual apprentices in any manner.
- W. The JATC shall annually prepare and submit a Self-Assessment Review as well as a Program Improvement Plan to the Chief of the Division of Apprenticeship Standards
- X. The JATC shall call upon the NJATC and professional consultants for assistance and guidance when deemed necessary.
- Y. The JATC shall work cooperatively with the NJATC in completing Industry surveys and annual reports, and in maintaining the Industry's National Standards.
- Z. It shall be the duty of the JATC to see that all sections of these Standards, the Affirmative Action Plan, the Selection Procedures, Policy Statements, Rules and Regulations are enforced without discrimination.
- AA. The JATC shall serve in an advisory capacity with employers and employees in matters pertaining to these Standards.

SECTION IV - Qualifications & Duties of Participating Employers

An employer who is eligible to train apprentices shall be signatory to the local CBA, comply with the qualifying requirements as set forth in the basic labor agreement and be able to provide the necessary work experience for training as determined by the JATC. Participating employers must comply with all provisions of the apprenticeship program including the registered Standards of Apprenticeship, the Affirmative Action Plan and Selection Procedures, and the JATC's policies and rules. The employer shall only secure apprentices through the JATC. Qualifying employers shall contribute to the JATC trust fund the rate established by the joint sponsors of the JATC and/or as stipulated in the local JATC Trust Agreement.

While the apprentice is on the jobsite it shall be the responsibility of the Employer to provide to the apprentice a safe and healthful workplace and conditions of employment and work assignments that the apprentice can safely perform.

The employer will determine the ability of its Journeyman level workers to adequately train and supervise the OJT of the apprentice based upon the work processes being learned, and assign apprentices accordingly.

SECTION V - Term of Apprenticeship

Inside Wireman See Attachment A
Residential Wireman See Attachment B

SECTION VI - Wages

Inside Wireman See Attachment A
Residential Wireman See Attachment B

SECTION VII California Plan for Equal Opportunity in Apprenticeship (Application Process, Affirmative Action Plan and Selection Procedures)

The recruitment, selection, employment and training of apprentices shall be in accordance with the written Affirmative Action Plan and Selection Procedure approved by the Division of Apprenticeship Standards and made a part of these Standards. See Attached "Addendum to Apprenticeship Standards".

This apprenticeship program's Affirmative Action Plan and Selection Procedure are in compliance with the guidelines established by the NJATC.

SECTION VIII Definition of an Apprentice

An apprentice is a person at least 18 years of age, who has met the requirements for selection under the selection procedures, who is engaged in learning a designated trade and who has entered into a written apprentice agreement under the provisions of these standards.

SECTION IX Duties of an Apprentice

Each apprentice shall satisfactorily perform all work and learning assignments both on the job and in related instruction and shall comply with the rules, regulations and decisions of the apprenticeship committee.

SECTION X - Credit for On-the-Job Skill Acquisition and Previous Related Training

- A. Candidates with previous knowledge and skill acquisition in the electrical construction trade can ask for and have such work and job experience evaluated by the JATC prior to signing an Apprenticeship Agreement. Where such experience warrants, the JATC will place the apprentice in the appropriate period with commensurate wages as determined by the JATC. Such advanced credit and standing shall be subject to review prior to advancement beyond the probationary period.

The JATC will use consistent and equal ways and means for measuring and evaluating individuals to determine how much credit to award, for both OJT and related training.

The JATC will award as much credit as possible based on an equitable, nondiscriminatory evaluation of both OJT and related instruction. Hours of OJT credit awarded and related instruction placement level are independent of one another. Those awarded OJT credit and assigned to the appropriate pay period classification may be given additional time to successfully complete related instructional requirements.

The granting of advanced standing or credit for previously acquired experience, training, or skills shall be applied equally to all applicants and measured against the work processes, with commensurate wages for any progression step so granted.

- B. After signing the apprenticeship agreement and being employed the apprentice cannot request an evaluation of past experience.
- C. Advance standing is subject to review throughout the probationary period. During this time, OJT and classroom performance will be evaluated to determine if any readjustment concerning OJT or related training status is warranted, including reevaluation and reassignment of apprenticeship period and level of related instruction, as the JATC determines.

SECTION XI - The Apprentice Agreement

- A. Before being employed as an apprentice or enrolled in related instruction classes, the selected applicant will sign an Apprentice Agreement (DAS1) with the JATC. Each apprentice agreement shall conform to the State Law governing apprentice agreement, and shall be signed by the employer, or his or her agent, and must be approved by the apprenticeship committee. The Apprentice Agreement will immediately be submitted to the Division of Apprenticeship Standards for approval. These Standards of Apprenticeship, including the Affirmative Action Plan and Selection Procedures, shall be considered a part of the Apprentice Agreement. (See Appendix C, Apprentice Agreement - DAS1.)
- B. Prior to signing the apprentice agreement, each selected applicant shall be given an opportunity to read and review these Standards, the JATC's written Rules and Regulations, the apprentice agreement and the sections of the CBA that pertains to apprenticeship. Selected applicants shall sign an acknowledgment that they have reviewed the documents and are willing to abide by them (See Appendix D).
- C. The JATC shall have one (1) copy of the Apprentice Agreement (DAS1) properly completed. The agreement shall be signed by the apprentice and the JATC. The agreement will be submitted to the Division of Apprenticeship Standards. One (1) copy will be to the JATC. The JATC will provide one (1) copy to the apprentice and

one (1) shall be retained and filed by the JATC. The JATC shall provide an extra copy of the Apprentice Agreement to Veteran apprentices.

SECTION XII - Probationary Period

The first 2000 hours of OJT and satisfactory performance in related classroom training during such time shall constitute the probationary period. During this period the apprenticeship agreement may be canceled by either party without the formality of a hearing. The Division of Apprenticeship Standards shall be notified of such cancellations. During the probationary period, the JATC shall make a thorough review of the apprentice's ability and development. Advanced standing for previous training or experience does not reduce the probationary period.

Applicants awarded advanced standing at the time of indenture shall have their demonstrated skill, knowledge and overall performance evaluated during the probationary period. Adjustments, to the assigned period of apprenticeship and/or level of related classroom training may be made during the probationary period, following appropriate reviews and evaluation by the JATC. Such reviews and determinations shall be properly documented and applied equally to all apprentices.

Prior to the end of the probationary period, action must be taken on each probationary apprentice to end the probation, place on notice, or cancel the apprenticeship agreement. All interested parties shall be notified of such action.

SECTION XIII - Related Instruction

- A. Each apprentice shall be required to participate in related instructions away from the job as specified below.
- B. Topics to be studied (completed) as part of the required curriculum shall include, but not be limited to those listed below. The order of presentation and/or year of presentation, may change from time to time:

Inside Wireman See Attachment A
Residential Wireman See Attachment B

- C. The time spent in related classroom instruction shall be in addition to the required minimum hours of on-the-job training. The minimum number of classroom hours per year may change from time to time in order to meet training needs. Such changes must be properly approved by the Division of Apprenticeship Standards.
- D. The JATC shall secure competent Instructors whose knowledge, experience and ability to teach shall be carefully examined and monitored. When possible, the Instructors shall take the teacher training courses made available from the NJATC.
- E. The JATC shall secure the instructional aids and equipment it deems necessary to provide quality instructions.

- F. The Instructors shall administer NJATC standardized tests in a timely manner. Such tests shall be evaluated and scored by the Instructor and reviewed with the class. Immediately following class reviews of the tests the Instructor shall return all tests and materials to the JATC for proper filing. No test or test materials will be left in the hands of any apprentice. The JATC and the Instructors will be prudent and diligent in all efforts to protect the integrity of the testing materials.
- G. The JATC shall monitor the apprentice's performance in related training and take appropriate action to encourage improvement where warranted. JATC's will require performance reports to be filed on a regular basis by the instructor, evaluating the apprentice's related instructional training performance. Such reports shall be maintained by the JATC as part of its official file for each apprentice—providing an accumulative record of performance in related training.
- H. The JATC shall inform each graduating apprentice of the availability of college credit through the NJATC's College Credit Program with the American Council on Education (ACE), and any Continuing Education Units (CEU's) that may be available.

SECTION XIV - Safety and Health Training

- A. The employer shall instruct the apprentice in safe and healthful work practices and shall ensure that the apprentice is trained in facilities and other environments that are in compliance with either the Occupational Safety and Health Act standards promulgated by the Secretary of Labor under Public Law 91-596, dated December 29, 1970 and as amended by Public Law 101-552, dated November 5, 1990, or State, or local standards that have been found to be at least as effective as the Federal standards.
- B. While on the jobsite, it shall be the responsibility of the Employer to provide the apprentice a safe and healthful workplace and conditions of employment, and work assignments that the apprentice can safely perform.
- C. The JATC shall see that all apprentices complete CPR/First Aid training during their probationary period. The JATC shall also attempt to see that graduates of its apprenticeship program possesses a current CPR/First Aid card. NOTE: This training requires additional classroom hours.
- D. The JATC shall see that each apprentice successfully completes the NJATC, OSHA approved, Ten-Hour Construction Safety course, before beginning the Third-Year of related instructional training. NOTE: There will be additional classroom time (estimated at 10 hours) needed to complete this training.
- E. Each apprentice shall receive training in the recognition of illegal discrimination and sexual harassment

SECTION XV - Hours of Work

- A. Work Hours; 8 hours per day, 40 hours per week.

OVERTIME PROVISIONS;

Inside Wireman See Attachment A
Residential Wireman See Attachment B

The apprentice's work shall not interfere with attending related instructional classes.

The JATC shall maintain a standard procedure to best ensure reasonable continuous employment for all apprentices. The JATC shall make all OJT assignments, reassignments and transfers as stipulated in the CBA—ensuring adequate training and employment opportunities. Should the current employer be unable to provide the apprentice full employment on a reasonably continuous basis in the work processes outlined in these Standards, the apprentice may be transferred or reassigned to another participating employer as determined by the JATC.

- B. In the event that the JATC is unable to provide an eligible apprentice an on-the-job training assignment, apprentices may seek temporary employment outside of the electrical construction industry. The apprentice agreement shall remain in effect unless cancelled by the Administrator of Apprenticeship. Regardless of employment status, apprentices must continue to report for their regularly scheduled related instructional classes. Additionally, apprentices shall remain at all times subject to immediate call by the JATC for an on-the-job training assignment given by the JATC. Under *NO CIRCUMSTANCES* shall a participating employer be denied the assignment of an apprentice due to an apprentice temporarily working outside the Collective Bargaining Agreement. Failure to immediately comply with instructions to return to the JATC for an on-the-job training assignment may result in termination of the apprentice's apprenticeship agreement.
- C. There shall be no liability on the part of the employer or the JAC for an injury sustained by an apprentice engaged in schoolwork at a time when the apprentice is unemployed [Labor Code Sec. 3078(k)].

SECTION XVI - Work Experience

- A. In order to provide for the development of the necessary trade skills in the various work processes, the JATC shall attempt to provide the apprentice with OJT in the following categories, as job training assignments permit.

Inside Wireman See Attachment A
Residential Wireman See Attachment B

- B. The JATC shall require each apprentice to submit a work report on a monthly basis. Such reports shall be maintained by the JATC as part of its official file for each apprentice. Further, the JATC shall use the reports to provide an accumulative OJT record of experience in the various work processes for each apprentice. OJT reports similar to the sample shown in Appendix E and referenced in Section XIX of these Standards shall be used for reporting purposes.
- C. All work (OJT) shall be performed under the supervision of a Journeyman Wireman. Supervision will not be of such nature as to prevent the development of responsibility and initiative. Work may be laid out by the employer's designated supervisor based on the apprentice's skills and ability to perform the job tasks, after which the apprentice shall be permitted to perform job tasks in order to develop job skills and trade competencies.
- D. Apprentices with a minimum of 6,500 hours of OJT who have successfully completed the Fourth Year (8th period) of related supplemental instruction or Residential Apprentices with a minimum of 3,200 hours of OJT who have successfully completed the Second Year (4th period) of related supplemental instruction, may be permitted to perform electrical construction work without the direct supervision of a Journeyman as follows: while the apprentice's supervising Journeyman Wireman must be present on the jobsite, such apprentice may be assigned to independently perform job tasks at the jobsite consistent with the apprentice's skills, knowledge and ability to perform the work as determined by the employer.
- E. An apprentice shall not supervise the work of any other apprentice or workers of any other classification.

SECTION XVII - Number of Apprentices: The Ratio

- A. The sponsor shall not indenture a number of apprentices that exceeds a ratio of one (1) Apprentice to one (1) Journeyman normally employed in the jurisdictional area, consistent with proper supervision, training, safety and continuity of employment.
- B. The local jobsite ratio shall be as follows:

Inside Wireman	See Attachment A
Residential Wireman	See Attachment B

SECTION XVIII - Temporary Training Opportunities

Apprentices may be permitted to receive OJT and related training on a temporary basis with another IBEW/NECA JATC, provided the two JATC's, their respective parent organizations and the apprentice agree on such assignment. Before apprentices are given a temporary OJT assignment, they must supply the host JATC with an official copy of their apprenticeship agreement—clearly indicating that it has been properly registered with the applicable Division of Apprenticeship Standards.

Apprentices shall remain subject to reassignment by the JATC with whom they are indentured. Failure to immediately comply with such instruction to return to the JATC with whom they are indentured may result in the termination of the apprentice's apprenticeship agreement; in which case, they would no longer be employable under the CBA in the jurisdiction.

SECTION XIX - Advancement of Apprentices

- A. Every month during the first six (6) months of apprenticeship, and every six (6) months thereafter, the JATC shall examine the progress of the apprentice on the job and in related supplemental instruction. A performance evaluation form similar to that provided in Appendix E of these Standards shall be used.
- B. The JATC shall evaluate the apprentice's overall performance and accomplishments at the end of each period. Action must be taken on each apprentice to approve advancement, extend present rating for a specified period, place on notice or cancel the apprenticeship agreement, with due notice to the apprentice and a reasonable opportunity for corrective action. Proper documentation shall be maintained of all action taken by the JATC.

SECTION XX - Local JATC Rules and Policies

- A. The apprentice is subject to the written Rules and Regulations of the JATC as presently in existence, or as may be adopted or modified from time to time. The JATC will provide the Division of Apprenticeship Standards with a copy of the written Rules and Regulations and any modifications thereto.
- B. The apprentice will be provided with a copy of the written Rules and Regulations and will sign an acknowledgment receipt of same (see Appendix D). This procedure will be followed whenever revisions or modifications are made to the Rules and Regulations.

SECTION XXI - Adjustment of Differences: Cancellation or Resignation of Apprenticeship Agreement

- A. The JATC shall have full authority and responsibility to review and shall seek to resolve all issues and/or disputes pertaining to all apprenticeship and training matters. All controversies or differences concerning apprentice agreements that cannot be adjusted locally by the apprenticeship committee or otherwise shall be submitted to the Administrator of Apprenticeship for determination.
- B. Apprenticeship agreements may be canceled at any time during the term of apprenticeship as follows. The apprenticeship agreement may be canceled at the request of the apprentice or may be suspended for a specified period of time, canceled, or terminated by the JATC, for good cause, with due notice to the apprentice

and a reasonable opportunity for corrective action. Written notice shall be provided to the apprentice and to the Division of Apprenticeship Standards of any such action taken (probation extension, suspension or cancellation). Individuals who have been suspended or terminated from apprenticeship shall not be assigned by the JATC in any capacity. Furthermore, they are not eligible to participate in any related training activities and as per the CBA; they are not eligible for any job assignments under the CBA, as an apprentice.

- C. Apprentices shall have the right to request an appearance before the JATC concerning specific issues or matters dealing with their apprenticeship agreement. Such requests must be in writing.
- D. Complaint Procedure - In lieu of establishing a Complaint Review Body, the JATC will supply all apprentices with a copy of the Notice found in Appendix G. The sponsor will provide all current information called for in the Notice.

The JATC has full authority to supervise the enforcement of these Standards. Its decision will be final and binding on the employer, the local union and the apprentice, unless otherwise noted below.

If applicants or apprentices believe an issue exists that adversely affects their participation in the apprenticeship program or violates the provisions of the Apprenticeship Agreement or Standards, relief may be sought through one or more of the following avenues, based on the nature of the issue:

1. For issues regarding wages, hours, working conditions, and other issues covered by the Collective Bargaining Agreement, apprentices may seek resolution through the applicable Grievance and Arbitration Articles of the collective bargaining agreement *after* first bringing documented evidence to the JATC.
2. The local JATC shall hear and consider all complaints of violations concerning the Apprenticeship Agreement and the registered Standards. The local JATC shall make such rulings as it deems necessary in each individual case. Either party to the Apprenticeship Agreement may consult with the Division of Apprenticeship Standards for an interpretation of any provision of the Standards over which differences occur.
3. Any apprentice or applicant for apprenticeship who believes they have been discriminated against on the basis of race, color, religion, national origin, sex or age—except the applicant must meet the minimum age requirement—with regard to apprenticeship, or that the equal opportunity standards with respect to their selection have not been followed in the operation of the apprenticeship program, may contact directly the Federal EEOC or State of California Fair Employment and Housing Department, and/or the U.S. Department of Labor (DOL), Office of Apprenticeship Training, Employer and Labor Services (OATELS) (Appendix G).

Complaints to the U.S. Department of Labor, which may be filed by the apprentice or through an authorized representative of the apprentice, must be filed not later than 180 days from the date of the alleged discrimination or specified failure to follow the equal opportunity standards. The complaint shall be in writing and shall be signed by the complainant. It must include the name, address, and telephone number of the person allegedly discriminated against, the Program Sponsor involved, and a brief description of the circumstances of the failure to apply the equal opportunity standard.

The JATC shall provide each applicant and apprentice with this complaint procedure and the names and addresses of the local, State and Federal contacts for receiving complaints (see Appendix G). This procedure is also a part of the Affirmative Action Plan.

- E. The Complaint Procedure shall be equitably applied to all applicants and apprentices.
- F. When an apprentice's indenture (apprentice agreement) is terminated before satisfactory completion of their apprenticeship, the resulting vacancy may be filled by selecting and indenturing the next individual from the current eligibility list; provided all indentured apprentices who are available for on-the-job training assignments are so assigned. In the event that related instructional training classes are not available in the immediate future, the individual(s) indentured shall begin informational/awareness classes just as soon as possible. These courses may include topics such as: Industry Awareness, Communications, Productivity, Marketing, CPR, Tech Math, Safety Awareness and General Orientation.

SECTION XXII - Certification of Completion

- A. Upon satisfactory completion of the Five-Year Inside Wireman course of study (930 hours), accumulation of a minimum of 8,000 hours of OJT, and acquisition of the appropriate California Journeyman Electrical Certification for the Inside Wireman, or satisfactory completion of the Three-Year Residential Wireman course of study (480 hours), accumulation of a minimum of 4,800 hours of OJT, and acquisition of the appropriate California Residential Wireman Certification for the Residential Wireman; the JATC will certify to the sponsoring parties, to the NJATC and to the Division of Apprenticeship Standards that the apprentice has satisfied the requirements of his or her apprenticeship agreement.
- B. The JATC will present each graduating apprentice with a Certificate of Completion issued by the NJATC (see Appendix H for sample). The JATC shall request a Completion Certificate from the NJATC for every individual completing the apprenticeship program. Each Certificate shall be approved and signed by the officers of the JATC. The JATC shall likewise submit a signed request for a Completion Certificate to the Division of Apprenticeship Standards.

- C. The JATC will notify the IBEW Local Union of the date of each satisfactory completion, allowing the Local Union to reclassify the individual as per IBEW By-Laws, Rules and Policies. The JATC will likewise notify the graduating apprentice's current employer and the NECA Chapter.
- D. Upon evidence of satisfactory completion of apprenticeship, and upon the recommendation of the apprenticeship committee, each apprentice will be issued a Certificate of Completion by the authority of the California Apprenticeship Council.
- E. In recognition of unusual ability and progress, the apprenticeship committee may decrease the term of apprenticeship for an individual apprentice not more than twelve and one-half (12 ½ percent).

SECTION XXIII - Program Registration

These Standards of Apprenticeship will be approved by the NJATC and properly registered with the appropriate Division of Apprenticeship Standards (see Sections I and III).

SECTION XXIV - Modification of these Standards

Rapid changes in the electrical industry may require modification or revision of these Standards from time to time. Such modification, when adopted by the JATC, shall be first submitted to the NJATC for approval and then approved and registered by the Division of Apprenticeship Standards before implementation. Modification or changes in these Standards, including amendments, shall not alter conditions of apprenticeship already in force without the consent of all parties involved.

SECTION XXV - Program Deregistration

This program may be deregistered upon the voluntary action of the sponsor by the sponsor's request to the Chief of Division of Apprenticeship Standards for cancellation of the registration. The program may also be deregistered for reasonable cause by the Administrator of Apprenticeship, in accordance with its formal deregistration proceedings.

Upon deregistration or voluntary cancellation of the program, the sponsor will inform each apprentice, within 15 days, of the deregistration or cancellation and the effect of such action. This notification will conform to the requirements of Title 29, Code of Federal Regulations, Part 29.7 and any applicable State or local regulations.

SECTION XXVI - Maintenance of Records

The JATC shall maintain for a period of five (5) years all records relating to: apprentice applications (regardless of outcome), the employment and training of apprentices and information relevant to the operation of the program. This includes, but is not limited to records on the recruitment, application and selection of apprentices, periodic advancements, disciplinary action, layoffs, terminations, rates of pay, hours of on-the-job training and related instruction, evaluations and other pertinent data. This DOES NOT include JATC Trust Fund records, which shall be maintained indefinitely.

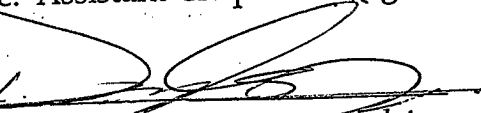
All JATC records shall be made available upon request of the U. S. Department of Labor, Office of Apprenticeship Training, Employer and Labor Services, Veterans Administration and the Division of Apprenticeship Standards. This provision DOES NOT include JATC Trust Fund records.

The foregoing standards are hereby agreed to and adopted on this 1 of January, 2007.

Employer Organization

Silicon Valley Chapter NECA, Inc.
P. O. Box 28337
San Jose, CA 95159

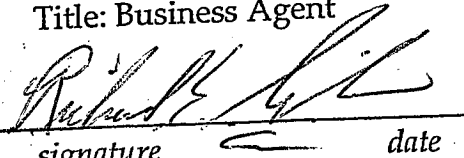
Typed Name: Douglas Lung
Title: Assistant Chapter Manager

By 
Signature date

Employee Organization

IBEW Local Union No. 332
2125 Canoas Garden Ave. Suite 100
San Jose, CA 95125

Typed Name: Rick Gilmer
Title: Business Agent

By 
signature date

Registered with and Approved by the NJATC:

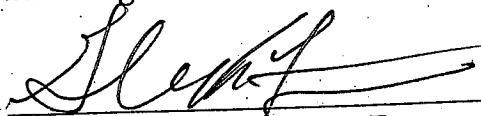


Executive Director - Michael I. Callanan

4/9/07

date

The foregoing apprenticeship standards, being in conformity with the rules and regulations of the California Apprenticeship Council, the California Code of Regulations, and applicable Federal Regulations are here by approved 4-13- 2009.



Acting Chief - Glen Forman
Division of Apprenticeship Standards

4-13-09
date

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APPENDIX A

SANTA CLARA COUNTY ELECTRICIANS JATC

LIST OF COMMITTEE MEMBERS NAMES AND COMPANY ADDRESSES

Inside Wireman

Management

Bruce Baxter
1132 No. 7th Street
San Jose, CA 95112

Larry Hollis
P.O. Box 49070
San Jose, CA 95161

Douglas Lung, Chairman
P.O. Box 28337
San Jose, CA 95159

Labor

Leon Libester
1830 Ashborne Court
Cupertino, CA 95014

Mike Barats
2125 Canoas Garden Ave. #100
San Jose, CA 95125

Richard Gilmer, Secretary
2125 Canoas Garden Ave. #100
San Jose, CA 95125

Residential

Richard Deane
242 Hillside Avenue
San Jose, CA 95136

Douglas Lung, Chairman
P.O. Box 28337
San Jose, CA 95159

Chrisy Teil
152 Commerical Street
Sunnyvale, CA 94086

Dan Romero, Secretary
2125 Canoas Garden #100
San Jose, CA 95125

Bob Tragni
2125 Canoas Garden #100
San Jose, CA 95125

Advisors

Robert Johnstone
Foothill Community College
12345 El Monte Road
Los Altos Hill, CA 94022

Esther Gamberutti
Apprenticeship Consultant
Division of Apprenticeship Standards
100 Paseo de San Antonio, Room #125
San Jose, CA 95113

Attachment A - Inside Wireman 824.261 010

SECTION V - Term of Apprenticeship

- A. The JATC shall see that each apprentice completes a minimum of 8000 hours of reasonably continuous supervised employment (OJT). The JATC shall attempt to provide for participation in all of the work processes as outlined in Section XVI of these Standards.

The apprentice shall participate in a minimum of 192 hours of related classroom training per year (960 hours total), outside the normal work hours. The Local Educational support will be provided by Foothill Community College. The JATC shall require each apprentice to satisfactorily complete the Five-Year (5) Inside Wireman Apprenticeship Course Material. (Section XIII)

Required School time shall not be compensated.

- B. This JATC has established ten periods of apprenticeship as stipulated below.

Period	Percent of Journeyman Rate	Minimum Accumulative OJT Hours	+ Related Training
1	45%	0	+ N/A
2	50%	1000	+ Satisfactory Progress
3	55%	2000	+ 1 st Yr. School Completed
4	60%	2750	+ Satisfactory Progress
5	65%	3500	+ 2 nd Yr. School Completed
6	70%	4250	+ Satisfactory Progress
7	75%	5000	+ 3 rd Yr. School Completed
8	80%	5750	+ Satisfactory Progress
9	85%	6500	+ 4 th Yr. School Completed
10	90%	7250	+ Satisfactory Progress
Completion	100%	8000	+ 5 th Yr. School Completed

To be advanced, the apprentice must have satisfactorily completed all requirements: OJT Accumulative Hours and Related Training as indicated above (see Section XIX), pass a competency exam and have a favorable Journeyman evaluation for OJT.

The Journeyman rate is \$43.82 as of May 28, 2007. The Division of Apprenticeship Standards will be notified of any changes in the Journeyman rate in a timely manner.

SECTION VI – Wages

Apprentices shall be employed on a stipulated hourly wage basis, as provided in the local CBA. Increases shall be subject to satisfactory progress on the job and satisfactory progress or completion of related instruction. See Section V for the periods of advancement and rates of pay.

Wages & Other Compensation: Effective Date: May 28, 2007

	Wage	Health & Welfare	Pension	NEBF	AMF	Training	JEIF
1 st Period	19.72	8.73	0.00	0.592	0.099	1.35	0.14
2 nd Period	21.91	8.73	0.00	0.657	0.110	1.35	0.14
3 rd Period	24.10	8.73	4.46	0.723	0.121	1.35	0.14
4 th Period	26.29	8.73	4.86	0.789	0.131	1.35	0.14
5 th Period	28.48	8.73	5.27	0.854	0.142	1.35	0.14
6 th Period	30.67	8.73	5.67	0.920	0.153	1.35	0.14
7 th Period	32.87	8.73	6.08	0.986	0.164	1.35	0.14
8 th Period	35.06	8.73	6.48	1.052	0.175	1.35	0.14
9 th Period	37.25	8.73	6.89	1.118	0.186	1.35	0.14
10 th Period	39.44	8.73	7.29	1.183	0.197	1.35	0.14
Journeyman	43.82	8.73	8.10	1.315	0.219	0.85	0.14

NEBF National Employees Benefit Fund
AMF Administrative Maintenance Fund
JEIF Joint Electrical Industry Fund

Overtime Provisions; The first two (2) hours of overtime worked before or after the regular work day Monday through Friday shall be paid at time and one-half (1-1/2) of the straight-time rate of pay up to ten (10) hours per week. All other overtime shall be double time. All work performed on 3 and 4 day weekend/holidays, Sundays and Holidays shall be paid at double times the regular rate of pay.

SECTION XIII-B - Related Instruction

SAFETY

- A. General jobsite safety awareness
- B. Emergency procedures
- C. Compliance with OSHA and EPA regulations
- D. Substance abuse

TOOLS, MATERIALS AND HANDLING

- A. Proper tool management
- B. Proper rigging methods
- C. Proper digging techniques

- D. Proper use of motorized tools (use of platform lifts, bucket trucks, and truck-mounted cranes)
- E. Proper material management

MATH

- A. Appropriate mathematical calculations to solve for related problems.

ELECTRICAL THEORY

- A. Basic electrical theory
- B. Ohm's Law, Kirchoff's Laws, Lenz's Law, Thevenin's and Norton's Theorems
- C. Series circuits
- D. Parallel circuits
- E. Combination circuits
- F. Characteristics of voltages in circuits
- G. Characteristics of magnetism/electromagnetism
- H. Theory of superposition and solving for multiple voltage sources circuits
- I. Operation and characteristics of three wire systems
- J. Operation and characteristics of three phase systems
- K. AC Theory
- L. Use of Electronics in the electrical industry.

CODE REQUIREMENTS

- A. National Electrical Code and local codes

CONDUCTORS

- A. General
- B. Conductor installation techniques
- C. Methods for selecting conductors
- D. Cable fault situations

CONDUIT, RACEWAYS, PANELBOARDS AND SWITCHBOARDS

- A. Terms associated with conduits and raceways
- B. Conduit and wiring support systems recognized by Code
- C. Procedures for laying out various types of bends
- D. Procedures for making bends when fabricating conduits
- E. Fabricating raceways and wiring support systems
- F. Cable assembly wiring methods recognized by the Code
- G. Function, operation and requirements for various panelboards and switch gear

LIGHTING SYSTEMS

- A. Function, operations and characteristics of various lighting systems
- B. Lighting distribution and layout
- C. Installation and connection of fixtures

OVERCURRENT DEVICES

- A. Function, operation and characteristics of overcurrent protection devices
- B. NEC Requirements for O.C.P.

GROUNDING SYSTEMS

- A. Functions, operation and characteristics of grounding systems
- B. Sizing, layout and installation of grounding systems
- C. Insulation, isolation and elevation
- D. Ground, grounding, grounded, and bonding
- E. Special circumstances

PRINTS AND SPECIFICATIONS

- A. Creation of blueprints, plans, and specifications
- B. Use of blueprints, plans, and specifications

MOTORS, MOTOR CONTROLLERS AND PROCESS CONTROLLERS

- A. Function, operation and characteristics of various types of motors (AC, DC, dual voltage)
- B. Proper techniques for motor installations
- C. Motor controllers, control circuits and devices
- D. Control Transformer, switches and relays
- E. Mechanical connections to utilize motors
- F. Process control systems and devices

GENERATORS AND POWER SUPPLIES

- A. Principles of generating electricity
- B. Types and configurations of uninterruptible power supplies (UPS)
- C. Types and configurations of battery systems used for UPS systems

TRANSFORMERS

- A. Functions, operation, and characteristics of transformers
- B. Selection and installation of transformers
- C. Distribution systems

PERSONAL DEVELOPMENT

- A. Orientation to organization and structures.
- B. Working with others
- C. Economic considerations

JOBSITE MANAGEMENT

ELECTRICAL TESTING

- A. Steps used for various testing processes
- B. Utilizing the results of testing procedures

SPECIALTY SYSTEMS

- A. Fire Alarms
- B. Security Alarms
- C. Voice, Data, TV, Signaling Systems

- D. Lightning Protection Systems
- E. Fiber Optic Systems
- F. Heating, Air Conditioning and Refrigeration
- G. Alternative Energy Sources (Solar, Wind, Fuel Cell, etc.)

SECTION XVI - Work Experience

<u>Work Processes</u>	Approx. Hours
A.	
a. Stockroom / Truck - Material Handling	300
b. Blueprints / Layout	100
c. Underground raceways / Manholes	100
d. Grounding Sytems	175
e. Temporary Power	75
B.	
f. Raceways 1 1/2" and Smaller	1000
g. Outlets Boxes	400
h. Pulling Branch Circuit Wire	750
C.	
i. AC / MC & "AFC" Wiring Systems	1100
D.	
j. Raceways 2" and Larger	450
k. Service and Feeder Cables	300
l. Junction Boxes	150
m. Panels / Panel Boards	175
n. Transformers / Generators	125
E.	
o. Trim / Recps., Switches, Fixtures	1200
p. Motors / Motor Control	200
F.	
q. Special Systems / Inst - Process Controls	300
r. Energy Management / PV Systems	300
s. Intercom / Signal / Nurse Call Systems	300
t. Fire Alarm Systems	300
G.	
u. Start up / Trouble Shooting / Testing	300
	8000

SECTION XVII - Number of Apprentices: The Ratio

Each job site shall be allowed a ratio of two (2) apprentices for every three (3) Journeyman Inside Wireman or fraction thereof as illustrated below.

Number of Journeyman	Maximum Number of Apprentices
1 to 3	2
4 to 6	4
etc.	etc.

Attachment B - Residential Wireman 824.261 01A

SECTION V - Term of Apprenticeship

- A. The JATC shall see that each apprentice completes a minimum of 4800 hours of reasonably continuous supervised employment (OJT). The JATC shall attempt to provide for participation in all of the work processes as outlined in Section XVI of these Standards.

The apprentice shall participate in a minimum of 150 hours of related classroom training per year (450 hours total), outside the normal work hours. The Local Educational support will be provided by Foothill Community College. The JATC shall require each apprentice to satisfactorily complete the Three-Year (3) Residential Wireman Apprenticeship Course Material. (Section XIII)

Required School time shall not be compensated.

- B. This JATC has established six periods of apprenticeship as stipulated below.

Period	Percent of Journeyman Rate	Minimum	+	Related Training Accumulative OJT Hours
1	55%	0	+	N/A
2	60%	800	+	Satisfactory Progress
3	65%	1600	+	1 st Yr. School Completed
4	70%	2400	+	Satisfactory Progress
5	80%	3200	+	2 nd Yr. School Completed
6	85%	4000	+	Satisfactory Progress
Completion	100%	4800	+	3 rd Yr. School Completed

To be advanced, the apprentice must have satisfactorily completed all requirements: OJT Accumulative Hours and Related Training as indicated above (see Section XIX), and have a favorable Journeyman evaluation for OJT.

The Journeyman rate is \$25.62 as of November 27, 2006. The Division of Apprenticeship Standards will be notified of any changes in the Journeyman rate in a timely manner.

SECTION VI – Wages

Apprentices shall be employed on a stipulated hourly wage basis, as provided in the local CBA. Increases shall be subject to satisfactory progress on the job and satisfactory progress or completion of related instruction. See Section V for the periods of advancement and rates of pay.

Wages & Other Compensation: Effective Date: November 27, 2006

	Wage	Health & Welfare	Pension	NEBF	AMF	Training	JEIF
1 st Period	12.81	6.05	0.00	0.384	0.064	1.05	0.06
2 nd Period	12.81	6.05	0.00	0.384	0.064	1.05	0.06
3 rd Period	16.65	6.05	1.59	0.500	0.083	1.05	0.06
4 th Period	17.93	6.05	1.59	0.538	0.090	1.05	0.06
5 th Period	20.50	6.05	1.59	0.615	0.103	1.05	0.06
6 th Period	21.78	6.05	1.59	0.653	0.109	1.05	0.06
Journeyman	25.62	6.05	1.59	0.769	0.128	1.05	0.06

NEBF National Employees Benefit Fund

AMF Administrative Maintenance Fund

JEIF Joint Electrical Industry Fund

Overtime Provisions; The first two (2) hours of overtime worked before or after the regular work day Monday through Friday shall be paid at time and one-half (1 ½) of the straight-time rate of pay up to ten (10) hours per week. All work performed on Saturdays shall be paid at time and one-half (1 ½) rate. All other work performed outside the regular work hours and work on Sundays and holidays shall be paid at double the regular straight-time rate of pay.

SECTION XIII-B - Related Instruction

SAFETY

- A. General job site safety awareness
- B. Emergency procedures
- C. Compliance with OSHA and EPA regulations
- D. Substance abuse

TOOLS, MATERIALS AND HANDLING

- A. Proper tool management
- B. Proper rigging methods
- C. Proper digging techniques
- D. Proper use of motorized tools (use of platform lifts, bucket trucks, and truck-mounted cranes)
- E. Proper material management

MATH

- A. Appropriate mathematical calculations to solve for unknowns.

ELECTRICAL THEORY

- A. Basic electrical theory
- B. Ohm's Law, Kirchoff's Laws, Lenz's Law, Thevenin's and Norton's Theorems
- C. Series circuits
- D. Parallel circuits
- E. Combination circuits
- F. Characteristics of voltages in circuits
- G. Characteristics of magnetism/electromagnetism
- H. Theory of superposition and solving for multiple voltage sources circuits
- I. Operation and characteristics of three wire systems
- J. Operation and characteristics of three phase systems
- K. AC Theory
- L. Use of Electronics in the electrical industry.

CODE REQUIREMENTS

- A. National Electrical Code and local codes

CONDUCTORS

- A. General
- B. Conductor installation techniques
- C. Methods for selecting conductors
- D. Cable fault situations

CONDUIT, RACEWAYS, PANELBOARDS AND SWITCHBOARDS

- A. Terms associated with conduits and raceways
- B. Conduit and wiring support systems recognized by Code
- C. Procedures for laying out various types of bends
- D. Procedures for making bends when fabricating conduits
- E. Fabricating raceways and wiring support systems
- F. Cable assembly wiring methods recognized by the Code
- G. Function, operation and requirements for various panelboards and switch gear

LIGHTING SYSTEMS

- A. Function, operations and characteristics of various lighting systems
- B. Lighting distribution and layout
- C. Installation and connection of fixtures

OVERCURRENT DEVICES

- A. Function, operation and characteristics of overcurrent protection devices

GROUNDING SYSTEMS

- A. Functions, operation and characteristics of grounding systems
- B. Sizing, layout and installation of grounding systems
- C. Insulation, isolation and elevation
- D. Ground, grounding, grounded, and bonding
- E. Special circumstances

PRINTS AND SPECIFICATIONS

- A. Creation of blueprints, plans, and specifications
- B. Symbols used in electrical and related trades
- C. Use of blueprints, plans, and specifications

MOTORS, MOTOR CONTROLLERS AND PROCESS CONTROLLERS

- A. Function, operation and characteristics of various types of motors (AC, DC, dual voltage, repulsion, universal, 3 phase, squirrel cage, synchronous)
- B. Proper techniques for motor installations
- C. Functions, operations and characteristics of motor controllers, circuits and devices
- D. Functions, operations and characteristics of switches and relays
- E. Mechanical connections to utilize motors
- F. Process control systems and devices

GENERATORS AND POWER SUPPLIES

- A. Principles of electromotive force
- B. Principles of generating electricity
- C. Types and configurations of uninterruptible power supplies (UPS)
- D. Types and configurations of battery systems used for UPS systems

TRANSFORMERS

- A. Functions, operation, and characteristics of transformers
- B. Selection and installation of transformers
- C. Distribution systems

PERSONAL DEVELOPMENT

- A. Orientation
- B. Methods of working with others
- C. Economic considerations

JOBSITE MANAGEMENT

- A. Coordinating tool needs with office of other jobs
- B. Coordinating schedule with other crafts
- C. Developing timetables and progress charts
- D. Completing time sheets, logs and other necessary documentation
- E. Clearances or permits if necessary
- F. Inventory and order necessary equipment according to job needs
- G. Developing alternative solutions and choose the best alternative

- H. Planning and organizing tasks to meet deadlines
- I. Supervising and monitoring others
- J. Picturing the way the project will appear when completed

TESTING

- A. Steps used for various testing processes
- B. Utilizing the results of testing procedures

SPECIALTY SYSTEMS

- A. Fire Alarms
- B. Security Alarms
- C. Voice, Data, TV, Signaling Systems
- D. Lightning Protection Systems
- E. Fiber Optic Systems
- F. Heating, Air Conditioning and Refrigeration
- G. Alternative Energy Sources (Solar, Wind, Fuel Cell, etc.)

SECTION XVI - Work Experience

<u>Work Processes</u>	Approx. Hours
A.	
a. Stockroom / Truck - Material Handling	300
B.	
b. Establishing Temporary power	100
c. Establish Grounding System / Ufer	100
d. Layout for Devices and Appliances	125
e. Foundations / Risers	250
f. Layout Slab / Blueprints	75
C.	
g. Meters / Subpanels	250
h. Subfeeds	250
i. Box & Bore	650
j. Pull Wire	650
k. Makeup	650
l. Trim, Install Devices / Fixtures	700
D.	
m. Fire Alarm Systems	150
E.	
n. Intercom and Signal Systems	100
o. Telephone, Data, Video, & Security Systems	100
p. Home Automation / Energy Management	100
q. Swimming Pools / Spas	100
F.	
r. Continuity / Hot Check	150
TOTAL	4800

SECTION XVII - Number of Apprentices: The Ratio

Each job site shall be allowed a ratio of two (2) apprentices for every three (3) Journeyman Residential Wireman or fraction thereof as illustrated below.

Number of Journeyman	Maximum Number of Apprentices
1	2
4	4
etc.	etc.



FOOTHILL COLLEGE

12345 El Monte Road ■ Los Altos Hills, CA ■ 94022-4599

Phone: (650) 949-7777

FAX: (650) 949-7375

www.foothill.fhda.edu

July 10, 2008

Mike Quiroz, Apprenticeship Consultant
Department of Industrial Relations
Division of Apprenticeship Standards
100 Paseo de San Antonio, Rm. 125
San Jose, CA 95113-1484

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SAN FRANCISCO
08 AUG 26 AM 8:43

Dear Mr. Quiroz,

Foothill College is currently the Local Education Agency (LEA) for the Santa Clara County Electrical Workers Local 332 Joint Apprenticeship Training Committee. We are providing related and supplemental instruction for the following occupations to meet program requirements:

- Residential Electrician
- Inside Wireman

Sincerely,

David E. Ellis
Sr. Program Coordinator
Apprenticeship Program Office

CC: Richard Galope

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12345 El Monte Road ■ Los Altos Hills, CA ■ 94022-4599

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FAX: (650) 949-7375

www.foothill.fhda.edu

May 24, 2007

Esther Gamberutti

Division of Apprenticeship Standards
100 Paseo de San Antonio, Room 125
San Jose, CA 95113-1484

Dear Ms. Gamberutti,

This letter is to certify that Foothill College is the Local Educational Agency (LEA) for the Santa Clara County Electrical Joint Apprenticeship and Training Committee. We are providing related and supplemental instruction to apprentices in the following occupations to meet the program requirements.

- Inside Wireman
- Residential Electrician

Sincerely,

David E. Ellis
Sr. Program Coordinator
Foothill College
Apprenticeship Programs

cc: Don Dixon, Site Coordinator, Santa Clara County Electrical Workers
Rob Johnstone, Vice President of Instruction, Foothill College

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National Joint Apprenticeship and Training Committee for the Electrical Industry

MICHAEL I. CALLANAN, EXECUTIVE DIRECTOR



April 9, 2007

Santa Clara County Elec. JATC
908 Bern Court
San Jose, CA 95112

Dear JATC Members:

Please find enclosed new Custom Local Apprenticeship Standards and Addendum for your Inside Wireman Apprenticeship Program and Residential Wireman Apprenticeship Program. They should be immediately submitted to your Registration Agency for proper registration. Upon receiving the documents back from the Registration Agency—with approval and registration indicated—you may immediately implement the provisions contained within the new documents. Remember, registration *first*, then implementation. When the Registration Agency returns your approved documents, you should immediately send the NJATC one (1) copy of each: Standards, Selection Procedures and Affirmative Action Plan.

The National Guideline Standards were developed by your NJATC in cooperation with the United States Department of Labor—Bureau of Apprenticeship and Training (USDOL-BAT). The National Guideline Standards were subsequently certified by the USDOL-BAT as meeting the requirements of Title 29 CFR Parts 29 and 30. There should be little need, if any, for local modification of the standard text.

In the National Guideline Standards there were several areas where you "selected" items to be made a part of your Standards, or entered specific required data. However, if in your Custom Local Standards you altered any of the original language, be advised that it is incumbent upon *you* to provide any substantive documentation or validation that may be required by the Registration Agency, EEOC, OFCCP, or other applicable entities, to support the modifications you have made. Examples of such changes—unsupported and undocumented by the NJATC's properly developed National Guideline Standards—would be: alterations to the term of apprenticeship, additional work processes, and alterations to the basic qualifications for apprenticeship.

Once again, the need to alter the "Guideline" language should be nearly nonexistent. Any unsubstantiated modifications made to the original text may serve to bring the potential of unnecessary liability and risk to the local JATC.

We appreciate the superior training efforts you have put forth over the years and wish you continued success.

Should you have any questions concerning the above, please do not hesitate to contact my office.

Sincerely,

Michael I. Callanan
Executive Director
MIC:ps

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#00137

Residential Electrician/Residential Wireman Certificate of Achievement

3 Year Program

Degree Code: REEL

824.261 01A

Course ID	Course Title	Hours	Units
APEL 112	Residential Electrical Air Conditioning & Refrigeration; Telephone Systems	75	3
APEL 113	Residential Electrical Systems: Basic Security, Solar Power, Home Automation & Life Safety	75	3
APEL 135	Residential Electrical Orientation; Safety, and Code Introduction	75	3
APEL 136	Residential Electrical D/C Theory; Blueprint Reading	75	3
APEL 137	Residential Electrical A/C Theory & Circuitry	75	3
APEL 138	Residential Wiring Layout & Installation	75	3

Certificate Total: 18 Units

Apprentices shall participate in a minimum of 150 hours of related classroom training per year (450 hours total), outside the normal work hours. The Local Educational support will be provided by Foothill Community College. The JATC shall require each apprentice to satisfactorily complete the Three-Year (3) Residential Wireman Apprenticeship Course Material.

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2nd
copy
Course
Outline

#00137

Inside Wireman/General Electrician Certificate of Achievement
5 Year Program
Degree Code: IWE

824.261 010

Course ID	Course Title	Hours	Units
APEL 120	Orientation to the Electrical Trade	96	3
APEL 121	Electron Theory; Basic Blueprint Reading; DC Theory; National Electrical Code Introductions	96	3
APEL 122	Codeology; Test Equipment; Pipe Bending; Introduction to Blueprints	96	3
APEL 123	AC Theory; Transformers; Intermediate National Electrical Code	96	3
APEL 124	DC/AC Theory Review; Electronics; Industrial Blueprints	96	3
APEL 125	NEC Grounding; Overcurrent Protection; Transformer Connections	96	3
APEL 126	Motors; Motor Control; Lighting Protection	96	3
APEL 127	Digital Electronics; Motor Speed Control; Advanced National Electrical Code	96	3
APEL 128	Programmable Logic Controllers; Low Voltage Systems & High Voltage Systems	96	3
APEL 129	National Electrical Code Review	96	3

Certificate Total: 30 Units

Apprentices shall participate in a minimum of 192 hours of related classroom training per year (960 hours total), outside the normal work hours. The Local Educational support will be provided by Foothill Community College. The JATC shall require each apprentice to satisfactorily complete the Five-Year (5) Inside Wireman Apprenticeship Course Material.

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