

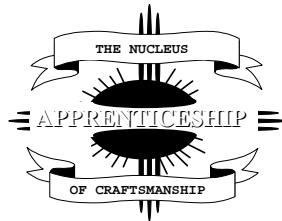


MINIMUM GUIDELINE STANDARDS OF APPRENTICESHIP  
Adopted by

**OREGON STATE LIMITED RESIDENTIAL ELECTRICIAN JATC**

<u>Skilled Occupational Objective(s):</u>	<u>SOC#</u>	<u>SYMBOL</u>	<u>SUFFIX</u>	<u>Term</u>
Limited Residential Electrician	47-2111	0159	100	4,000 hours

MA#	8015	SOC Title	Electricians	License	Limited Residential Electrician
-----	------	-----------	--------------	---------	---------------------------------



APPROVED BY THE  
Oregon State Apprenticeship and Training Council

REGISTERED WITH THE  
Apprenticeship and Training Division  
Oregon State Bureau Labor and Industries  
800 NE Oregon Street  
Portland, Oregon 97232

APPROVAL:

September 16, 2004 By: **BRAD AVAKIAN**  
Initial Approval Date Chairman of Council

June 19, 2008 By: **STEPHEN SIMMS**  
Last Date Revised Secretary of Council

## APPRENTICESHIP STANDARDS

The Oregon State Apprenticeship and Training Council (OSATC) has the authority to develop, administer, and enforce apprenticeship program standards (Standards) for the operation and success of an apprenticeship or on-the-job-training program in the State of Oregon. Apprenticeship programs and committees function to administer, exercise or relinquish authority only with the consent of the OSATC and only apprentices registered with or recognized by the Oregon State Bureau of Labor and Industries (BOLI), Apprenticeship and Training Division (ATD) will be recognized by the OSATC. Parties signatory to these apprenticeship standards declare that their purpose and policy is to establish and sponsor an organized system of registered apprenticeship and training education.

These Standards are in conformity with and are to be used in conjunction with the Apprenticeship Rules, Chapter 839-011 OAR (Oregon Administrative Rules); Apprenticeship and Training Statutes, Chapter 660 ORS (Oregon Revised Statute); The National Apprenticeship Act, 29 U.S.C. (United States Code) 50; Apprenticeship Programs, Title 29 Part 29 CFR (Code of Federal Regulations); and Equal Employment Opportunity in Apprenticeship and Training, Title 29 Part 30 CFR which collectively govern the employment and training in apprenticeable occupations. They are part of the apprenticeship agreement and bind all signers to compliance with all provisions of registered apprenticeship.

If approved by the council, such amendment(s) and such changes as adopted by the council shall be binding to all parties on the first day of the month following such approval. Sponsors shall notify apprentices and training agents of changes as they are adopted by the council. If and when any part of these Standards becomes illegal, as it pertains to federal and/or state law, that part and that part alone will become inoperative and null and void, and the Bureau of Labor and Industries (BOLI) may recommend language that will conform to applicable law for adoption by the OSATC. The remainder of the Standards will remain in full force and effect.

See ORS Chapter 660 & OAR 839-011 for the definitions necessary for use with these Standards.

*Sections of the standard inside of a border are specific to the individual standard and may be modified by the sponsor by submitting a revised standard for approval by the Oregon State Apprenticeship and Training Council. All other sections of the standard are boilerplate and may only be modified by the Council.*

## STATE COMMITTEES AND MINIMUM GUIDELINE STANDARDS

State joint apprenticeship committees are formed for the purpose of promoting and coordinating the apprenticeship goals of the occupation and for developing statewide standards and related instructional materials. At its discretion, or upon petition by two or more local committees directly affected by minimum guideline standards, OSATC will direct ATD staff to convene a state joint committee composed of members of local committees training in the occupation. The state committee will develop for Council approval proposed or revised Minimum Guideline Standards as may be dictated by the needs of the industry and occupation.

Minimum guidelines are established only in the following standards areas (OAR 839-011-0360):

Minimum qualifications (Section II)

Hours of employment (Section IV)

Maximum probationary period (Section V)

Maximum ratio of apprentices to journey persons (Section VI)

Work processes and approximate hours (Section VIII)

Minimum related training hours and subjects (Section IX)

II. MINIMUM QUALIFICATIONS:

Minimum qualifications must be clearly stated and applied in a nondiscriminatory manner (See ORS 660.126 (1b)). Documentation must be provided for all minimum qualifications:

Age	Must be at least 17 to apply. At least eighteen (18) years of age prior to registration.
Education	High school diploma or GED certificate applies to all applicants. One full year of high school algebra or integrated math 2 or equivalent post high school algebra course(s) with a passing grade of "C" or better, or equivalent placement test score from a community college or other educational facility (the NECA-IBEW NJATC math placement test is an example of a valid test provided by an other educational facility) indicating a placement level beyond high school level algebra. Note: Local committees may revise their Limited Residential Electrician standard to allow the indenture of applicants who document successful completion of one full year of high school mathematics (or equivalent) in lieu of the algebra requirement, with a note in the standard specifying that these apprentices must satisfy the algebra requirement as stated above during the probationary period in order to remain in the program.
Physical	None
Testing	None
Other	None

IV. TERM OF APPRENTICESHIP:

The term of apprenticeship shall be 4,000 hours of employment.

NOTE: Total hours in local committee standards may not fluctuate below requirements dictated by minimum guideline standards (OAR 839-011-0370).

In licensed occupations the apprentice must complete the minimum hours of documented legal experience.

This is a licensed occupation and requires that all required hours of instruction and supervised OJT be completed prior to the apprentice being referred to the electrical licensure examination.

V. INITIAL PROBATIONARY PERIOD:

The maximum probationary period shall be the first 1,000 OJT hours of employment after the current registration to the local committee standard and successful completion of the first term of related instruction after the current registration to the local committee standard.

VI. RATIO OF APPRENTICES TO JOURNEY LEVEL WORKERS:

1. There shall be a maximum numeric ratio of apprentices to journey-level workers consistent with proper supervision, training, safety and continuity of employment. (See ORS 126 (1f))
2. The ratio shall be specifically and clearly stated as to its application to the job site, workforce, department, shift, plant or combination therein. (See ORS 660.126 (1f))

The maximum ratio of apprentices to journey-level workers shall not be more than one (1) apprentice to the first one (1) journey-level worker(s) on the job . Additional apprentices are authorized at a ratio of one (1) apprentice for each additional one (1) journey level worker(s). (See ORS 660.126 (f))

VIII. WORK PROCESSES:

Work processes	Approximate hours
a. Branch circuits (rough-in and trim outlets, lighting, outdoor circuits)	2,000
b. Services and equipment (services, appliances, HVAC, etc.)	1,000
c. Remodeling	500
d. Specialized systems (life safety, intercom, telephone, etc)	500
TOTAL	4,000

NOTE: The committee realizes that the completion of 4,000 hours of 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 every work process as set forth in this standard. When an apprentice is unable to fulfill the total work hours in each work process the committee will evaluate the apprentice's knowledge, skills and abilities and provide appropriate additional related instruction to assure that competency is acquired in each work process. The evaluation and summary of the additional instruction will be noted in the apprentice's file.

Local committees proposing new or revised standards affected by minimum guideline standards will be allowed to redistribute no more than 5% of on-the-job training hours within existing individual work processes. (OAR 839-011-0370)

IX. RELATED/SUPPLEMENTAL INSTRUCTION:

A minimum of 144 hours of related training shall be required during each year the apprentice is registered in the program (See ORS 660.157, OAR 839-011-0360(2d)).

The following is a summary of related instruction including required class hours in each element of instruction (See ORS 660.157):

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. (see OAR 918-282-0170 to -0365)

Course	Minimum Hours
Electric Code	30
Safety (Includes First Aid/CPR)	10
Blueprints	12
Industry Orientation	12
Mathematics	12
Electrical Theory	35
Job Information (Hand tools, power tools, services, grounding, branch circuits, raceways, and conductors)	25
Specialized Systems (Home automation, CATV, Telecommunications, HVAC, swimming pools)	30
Sub-Total	166
Balance of training hours to be determined from topic areas to address particular areas of need as identified by the local committee	122
TOTAL	288

Subject area hours that are creditable towards the minimums may not exceed 300% of the minimum hours established by these standards

**XI. STATE JOINT COMMITTEE – RESPONSIBILITIES AND COMPOSITION:**

The following is an overview of the requirements associated with administering a state apprenticeship committee. (See ORS 660.155 to -157 and OAR 839-011-0360 to -0380)

1. State joint apprenticeship committees are formed for the purpose of promoting and coordinating the apprenticeship goals of the occupation and for developing statewide standards and related instructional materials. At its discretion, or upon petition by two or more local committees directly affected by minimum guideline standards, OSATC will direct ATD staff to convene a state joint committee.
2. Each local committee training in the occupation shall designate no more than one employer and one employee representative (with alternates) to the state joint committee; notification of this action must be submitted to ATD in writing.
3. To determine a quorum, the total number of authorized representatives appointed by local committees will be counted; appointed representatives of local trade committees will be counted only if they are present at the state joint committee meeting. A quorum consists of 50% plus one of the total authorized local committee representatives.
4. The state joint committee will develop for OSATC approval proposed or revised Minimum Guideline Standards as dictated by the needs of the industry and occupation.
  - a. New or revised Minimum Guideline Standards presented to the OSATC for approval shall be first distributed to local committees training in the occupation for review and comment.

- b. Each local committee shall have no more than 30 days to present any written objections they may have. After reviewing this information the state joint committee will prepare its final recommendations to OSATC.
  - c. If consensus is not reached by the state joint committee, a majority and minority report will be submitted to OSATC for consideration. The geographic area covered by each participating local committee as well as the number of apprentices served and the number of training agents affected will be taken into consideration in the OSATC's decision.
5. Each state joint committee may adopt rules consistent with ORS Chapter 660 as it deems necessary for the orderly conduct of its meetings. Unless the state committee determines otherwise, ATD staff will prepare and distribute state joint committee agendas and minutes as needed.