



STANDARDS OF APPRENTICESHIP

Developed by

**PLUMBERS' JOINT APPRENTICESHIP COMMITTEE
LOCAL 130, U.A.**

**1400 W. Washington Blvd.
Chicago, Illinois 60607**

For the occupation of

PLUMBER

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APPROVED BY
U.S. DEPARTMENT OF LABOR
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FOREWORD

These ***PLUMBERS' JOINT APPRENTICESHIP COMMITTEE LOCAL 130, U.A.(JAC)*** apprenticeship standards have as their objective the training of ***PLUMBERS*** skilled in all phases of the industry. The JAC recognizes that in order to accomplish this, there must be well-developed on-the-job learning combined with related instruction.

This recognition has resulted in the development of these standards of apprenticeship. They were developed in accordance with the basic standards recommended by the U.S. Department of Labor, Office of Apprenticeship, as a basis from which the JAC can work to establish an apprenticeship training program that meets the particular needs of the area.



SECTION I - PROGRAM ADMINISTRATION

Program Sponsors are responsible for the administration of all aspects of a Registered Apprenticeship program. Sponsor means any person, association, committee, or organization operating an apprenticeship program and in whose name the program is (or is to be) registered or approved. Sponsors will establish a Joint Apprenticeship Committee (JAC) to carry out the responsibilities and duties required of a Program Sponsor as described in these Standards of Apprenticeship.

Responsibilities of the JAC

- A. Cooperate in the selection of apprentices as outlined in this program.
- B. Ensure that all apprentices are under written apprenticeship agreements.
- C. Review and recommend apprenticeship activities in accordance with this program.
- D. Establish the minimum standards of education and experience required of apprentices.
- E. Register the local apprenticeship standards with the Registration Agency.
- F. Hear and resolve all complaints of violations of apprenticeship agreements.
- G. Arrange evaluations of apprentices' progress in manipulative skills and technical knowledge.
- H. Maintain records of all apprentices, showing their education, experience, and progress in learning the occupation.
- I. Certify to the Registration Agency that apprentices have successfully completed their apprenticeship program.
- J. Notify, within 45 days, the Registration Agency of all new apprentices to be registered, credit granted, suspensions for any reason, reinstatements, extensions, completions, and cancellations with explanation of causes.
- K. Supervise all the provisions of the local standards and be responsible, in general, for the successful operation of the standards by performing the duties here listed. Cooperate with public and private agencies, which can be of assistance in obtaining publicity to develop public support of apprenticeship. Keep in contact with all parties concerned, including apprentices, employers, and journeyworkers.
- L. Provide each apprentice with a copy of these standards, along with any applicable written rules and policies. Require the apprentice to sign an acknowledgment receipt of same. Follow this procedure whenever revisions or modifications are made to the rules and policies.
- M. When notified that an apprentice's related instruction or on-the-job progress is found to be unsatisfactory, the JAC will determine whether the apprentice should continue in a probationary status and may require the apprentice to repeat a process or series of processes before advancing to the next wage classification. Should it be found in the



course of this determination that the apprentice does not have the ability or desire to continue the training to become a journeyworker, the JAC will, after the apprentice has been given adequate assistance and opportunity for corrective action, terminate the apprenticeship agreement, as provided in 29 CFR § 29.7(h)(1)(2)(i) and (ii).

- N. The JAC will provide each registered apprentice with continuous employment sufficient to provide the opportunity for completion of his or her apprenticeship program. If the JAC is unable to fulfill its training and/or employment obligation in conformance with these standards, the JAC will, per Section XXIII of these standards and with the apprentice's consent, make a good-faith effort to facilitate a transfer of the apprentice to another registered sponsor for completion of the apprenticeship.

If conditions of business make it necessary to temporarily suspend the period of apprenticeship. Apprentices suspended for this reason will be given the opportunity to resume their active apprenticeships before any additional apprentices are employed. The suspension and reinstatement of apprentices shall be done in relation to retention of the most advanced apprentice and in accordance with the company policy for breaks in seniority.

- O. Members of the Committee will be educated as to the equal employment opportunity in apprenticeship.
- P. Members of the Committee will be educated as to the fiduciary responsibility of the JAC.
- Q. Meet at least quarterly to review records and progress of each apprentice in training and recommend improvements or modifications in training schedules, schooling and other training activities. Written minutes of the meetings will be kept.
- R. Determine the quality and quantity of experience on the job which apprentices should have and to make every effort toward their obtaining it.
- S. Determine the physical fitness and agility of qualified applicants to perform the work of The occupation that may require a medical examination prior to their employment as apprentices.
- T. Advise apprentices on the need for accident prevention and provide instruction with respect to safety in the workplace.
- U. Test or determine the apprentices' ability to learn the material.

Structure of the Joint Apprenticeship Committee (JAC)

- A. Members of the JAC will be selected by the groups they represent.
- B. Membership will be composed of an equal number of representatives of the employer(s) and of the employees represented by a bona fide collective bargaining agent(s).



Administrative Procedures

- A. The JAC will select a Chairperson, Co-Chairperson, Secretary and Treasurer and will determine the time and place of regular meetings. Meetings will be held as frequently as needed at least quarterly to effectively manage the program. Written minutes of the meetings will be kept.
- B. The Chairperson, Co-Chairperson, Secretary and Treasurer will have the power to vote on all questions affecting apprenticeship.
- C. The offices of Chairperson, Co-Chairperson, Secretary and Treasurer should rotate among members of the sponsor.

SECTION II - EQUAL OPPORTUNITY PLEDGE - 29 CFR §§ 29.5(b)(21) and 30.3(b)

The recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, sex (including pregnancy and gender identity), sexual orientation, genetic information, or because they are an individual with a disability or a person 40 years old or older. The JAC will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under 29 CFR § 30.

SECTION III - AFFIRMATIVE ACTION PLAN AND SELECTION PROCEDURES - 29 CFR §§ 29.5(b)(21), 30.4, and 30.5

Sponsors with 5 or more registered apprentices are required to adopt an affirmative action plan (Appendix C) and selection procedures (Appendix D), which will become part of these standards of apprenticeship. However, the Office of Apprenticeship encourages the development of these two plans for all programs regardless of apprentice numbers. For programs with fewer than 5 apprentices, these plans are not required, and the sponsor may continue to select apprentices in conformance with its current human resources and equal employment opportunity hiring policies.

SECTION IV - QUALIFICATIONS FOR APPRENTICESHIP - 29 CFR § 29.5(b)(10) (EXAMPLES)

Applicants will meet the following minimum qualifications. These qualification standards, and the score required on any standard for admission to the applicant pool, must be directly related to job performance, as shown by a statistical relationship between the score required for admission to the pool and performance in the apprenticeship program:

Applicants will meet the following minimum qualifications:

- A. Age: Applicants shall be at least 18 years of age.

Applicants shall submit reliable proof of birth date with the complete application to ensure meeting the minimum age requirement. Examples of acceptable proof include a valid driver's license, birth certificate, or other State identification.



B. Education

A high school diploma or General Education Development (GED) equivalency approved by the State is required. Applicant must provide proof of graduation from high school and proof of graduation or a transcript of post high school education and training. All GED records must be submitted if applicable. The applicant will authorize an effective release of their complete related instruction records from the local school authorities to the JAC.

An applicant who is seventeen (17) years of age at the time of application who otherwise meets all qualifications may be rated and ranked and placed on the Pool of Eligible list. Such an applicant must provide proof that a graduation certificate or GED has been awarded, and must be eighteen (18) years of age, prior to being registered by the JAC.

Applicants must submit a DD-214 to verify military training and/or experience if they are a veteran and wish to receive consideration for such training/experience.

C. Driver's License

Applicants must possess a valid driver's license and be insurable at the time of selection and maintain same for the duration of the apprenticeship.

D. Physical

Applicants will be physically capable of performing the essential functions of the apprenticeship program, with or without a reasonable accommodation, and without posing a direct threat to the health and safety of the individual or others.

Applicants will pass a physical agility test, fitness test, and a screen for the current illegal use of drugs on acceptance into the program and prior to being employed.

E. Aptitude Test

Aptitude testing shall be done using an outside testing agency selected by the JAC. The testing shall be administered and scored by the testing agency. The testing agency shall report the test results to the JAC.

Each individual who takes the aptitude test will complete a Personal Experience Form (PEF).

The Aptitude Test and the PEF shall be scored by a consultant selected by the JAC. The JAC or its representative shall establish from time to time the criteria for scoring of the PEF.

SECTION V - APPRENTICESHIP AGREEMENT - 29 CFR §§ 29.3(d), 29.3(e), and 29.5(b)(11)

After an applicant for apprenticeship has been selected, but before employment as an apprentice or enrollment in related instruction, the apprentice will be covered by a written apprenticeship agreement (Appendix B) which can be submitted electronically through the RAPIDS, using the



Apprentice Electronic Registration process by the sponsor and the apprentice and approved by and registered with the Registration Agency. Such agreement will contain a statement making the terms and conditions of these standards a part of the agreement as though expressly written therein. The sponsor shall provide a copy of the apprenticeship agreement to the apprentice, the Registration Agency, the employer, and the union. An additional copy will be provided to the veteran's state approving agency for those veteran apprentices desiring access to any benefits to which they are entitled.

Prior to signing the apprenticeship agreement, each selected applicant will be given an opportunity to read and review these standards, the sponsor's written rules and policies, the apprenticeship agreement, and the sections of the collective bargaining agreement (CBA) that pertain to apprenticeship.

The Registration Agency will be advised within 45 days of the execution of each apprenticeship agreement and will be given all the information required for registering the apprentice.

SECTION VI - SUPERVISION OF APPRENTICES AND RATIOS - 29 CFR § 29.5(b)(14) and 29 CFR § 29.5(b)(7)

No apprentice shall work without proper or adequate supervision of the journeyworker.

For the purpose of these apprenticeship standards, adequate or proper supervision of the apprentice means the apprentice is under the supervision of a fully qualified journeyworker or supervisor at all times who is responsible for making work assignments, providing OJL, and ensuring safety at the worksite.

To adequately or properly supervise an apprentice does not mean the apprentice must be within eyesight or reach of the supervisor, but that the supervisor knows what the apprentice is working on; is readily available to the apprentice; and is making sure the apprentice has the necessary instruction and guidance to perform tasks safely, correctly, and efficiently.

The JAC will be responsible for the training of the apprentice on the job. Apprentices will be under the general supervision of the JAC and first and second year apprentices under the direct supervision of the journeyworker to whom they are assigned. The supervisor of apprentice(s) designated by the employer will be responsible for the apprentice's work assignments, and will ensure the apprentice is working under the supervision of a skilled journeyworker, evaluation of work performance, and completion and submittal of progress reports to the JAC.

No first or second year apprentice will be allowed to work without direct journeyworker supervision.

The JAC will be responsible for the apprentice's progress in related instruction classes.

The JAC shall establish a numeric ratio of apprentices to fully proficient workers (journeyworkers) consistent with proper supervision, training, safety, continuity of employment, and applicable provisions in CBAs, except where such ratios are expressly prohibited by the CBAs.



The ratio language must be specific and clearly described as to its application to the jobsite, workforce, department, or plant. The ratio of apprentices to fully proficient workers (journeyworkers) will be as noted in Appendix A.

The ratio of apprentices to journeyworkers will be one (1) apprentice to one (1) journeyworker for Davis-Bacon Certified work.

SECTION VII - TERM OF APPRENTICESHIP -29 CFR § 29.5(b)(2)

The term of the occupation will be **time-based** with an OJL attainment of 7,500 to 10,000 hours/ five (5) Years supplemented by the required hours of related instruction as stated on the Work Process Schedule and Related Instruction Outline (Appendix A).

The term of apprenticeship, including the probationary period shall consist of five (5) one-year segments. Each one-year segment will consist of approximately 1,500 to 2,000 hours of reasonably continuous on-the-job learning and a minimum of 346 hours of related instruction in each of the first three years. In the fourth and fifth years related instruction shall consist of a minimum of 20 evening continuing education classes per year. The term of apprenticeship may be reduced by up to 1,000 hours for an apprentice who has earned a Journeyworker Plumber's License from the City of Chicago or the State of Illinois after completing his or her fourth year of apprenticeship.

During the third, fourth and fifth year of training the apprentice may be allowed to perform the work of the trade without direct supervision of a journeyworker consistent with the applicable collective bargaining agreement. The third, fourth and fifth year apprentice will remain under the jurisdiction of the JAC.

At the option of the JAC, exercised as set forth in this Section, an apprentice will only be eligible for journeyworker status when:

- I. He or she has completed a minimum of 7,500 hours of on-the-job learning and related classroom instruction and has received a Journeyworker Plumber's License from the City of Chicago or the State of Illinois; or
- II. He or she has completed 4 ½ years as a registered apprentice with the JAC and has received a Journeyworker Plumber's License from the City of Chicago or the State of Illinois; the JAC's option shall be applied uniformly to similarly situated apprentices and shall be evidenced by a resolution adopted by a majority of the JAC.

Until an apprentice receives that license and has been certified by the JAC as having completed his or her apprenticeship he or she shall remain under the jurisdiction of the JAC.

An apprentice is expected to complete the apprenticeship and obtain a Journeyworker Plumbers License from the City of Chicago or the State of Illinois in no more than 72 months. If an individual is no longer eligible for an apprentice plumbing license the individual may be dismissed from the apprenticeship program at the discretion of the Trustees.



SECTION VIII - PROBATIONARY PERIOD – 29 CFR §§ 29.5(b)(8), and 29.5(b)(20)

Every applicant selected for apprenticeship will serve a probationary period. The probationary period cannot exceed 25 percent of the length of the program or 1 year, whichever is shorter, but in no event will the probationary period be less than six (6) months in length.

During the probationary period, either the apprentice or the JAC may terminate the apprenticeship agreement, without stated cause, by notifying the other party in writing. The records for each probationary apprentice will be reviewed prior to the end of the probationary period. Records may consist of periodic reports regarding progression made in both the OJL and related instruction, and any disciplinary action taken during the probationary period.

Any probationary apprentice evaluated as satisfactory after a review of the probationary period will be given full credit for the probationary period and continue in the program. Any probationary apprentice terminated for failure to conform to the performance standards shall have his or her Apprenticeship Agreement cancelled. There will be no hearing or right of appeal.

After the probationary period, the apprenticeship agreement may be cancelled at the request of the apprentice or may be suspended or cancelled by the JAC for reasonable cause after documented due notice to the apprentice and a reasonable opportunity for corrective action. In such cases, the JAC will provide written notice to the apprentice and to the Registration Agency of the final action taken.

SECTION IX - HOURS OF WORK

Apprentices will generally work the same hours as fully proficient workers (journeyworkers), except that no apprentice will be allowed to work overtime if it interferes with attendance in related instruction classes.

Apprentices who do not complete the required hours of OJL during a given segment will have the term of that segment extended until the required number of hours of training are accrued.

The JAC or its designated representative has the right to extend the on-the-job learning hours of any apprentice who does not display the required skills of the trade. The JAC or its designated representative may give credit to any apprentice who displays the skills of the trade and shorten his or her on-the-job hours.

SECTION X - APPRENTICE WAGE PROGRESSION – 29 CFR § 29.5(b)(5)

Apprentices will be paid a progressively increasing schedule of wages and fringe benefits during their apprenticeship based on the acquisition of increased skill and competence on the job and in related instruction. Before an apprentice is advanced to the next segment of training or to fully proficient or journeyworker status, the JAC will evaluate all progress to determine whether advancement has been earned by satisfactory performance in OJL and in related instruction courses. In determining whether satisfactory progress has been made, the JAC will be guided by the work experience and related instruction records and reports.



The progressive wage schedule and fringe benefits will be an increasing percentage of the fully proficient or journeyworker wage rate as established in the CBA. The percentages that will be applied to the applicable fully proficient or journeyworker rate are shown on the attached Work Process Schedule and Related Instruction Outline (Appendix A). In no case will the starting wages of apprentices be less than that required by any minimum wage law that may be applicable.

SECTION XI - CREDIT FOR PREVIOUS EXPERIENCE - 29 CFR §§ 29.5(b)(12) and 30.4(c)(8)

The JAC may grant credit toward the term of apprenticeship to new apprentices. Credit will be based on demonstration of previous skills or knowledge equivalent to those identified in these standards.

Apprentice applicants seeking credit for previous experience gained outside the supervision of the JAC must submit the request at the time of application and furnish such records and affidavits to the JAC to substantiate the claim. An applicant who is a veteran and who wishes to receive consideration for military training and/or experience must submit a DD-214. Applicants requesting credit for previous experience who are selected into the apprenticeship program will start at the beginning wage rate. The request for credit will be evaluated and a determination made by the JAC during the probationary period, when actual on-the-job and related instruction performance can be examined. Prior to completion of the probationary period, the amount of credit to be awarded will be determined after review of the apprentice's previous work and training/education record and evaluation of the apprentice's performance and demonstrated skill and knowledge during the probationary period.

An apprentice granted credit will be advanced to the wage rate designated for the period to which such credit accrues. The Registration Agency will be advised of any credit granted and the wage rate to which the apprentice is advanced. If the JAC subsequently learns or determines that the credit was wrongly granted it may reduce or eliminate the credit and give the apprentice the appropriate credit and place the apprentice at the appropriate wage rate.

The granting of advanced standing will be uniformly applied to all apprentices.

SECTION XII - WORK EXPERIENCE - 29 CFR § 29.5(b)(3)

During the apprenticeship, the apprentice will receive OJL and related instruction in all phases of the occupation necessary to develop the skill and proficiency of a skilled journeyworker. The OJL will be under the direction and guidance of the apprentice's supervisor.

If a signatory employer is unable to fulfill its training obligations due to lack of work or failure to conform to the Standards of Apprenticeship, the JAC has an obligation to move the affected apprentices to other signatory employers.

The JAC may transfer an apprentice from one employer to another to provide continuous employment and to assure more complete on-the-job learning experience in all aspects of the occupation trade.



During the first two years of learning, apprentices will be given the opportunity to install and assist in the installing piping materials, as their skill permits, under the direct supervision and guidance of a qualified licensed journeyworker.

During their fifth year of learning, apprentices may be allowed to make pipe installations and do related work, as their skill permits, without the direct supervision of a journeyworker, provided a journeyworker is on site and available to check the apprentice's work.

For the protection of the individual consumer and the general public, all work done by apprentices as indicated above shall conform in every respect with the requirements prescribed in all applicable local codes and ordinances.

The JAC may rotate or shift apprentices from one employer to another as necessary to assure complete training in the plumbing industry.

The work experience schedule shall be attached to these Standards when they are registered by the JAC. This schedule shall be used as a guide to the various types of work performed and the basic skills learned during apprenticeship.

SECTION XIII - RELATED INSTRUCTION – 29 CFR § 29.5(b)(4)

1. Apprentices

The purpose of related instruction is to teach apprentices those applied academics in subject areas critical to job performance, but not adequately or effectively taught on the job. It will be up to the local JAC to establish the subject matter and hours that will be taught, the method and institution by which it will be provided for each occupation being registered.

During each segment of training each apprentice is required to participate in coursework related to the job as outlined in Appendix A. Hours of related training shall be no less than 368 hours per year during years one, two and three of Apprenticeship and a minimum of 53 hours of related training for years four and five with a minimum of 1,210 hours for the full term of apprenticeship. Apprentices agree to take such courses as the JAC deems advisable. The JAC will secure the instructional aids and equipment it deems necessary to provide quality instruction. The instruction materials recommended by the National Joint Committees shall be adopted as the basic course of study, and each apprentice shall be required to purchase a set of these texts for personal study during the training and for reference after completion of apprenticeship. An outline of the related instruction training program shall be attached to these Standards when they are registered by the JAC.

Apprentices will be paid for hours spent attending related instruction classes, excluding orientation in the first three years of apprenticeship. In the fourth and fifth you will not be paid for related training classes.

Upon completion of a five-year apprenticeship program the apprentices may receive 32 credits toward their Associate Degree from Washtenaw Community College.



The JAC will secure competent instructors whose knowledge, experience, and ability to teach will be carefully examined and monitored. All instructors should work toward the attainment of completion of the UA Certification of Instructors of Journeyworkers and Apprentices in the Plumbing and Pipefitting Industry and therefore should seek continuing education.

Any apprentice who is absent from related instruction classes, unless officially excused, shall satisfactorily complete all class work missed before being advanced to the next period of training. In cases of failure of an apprentice to fulfill the obligations regarding classroom (or on-the-job learning) training without due cause, the JAC shall take appropriate disciplinary action and may cancel the Apprenticeship Agreement after due notice to the apprentice and opportunity for corrective action.

To the extent possible, related instruction will be closely correlated with the practical experience and training received on-the-job. The JAC will monitor and document the apprentice's progress in related instruction classes.

2. Apprentice Instructors

The DACUM and Course Outline provide suggested courses and hours to satisfy the necessary competencies for each occupation. To the extent possible, related instruction shall be closely correlated with the practical experience and training received on the job. The JAC will inform each apprentice of the availability of college credit. The JAC will secure competent instructors whose knowledge, experience, and ability to teach will be carefully examined and monitored. The JAC will require the instructors to work toward attainment of a UA Certification of Instructor of Journeyworkers and Apprentices in the Plumbing and Pipefitting Industry. All UA student instructors must complete the following six courses along with an additional 80 hours of elective courses to earn this instructor certificate. This is in accordance with Title 29 CFR 29.5(b)(4)(ii).

Requirements for the Five-Year Instructor Training Program:

First Year:

Course 101/UAT211	Fundamentals of Learning and Teaching (Plus 20-hour elective course)
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Second Year:

Course 102/UAT212 Course 510/UAT210	Planning and Teaching Effective Lessons I Public Speaking
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Third Year:

Course 103/UAT213	Planning and Presenting Skill & Related Information (Plus 20-hour elective course)
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Fourth Year:

Course 104/UAT214 Techniques in Interaction and Discussion,
And Developing Individualized Instruction
(Plus 20-hour elective course)

Fifth Year:

Course 105/UAT215 Problem Solving and Innovations in Trade Teaching
(Plus 20-hour elective course)

The JAC will inform each apprentice of the availability of college credit (if applicable).

SECTION XIV - SAFETY AND HEALTH TRAINING - 29 CFR § 29.5(b)(9)

All apprentices will receive instruction in safe and healthful work practices both on-the- job and in related instruction that are in compliance with the Occupational Safety and Health Standards promulgated by the Secretary of Labor under 29 U.S.C. 651 et seq., as amended, dated December 29, 1970, and subsequent amendments to that law, or State Standards that have been found to be at least as effective as the Federal Standards. CPR and First Aid training will be included.

Apprentices will be taught that accident prevention is very largely a matter of education, vigilance, and cooperation and that they should strive at all times to conduct themselves in their work to ensure their own safety and that of their fellow workers.

SECTION XV - MAINTENANCE OF RECORDS - 29 CFR §§ 29.5(b)(6), 29.5(b)(23), and 30.8

Program sponsors are responsible for maintaining, at a minimum, the following records:

- summary of the qualifications of each applicant;
- basis for evaluation and for selection or rejection of each applicant;
- records pertaining to interview;
- the original application;
- records of each apprentice's OJL;
- related instruction reviews and evaluations;
- progress evaluations;
- record of job assignments, promotions, demotions, layoffs, or terminations, rates of pay; and
- any other actions pertaining to the apprenticeship

Program sponsors will also maintain all records relating to apprenticeship applications (whether selected or not), including, but not limited to, the sponsor's outreach, recruitment, interview, and selection process. Such records will clearly identify minority and female (minority and nonminority) applicants and must include, among other things, the basis for evaluation and for selection or rejection of each applicant. For a complete list of records that each sponsor is required to maintain under 29 CFR § 30, please refer to 29 CFR § 30.8.



All such records are the property of the sponsor and will be maintained for a period of 5 years from the date of last action. They will be made available to the Registration Agency upon request.

SECTION XVI - CERTIFICATE OF COMPLETION OF APPRENTICESHIP - 29 CFR § 29.5(b)(15), and Circular 2015-02

Upon satisfactory completion of the requirements of the apprenticeship program as established in these Standards, the JAC will so certify to the Registration Agency and request the awarding of a Certificate of Completion of Apprenticeship to the completing apprentice(s). Such requests may be completed electronically using the Registered Apprenticeship Partners Information Data System (RAPIDS) or in writing using the supplied U. S. Department of Labor, ETA, Office of Apprenticeship, Application for Certification of Completion of Apprenticeship Form in (Appendix B), accompanied by the appropriate documentation for both on-the-job learning and the related instruction as may be required by the Registration Agency.

SECTION XVII - NOTICE TO REGISTRATION AGENCY - 29 CFR §§ 29.3(d), 29.3(e), and 29.5(b)(19)

The Registration Agency must be notified within 45 days of any apprentice action - e.g., registered, reinstated, extended, modified, granted credit, completed, transferred, suspended, canceled - and a statement of the reasons therefor.

SECTION XVIII - REGISTRATION, CANCELLATION, AND DEREGISTRATION - 29 CFR §§ 29.5(b)(18), 29.8(a)(2), and 29.8(b)(8)

These standards will, upon adoption by the JAC, be submitted to the Registration Agency for approval. Such approval will be acquired before implementation of the program.

The JAC reserves the right to discontinue at any time the apprenticeship program set forth herein. The JAC will notify the Registration Agency within 45 days in writing of any decision to cancel the program.

The Registration Agency may initiate deregistration of these standards for failure of the JAC to abide by the provisions herein. Such deregistration will be in accordance with the Registration Agency's regulations and procedures.

The JAC will notify each apprentice of the cancellation of the program and the effect of same. If the apprenticeship program is cancelled at the JAC's request, the JAC will notify the apprentice(s) within 15 days of the date of the Registration Agency's acknowledgment of the JAC's request. If the Registration Agency orders the deregistration of the apprenticeship program, the JAC will notify the apprentice(s) within 15 days of the effective date of the order. This notification will conform to the requirements of 29 CFR § 29.8.



SECTION XIX - AMENDMENTS AND MODIFICATIONS – 29 CFR § 29.5(b)(18)

These standards may be amended or modified at any time by the JAC provided that no amendment or modification adopted will alter any apprenticeship agreement in force at the time without the consent of all parties. Such amendment or modification will be submitted to the Registration Agency for approval and registration prior to being placed in effect. A copy of each amendment or modification adopted will be furnished to each apprentice to whom the amendment or modification applies.

SECTION XX - ADJUSTING DIFFERENCES; COMPLAINT PROCEDURE – 29 CFR §§ 29.5(b)(22), 29.7(k), and 30.11

The JAC will have full authority to enforce these standards. Its decision will be final and binding on the employer, the JAC, and the apprentice, unless otherwise noted below.

If an applicant or an apprentice believes an issue exists that adversely affects his/her participation in the apprenticeship program or violates the provisions of the apprenticeship agreement or standards, the applicant or apprentice may seek relief through one or more of the following avenues, based on the nature of the issue:

29 CFR § 29.7(k)

For issues regarding wages, hours, working conditions, and other issues covered by the CBA, apprentices may seek resolution through the applicable grievance and arbitration procedures contained in the CBA.

The JAC will hear and resolve all complaints of violations concerning the apprenticeship agreement or standards for which written notification is received within 15 days of the alleged violations. The JAC will make such rulings as it deems necessary in each individual case within 30 days of receiving the written notification. Either party to the apprenticeship agreement may consult with the Registration Agency for an interpretation of any provision of these standards over which differences occur. The name and address of the appropriate authority to receive, process, and dispose of complaints is:

Plumbers' Joint Apprenticeship Committee	USDOL/Office of Apprenticeship
Local #130 UA	Jose Velazquez, Deputy Administrator
1400 W. Washington Blvd.	Frances Perkins Building
Chicago, Illinois 60607	200 Constitution Ave. NW
	Washington, DC 20210
	Velazquez.jose.a@dol.gov
	202-693-2909

29 CFR § 30.11

Any apprentice or applicant for apprenticeship who believes that he/she has been discriminated against on the basis of race, color, religion, national origin, sex(including pregnancy and gender identity), sexual orientation, genetic information, or because they are an individual with a disability or a person 40 years old or older with regard to apprenticeship or that the equal opportunity



standards with respect to his/her selection have not been followed in the operation of an apprenticeship program may, personally or through an authorized representative, file a complaint with the Registration Agency or, at the apprentice or applicant's election, with the private review body established by the program sponsor (if applicable).

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 standards provided in 29 CFR § 30.

The complaint must be filed not later than 180 days from the date of the alleged discrimination or specified failure to follow the equal opportunity standards, and in the case of complaints filed directly with the review body designated by the program sponsor to review such complaints, any referral of such complaint by the complainant to the Registration Agency must occur within the time limitation stated above or 30 days from the final decision of such review body, whichever is later. The time may be extended by the Registration Agency for good cause shown.

Complaints of discrimination and failure to follow equal opportunity standards in the apprenticeship program may be filed and processed under 29 CFR § 30 and the procedures set forth above.

The sponsor shall provide written notice of its complaint procedure to all applicants for apprenticeship and all apprentices.

SECTION XXI - COLLECTIVE BARGAINING AGREEMENTS - 29 CFR § 29.11

Nothing in this part or in any apprenticeship agreement will operate to invalidate:

- (a) Any apprenticeship provision in any CBA between employers and employees establishing higher apprenticeship standards; or
- (b) Any special provision for veterans, minority persons, or women in the standards, apprentice qualifications or operation of the program, or in the apprenticeship agreement, which is not otherwise prohibited by law, executive order, or authorized regulation.

SECTION XXII - TRANSFER OF AN APPRENTICE AND TRAINING OBLIGATION - 29 CFR § 29.5(13)

The transfer of an apprentice between apprenticeship programs and within an apprenticeship program must be based on agreement between the apprentice and the affected apprenticeship committees or program sponsors and must comply with the following requirements:

- i. The transferring apprentice must be provided a transcript of related instruction and OJL by the committee or program sponsor;
- ii. Transfer must be to the same occupation; and



- iii. A new apprenticeship agreement must be executed when the transfer occurs between the program sponsors.

The apprentice must receive credit from the new sponsor for the training already satisfactorily completed.

SECTION XXIII - RESPONSIBILITIES OF THE APPRENTICE

Apprentices, having read these standards formulated by the JAC, agree to all the terms and conditions contained herein and agree to abide by the JAC's rules and policies, including any amendments, and to serve such time, perform such manual training, and study such subjects as the JAC may deem necessary to become a skilled journeyworker.

Each apprentice may be responsible for maintaining a record of his/her work experience/training on-the-job and in related instruction and for having this record verified by his/her supervisor at the end of each week. The apprentice will authorize an effective release of their completed related instruction records from the local school authorities to the JAC. The record cards and all data, written records of progress evaluations, corrective and final actions pertaining to the apprenticeship, will be maintained by and will be the property of the JAC. This record will be included in each apprentice's record file maintained by the JAC.

Before each period of advancement, or at any other time when conditions warrant, the JAC will evaluate the apprentice's record to determine whether he/she has made satisfactory progress. If an apprentice's related instruction or on-the-job progress is found to be unsatisfactory, the JAC may determine whether the apprentice will continue in a probationary status, or require the apprentice to repeat a process or series of processes before advancing to the next wage classification. If the JAC subsequently learns or determines that the credit was wrongly granted it may reduce or eliminate the credit and give the apprentice the appropriate credit and place the apprentice at the appropriate wage rate. In such cases, the JAC will initiate a performance improvement plan with the apprentice whose progress is found to be unsatisfactory.

Should it be found that the apprentice does not have the ability or desire to continue the training to become a journeyworker, the JAC will, after the apprentice has been given adequate assistance and opportunity for corrective action, terminate the Apprenticeship Agreement. In signing the apprenticeship agreement, apprentices assume the following responsibilities and obligations under the apprenticeship program: Maintain and make available such records of work experience and training received on the job and in related instruction as may be required by the JAC.

- A. Develop and practice safe working habits and work in such a manner as to assure his/her personal safety and that of fellow workers. Work for the employer to whom the apprentice is assigned for the duration of the apprenticeship, unless the apprentice is reassigned to another employer or the apprenticeship agreement is terminated by the JAC. Develop and practice safe working habits and work in such a manner as to assure his/her personal safety and that of fellow workers.
- B. Perform diligently and faithfully the work of the occupation and other pertinent duties assigned by the JAC and the employer in accordance with the provisions of these Standards.



- C. Attend and satisfactorily complete the required hours in the OJL and in related instruction in subjects related to the occupation as provided under these Standards
- D. Respect the property of the contractor and abide by the working rules and regulations of the contractor, the local union, and the JAC.
- E. Enter into and perform and abide by any Scholarship Loan Agreement or arrangement required by the JAC.
- F. Conduct themselves at all time in a creditable, ethical and moral manner.

Except as otherwise determined by the JAC or its representative, apply to take the City of Chicago or State of Illinois Journeyman Plumbers' License exam no sooner than four years and no later than four years and six months after commencement of their apprenticeship.

SECTION XXIV - DISCIPLINARY ACTION

The JAC may take disciplinary action, up to and including dismissal from the Program and cancellation of the Apprenticeship Agreement against any probationary apprentice and no hearing or right of appeal shall be granted.

The JAC may take disciplinary action against any apprentice or employer for failure to comply with the Apprenticeship Agreement or the Apprenticeship Standards.

Before invoking disciplinary action the JAC will notify the apprentice and the employer of the infraction and provide reasonable opportunity for corrective action. When disciplinary action is to be imposed, the JAC will notify the apprentice and employer by certified mail and/or other verifiable method (E-mails) to appear before the JAC for a hearing. If the apprentice or employer fails to appear before the JAC after due notice, disciplinary action may be invoked without a hearing.

Disciplinary action may include postponement of the apprentice's advancement from one segment of training to the next or temporary removal of the apprentice from the job, causing loss of employment. It may also include cancellation of the Apprenticeship Agreement and removal of the apprentice from the apprenticeship program. Such action will occur only after due notice to the apprentice and opportunity for corrective action.

Removal by the JAC shall cancel the apprentice's apprenticeship agreement and the opportunity to complete the training.

Records of all disciplinary actions shall be maintained by the JAC. The Registration Agency shall be notified whenever a disciplinary action results in the cancellation of an Apprenticeship Agreement.



SECTION XXV – QUALIFICATION OF EMPLOYERS

All employers of apprentices must satisfy the JAC that they can meet the following minimum qualifications:

- A. Be financially responsible as required under the collective bargaining agreement.
- B. Have the necessary facilities to assure safe and effective training.
- C. Employ one or more journeymen steadily.
- D. Agree to adhere to the program as administered by the JAC, including all EEO/Affirmative Action provisions.
- E. The JAC may transfer an apprentice from one employer to another to provide employment or to assure a more complete on-the-job learning experience.

SECTION XXVI – ADMISSION AS A RESULT OF DIRECT ENTRY

- A. Military veterans, who completed military technical school and participated in a registered apprenticeship program while in the military in the plumbing industry, such as Veterans In Piping (VIP Program), or other construction trade will be given direct entry into the apprenticeship program. The JAC or its designated representatives shall evaluate the military training received for granting appropriate credit on the term of apprenticeship and the appropriate wage rate. The JAC will determine what training requirements they need to meet to ensure that they receive all necessary training for completion of the apprenticeship program. Entry of military veterans shall be done without regard to race, color, religion, national origin or sex.
- B. An employee who has performed jurisdictional work for a nonsignatory employer, not qualifying as a journeyworker when the employer becomes a signatory of a collective bargaining agreement with Local 130, shall be evaluated by the JAC or its designated representatives by appropriate testing and indentured at the appropriate level of apprenticeship based on the individual's previous work experience. An individual entering as an organized apprentice shall be subject to all rules regarding the entry and placement of organized apprentices adopted from time to time by the JAC.
- C. All individuals who become members of the Union through organization or during an organizing effort, whether or not the employer becomes signatory, and who is an employee of the nonsignatory employer and does not qualify as a Journey Worker,



shall be evaluated and indentured by the JAC or its designated representatives at the appropriate period of training. For such applicants to be considered they must:

- a. be employed in the JAC's jurisdiction when the authorization card was signed.
 - b. have been employed by the employer before the organizational effort commenced.
 - c. provide reliable documentation to the JAC to show they were an employee performing plumbing work prior to signing the authorization
- D. Additional methods of Direct Entry adopted by the International Pipe Trades Joint Training Committee and approved by the United States Department of Labor - Office of Apprenticeship may be utilized, by amendment of these Standards and approval by the Registration Agency, at the discretion of the JAC.

SECTION XXVII - TECHNICAL ASSISTANCE

Technical assistance, such as that from the U.S. Department of Labor's Office of Apprenticeship, recognized state apprenticeship agencies, and vocational schools, may be requested to advise the JAC.

The JAC is encouraged to invite representatives from industry, education, business, private organizations, and public agencies to provide consultation and advice for the successful operation of its training program.

SECTION XXVIII - CONFORMANCE WITH FEDERAL LAWS AND REGULATIONS

No Section of these Standards of Apprenticeship shall be construed as permitting violation of any Federal Law or Regulation.



SECTION XXIX - DEFINITIONS

Some of these definitions may not apply to all registered apprenticeship programs – sponsors may add or delete definitions depending on their needs.

APPRENTICE: Any individual employed by the employer meeting the qualifications described in the standards of apprenticeship who has signed an apprenticeship agreement with the local sponsor providing for training and related instruction under these standards and who registers with the Registration Agency.

APPRENTICE ELECTRONIC REGISTRATION (AER): An electronic tool that allows for instantaneous transmission of apprentice data for more efficient registration of apprentices and provides program sponsors with a faster turnaround on their submissions and access to their apprenticeship program data.

APPRENTICESHIP AGREEMENT: The written agreement between the apprentice and the sponsor setting forth the responsibilities and obligations of all parties to the apprenticeship agreement with respect to the apprentice's employment and training under these standards. Each apprenticeship agreement must be registered with the Registration Agency.

APPRENTICESHIP COMMITTEE (COMMITTEE): Those persons designated by the sponsor to act as agents for the sponsor in the administration of the program. A joint committee is composed of an equal number of representatives of the employer(s) and of the employees represented by a bona fide collective bargaining agent(s).

CERTIFICATE OF COMPLETION OF APPRENTICESHIP: The credential issued by the Registration Agency to those registered apprentices certified and documented as having successfully completed the apprentice training requirements outlined in these standards of apprenticeship.

CERTIFICATE OF TRAINING: A credential that may be issued by the U.S. Department of Labor's Office of Apprenticeship Administrator to those registered apprentices whom the sponsor has certified in writing to the Registration Agency as having successfully met the requirements to receive an interim credential.

COLLECTIVE BARGAINING AGREEMENT: The negotiated agreement between the signatory union and signatory employer(s) that sets forth the terms and conditions of employment.

COMPETENCY-BASED OCCUPATION: An occupation using an apprenticeship approach that requires the attainment of manual, mechanical, or technical skills and knowledge, as specified by an occupation standard and demonstrated by an appropriate written and hands-on proficiency measurement.

ELECTRONIC MEDIA: Media that utilize electronics or electromechanical energy for the end user (audience) to access the content. Includes, but is not limited to, electronic storage media, transmission media, the Internet, extranets, lease lines, dial-up lines, private networks, and the physical movement of removable/transportable electronic media and/or interactive distance learning.

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. A person, business, or



company signatory to this sponsor's standards that is responsible for providing hours of work, supervision, wages, and/or benefits to apprentices in its employ as registered under these standards.

HYBRID OCCUPATION: An occupation using an apprenticeship approach that measures the individual apprentice's skill acquisition through a combination of a specified minimum number of hours of on-the-job learning and the successful demonstration of competency as described in a work process schedule.

JOB CORPS CENTER: Any of the federally funded Job Corps centers throughout the U.S. and Puerto Rico. Job Corps serves youths and young adults 16-24 years of age. Sponsors that wish to hire Job Corps graduates who are trained in any occupation covered under these standards and who meet the minimum qualifications for apprenticeship may do so via the direct entry provision described in Appendix D: Qualifications and Selection Procedures.

JOURNEYWORKER: A worker who has attained a level of skills, abilities, and competencies recognized within an industry as mastery of the skills and competencies required for the occupation. The term may also refer to a mentor, technician, specialist, or other skilled worker who has documented sufficient skills and knowledge of an occupation, either through formal apprenticeship or through practical on-the-job experience and formal training.

O*NET-SOC CODE: The Occupational Information Network (O*NET) codes and titles are based on the new Standard Occupational Classification (SOC) system mandated by the federal Office of Management and Budget for use in collecting statistical information on occupations. The O*NET classification uses an 8-digit O*NET-SOC code. Use of the SOC classification as a basis for the O*NET codes ensures that O*NET information can be readily linked to labor market information such as occupational employment and wage data at the national, state, and local levels.

ON-THE-JOB LEARNING (OIL): Tasks learned on-the-job in which the apprentice must become proficient before a completion certificate is awarded. The learning must be through structured, supervised work experience.

PROVISIONAL REGISTRATION: The 1-year initial provisional approval of newly registered programs that meet the required standards for program registration, after which program approval may be made permanent, continued as provisional, or rescinded following a review by the Registration Agency, as provided for in 29 CFR § 29.3(g) and (h).

REGISTERED APPRENTICESHIP PARTNERS INFORMATION DATA SYSTEM (RAPIDS): A federal system that provides for the automated collection, retention, updating, retrieval, and summarization of information related to apprentices and apprenticeship programs.

REGISTRATION AGENCY and FIELD REPRESENTATIVE: The U.S. Department of Labor's Office of Apprenticeship or a recognized State Apprenticeship Agency that has responsibility for registering apprenticeship programs and apprentices, providing technical assistance, conducting reviews for compliance with 29 CFR §§ 29 and 30, and conducting quality assurance assessments. The field representative shall mean the person designated by Office of Apprenticeship to service this program.



The Registration Agency and field representative identified are the U.S. Department of Labor, Office of Apprenticeship, Region #5, Gary B. Ellinger, Apprenticeship & Training Representative, Bays Professional Centre, 10 West Cass Street, Joliet, Illinois 60432; E-mail: ellinger.gary@dol.gov telephone number 815-740-2082.

RELATED INSTRUCTION: An organized and systematic form of instruction designed to provide the apprentice with knowledge of the theoretical and technical subjects related to the apprentice's occupation. Such instruction may be given in a classroom, through occupational or industrial courses, or by correspondence courses of equivalent value, electronic media, or other forms of self-study approved by the Registration Agency.

SPONSOR: Any person, association, committee, or organization that operates an apprenticeship program and in whose name the program is registered. That assumes the full responsibility for administration and operation of the apprenticeship program.

STANDARDS OF APPRENTICESHIP: This entire document, including all appendices and attachments hereto, and any future modifications and additions approved by the Registration Agency.

SUPERVISOR OF APPRENTICE(S): An individual designated by the program sponsor to supervise or have charge and direction of an apprentice.

TIME-BASED OCCUPATION: An occupation using an apprenticeship approach that measures skill acquisition through the individual apprentice's completion of at least 2,000 hours of on-the-job learning as described in a work process schedule.

TRANSFER: A shift of apprenticeship registration from one program to another or from one employer within a program to another employer within that same program, where there is agreement between the apprentice and the affected apprenticeship committees or program sponsors.

UNION: The signatory union and any of its affiliated local unions party to a labor agreement with the signatory employer(s).

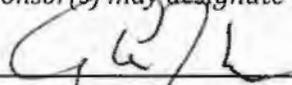
YOUTHBUILD: A youth and community development program that addresses core issues facing low-income communities: housing, education, employment, crime prevention, and leadership development. In YouthBuild programs, low-income young people ages 16-24 work toward their high school diploma or General Educational Development (GED) equivalency, learn job skills and serve their communities by building affordable housing, and transform their own lives and roles in society. Sponsors that wish to hire YouthBuild students who are trained in any occupation covered under these standards and who meet the minimum qualifications for apprenticeship may do so via the direct entry provision described in Appendix D: Selection Procedures.



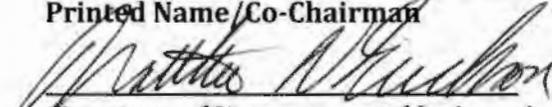
SECTION XXX - OFFICIAL ADOPTION OF APPRENTICESHIP STANDARDS

The **PLUMBERS' JOINT APPRENTICESHIP COMMITTEE LOCAL 130, UA** hereby adopt these standards of apprenticeship on this 8th day of November, 2018.

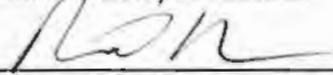
Sponsor(s) may designate the appropriate person(s) to sign the standards on their behalf.


Signature of Management (designee)

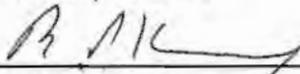
Craig W. Thomas
Printed Name/Co-Chairman


Signature of Management (designee)

Matt Erickson
Printed Name/Treasurer


Signature of Management (designee)

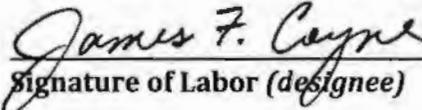
Rick Kuhn
Printed Name/Trustee


Signature of Management (designee)

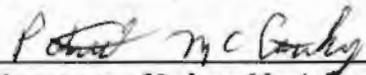
Brian Kennedy
Printed Name/Trustee


Signature of Management (designee)

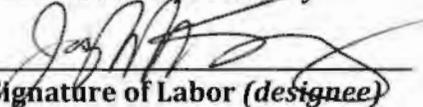
Tim Kane
Printed Name/Trustee


Signature of Labor (designee)

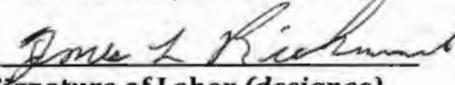
James F. Coyne
Printed Name/Co-Chairman


Signature of Labor (designee)

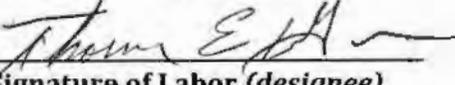
Patrick F. McCarthy
Printed Name/Secretary


Signature of Labor (designee)

Joseph W. Strong
Printed Name/Trustee


Signature of Labor (designee)

Jones L. Richmond
Printed Name/Trustee


Signature of Labor (designee)

Thomas Gavin
Printed Name/Trustee



Appendix A

PLUMBERS' JOINT APPRENTICESHIP COMMITTEE L.U. 130 U.A.

**1400 W. Washington Blvd.
Chicago, Illinois 60607**

For the occupation of

PLUMBER

O*NET-SOC CODE: 47-2152.02

RAPIDS CODE: 0432

WORK PROCESS SCHEDULE

AND

RELATED INSTRUCTION OUTLINE



Appendix A

WORK PROCESS SCHEDULE

OCCUPATION TITLE: **Plumber**

O*NET-SOC CODE: 47-2152.02

RAPIDS CODE: 0432

This schedule is attached to and a part of these Standards for the above identified occupation.

1. TYPE OF OCCUPATION

Time-based Competency-based Hybrid

2. TERM OF APPRENTICESHIP

The term of the occupation is Five (5) years with an OJL attainment of 7500/10000 hours, supplemented by the minimum required 1210 hours of related instruction.

3. RATIO OF APPRENTICES TO JOURNEYWORKERS

An Employer who employs at least One(1) journeyworker may also employ one(1) apprentice for performance of jurisdictional work. This ratio is subject to change at the discretion of the JAC in order to provide consistency with the collective bargaining agreement between the program and Sponsors with approval from the Office of Apprenticeship.

4. APPRENTICE WAGE SCHEDULE

1 st	6 Months	750/1000	hours	34% of the Journeyworker Rate
2 nd	6 Months	750/1000	hours	37% of the Journeyworker Rate
2 nd	Year	1500/2000	hours	44% of the Journeyworker Rate
3 rd	Year	1500/2000	hours	50% of the Journeyworker Rate
4 th	Year	1500/2000	hours	66% of the Journeyworker Rate
5 th	Year	1500/2000	hours	75% Of the Journeyworker Rate

An apprentice who, after the satisfactory completion of 4 years and six months of apprenticeship and who has received a Journeyman's Plumbing License from the City of Chicago or the State of Illinois and who has been certified as having completed his or her apprenticeship by the JAC, will become a Journeyworker and receive the Journeyworker Rate.

Journeyworker rate is as stated in the current CBA.

5. WORK PROCESS SCHEDULE



During the term of apprenticeship, the apprentice shall receive such instruction and experience in all branches of the trade as is necessary to develop a practical and skilled journeyman, including:

<u>WORK EXPERIENCE</u>	<u>APPROXIMATE HOURS</u>
A. Installation of waste, vent, and downspout piping systems	2,500 +/-
B. Installation of piping for hot and cold water	1,700 +/-
C. Installation of piping for soldering and brazing systems	400 +/-
D. Assembly and connection of fixtures and appliances used in plumbing systems	840 +/-
E. Electric and acetylene welding connected with the trade	170 +/-
F. Maintenance and repair of plumbing systems including drain cleaning	840 +/-
G. Operation, use and care of all tools connected with the trade	400 +/-
H. Gas piping	250 +/-
I. Installation of underground waste and water systems	400 +/-
	<u>7,500 +/-</u>

The JAC may modify the work processes to meet local needs prior to submitting these Standards to the appropriate Registration Agency for approval.

The JAC may **change, add or delete** any parts of the **Work Process or Related Instruction Schedules** to meet the Sponsor's needs.

6. RELATED INSTRUCTION OUTLINE

Related instruction - This instruction shall include, but not be limited to:

***Plumbers' Joint Apprenticeship Committee
Local 130, U.A.***



Years 1 through 3 Day School Curriculum

Orientation

HAZCOM
OSHA – Job Safety & Health
Practical Plumbing Hands-on Basics
Unionism/Labor History/Heritage

1st 6 months

Basic Plan Reading
Cast Iron - Residential/Commercial
Introduction to Drawing
Materials Identification
Rigging
Oxy-Acetylene Torch Safety & Instruction
Trade Related Math & Science – Introduction
Use and Care of Tools

2nd 6 months

S.M.A.W. (plate)
Code & Theory (Residential & Commercial)
Trade Related Math & Science
Introduction to Isometric Drawing
Introduction to Service Plumbing
Copper Soldering & Fabrication
Commercial Fixture Carrier Installation

3rd 6 months

Trade Related Science (flow rates, volumes, temperatures)
Gas & Bronze Welding
Code (Drainage) Residential & Commercial
Trade Related Math (flow rates, volumes, capacity)
Residential Drawing Layout Specs
Residential Service Plumbing & Troubleshooting
Brazing

4th 6 months

S.M.A.W. (pipe)
Introduction to Transit Level
Code (Water Sizing, Flow rates)
Trade Related Math
Drawing (Residential Plan Layout & Design)
Service Plumbing
Lead Fabrication & Application
Advanced Copper Tube Fabrication

5th 6 months

State Plumbing Code



Advanced Trade Related Math
Applied Drawing
Fixtures & Appliances
Advanced Trade Related Science
Introduction to Plan Reading (Residential & Commercial)

6th 6 months

Trade Related Science Review
S.M.A.W.
Code Review (Chicago & State review)
Drawing Review (3 story fixture and pipe sizing)
Trade Related Math Review
Advanced Service Work (electronics & service plumbing review)
Advanced Plan Reading & Review (residential & commercial)

4th & 5th Year Apprentice Plumber Night School Curriculum

1. ***Plan Reading:*** Class will be used to teach the apprentice plumber perspective and visualizing what they are reading on the blueprint. (2 nights - 6.5 hours)
2. ***Plumbing Layout:*** Class is designed to instruct the apprentice plumber to move from a plan and apply the information through laying out the information given from the blueprint. (3 nights - 9.75 hours)
3. ***Applied Trade Related Math:*** Class will apply information from blueprint, layout information and then the apprentice plumber will participate in constructing each hands-on project. (3 nights - 9.75 hours)
4. ***Flood Control:*** Class is designed to review and discuss various types of flood control situations for the apprentice plumber. Flood control devices and engineered flood control system application solutions are reviewed for the apprentice plumber in great detail. (1 night - 3.25 hours)
5. ***Backflow Basics:*** Class is designed to review backflow situations with the apprentice plumber. Basic maintenance of backflow devices and situations which may cause them to malfunction will be discussed, as well. (1 night - 3.25 hours)
6. ***Plumbing Service:*** Class is designed to further enhance the hands-on-training, skills and know-how for various service plumbing situations for the apprentice plumber. (2 nights - 6.5 hours)
7. ***Customer Service:*** Class will explain to the apprentice plumber the importance of the customer and to teach the skills of how to deal with customers in various situations. Role playing exercises may be utilized. (1 night - 3.25 hours)
8. ***Drawing Review 1 & 2:*** Class will effectively reinforce learned isometric drawing skills utilized on today's jobsites for the apprentice plumber. Class will be utilized as a foundation for the Computer Aided Design classes; which follow. (2 nights - 6.5 hours)



9. **Computer Aided Design (CAD):** Class will provide to the apprentice plumber basic instruction of how to utilize and perform basic tasks and simple projects utilizing the CAD system. (3 nights - 9.75 hours)
10. **Applied Trade Related Math:** Class will demonstrate and review the use of math in rigging. Apprentice plumbers will be placed into groups to apply this knowledge to move various materials utilizing the learned methods. (1 night - 3.25 hours)
11. **Green Plumbing:** Class will review the latest in Green Plumbing technology and code and give the apprentice plumber a complete understanding of its importance in our industry. (1 night - 3.25 hours)
12. **Chicago Plumbing Code Review:** Class will be used to test the knowledge of the Apprentice Plumber of the Chicago Plumbing Code and to effectively review their understanding and questions they may have of it. (1 night - 3.25 hours)
13. **Trade Related Math Review:** Class will be used to test the knowledge of the apprentice plumber of various areas where math is used within the trade and effectively review their understanding and questions there may be. (1 night - 3.25 hours)
14. **Written Plumbing License Exam Review:** Class will be performed for the benefit of the apprentice plumber to review what to expect on the written portion of the plumbing license exam. The reviews will begin 6 weeks prior to the scheduled written license exam. (6 nights - 25.5 hours)
15. **Practical Plumbing License Exam Review:** Exam Review: Class will be performed for the benefit of the apprentice plumber to review what to expect on the practical portion of the plumbing license exam. The reviews will begin 2 weeks prior to the scheduled practical license exam. (2 nights - 8.5 hours)

TOTAL MINIMUM HOURS: 1210



Appendix B

PLUMBERS' JOINT APPRENTICESHIP COMMITTEE L.U. 130 U.A.

**1400 W. Washington Blvd.
Chicago, Illinois 60607**

For the occupation of

PLUMBER

O*NET-SOC CODE: 47-2152.02

RAPIDS CODE: 0432

ETA-671 APPRENTICESHIP AGREEMENT

AND

U.S. DEPARTMENT OF LABOR, OFFICE OF APPRENTICESHIP APPLICATION FOR CERTIFICATION OF COMPLETION OF APPRENTICESHIP

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APPRENTICE REGISTRATION – SECTION II

OMB No. 1205-0223 Expires: 06/30/2018

Warning: This agreement does not constitute a certification under Title 29, CFR, Part 5 for the employment of the apprentice on Federally financed or assisted construction projects. Current certifications must be obtained from the Office of Apprenticeship (OA) or the recognized State Apprenticeship Agency shown below. (Item 24)

The program sponsor and apprentice agree to the terms of the Apprenticeship Standards incorporated as part of this Agreement. The sponsor will not discriminate in the selection and training of the apprentice in accordance with the Equal Opportunity Standards in Title 29 CFR Part 30, and Executive Order 11246. This agreement may be terminated by either of the parties, citing cause(s), with notification to the registration agency, in compliance with Title 29, CFR, Part 29

PART A: TO BE COMPLETED BY APPRENTICE. NOTE TO SPONSOR: PART A SHOULD ONLY BE FILLED OUT BY APPRENTICE.

1. Name (Last, First, Middle) and Address (No., Street, City, State, Zip Code, Telephone Number)		*Social Security Number - -	Answer Both A and B (Voluntary) (Definitions on reverse)	5. Veteran Status (Mark one) <input type="checkbox"/> Non-Veteran <input type="checkbox"/> Veteran
2. Date of Birth (Mo., Day, Yr.)	3. Sex (Mark one) <input type="checkbox"/> Male <input type="checkbox"/> Female		4. a. Ethnic Group (Mark one) <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino b. Race (Mark one or more) <input type="checkbox"/> American Indian or Alaska native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or other Pacific Islander <input type="checkbox"/> White	6. Education Level (Mark one) <input type="checkbox"/> 8th grade or less <input type="checkbox"/> 9th to 12th grade <input type="checkbox"/> GED <input type="checkbox"/> High School Graduate or Greater <input type="checkbox"/> Post Secondary or Technical Training
7a. Employment Status (Mark one) <input type="checkbox"/> New Employee <input type="checkbox"/> Existing Employee				
7b. Career Connection (Mark one) (Instructions on reverse) <input type="checkbox"/> None <input type="checkbox"/> Pre-Apprenticeship <input type="checkbox"/> Technical Training School <input type="checkbox"/> Military Veterans <input type="checkbox"/> Job Corps <input type="checkbox"/> YouthBuild <input type="checkbox"/> HUD/STEP-UP <input type="checkbox"/> Career Center Referral <input type="checkbox"/> School-to-Registered Apprenticeship				
8. Signature of Apprentice Date			9. Signature of Parent/Guardian (if minor) Date	

PART B: SPONSOR: EXCEPT FOR ITEMS 6, 7, 8, 10a. - 10c, REMAINDER OF ITEMS REPOPULATED FROM PROGRAM REGISTRATION.

1. Sponsor Program No. Sponsor Name and Address (No. Street, City, County, State, Zip Code) Enter Sponsor Name Here Sponsor Street Address Sponsor City, County, State, Zip Office Phone: Office Fax: Firm Web Page:		2a Occupation (The work processes listed in the standards are part of this agreement). Enter Occupation	2b Occupation Code: 2b.1. Interim Credentials Only applicable to Part B, 3.b. and 3.c. (Mark one) <input type="checkbox"/> Yes <input type="checkbox"/> No
3. Occupation Training Approach (Mark one) 3a. <input type="checkbox"/> Time-Based 3b. <input type="checkbox"/> Competency-Based 3c. <input type="checkbox"/> Hybrid		4. Term (Hrs., Mos., Yrs.)	5. Probationary Period (Hrs., Mos., Yrs.)
6. Credit for Previous Experience (Hrs., Mos., Yrs.)		7. Term Remaining (Hrs., Mos., Yrs.)	8. Date Apprenticeship Begins
9a. Related Instruction (Number of Hours Per Year)	9b. Apprentice Wages for Related Instruction <input type="checkbox"/> Will Be Paid <input type="checkbox"/> Will Not Be Paid	9c. Related Training Instruction Source ENTER NAME AND ADDRESS OF RTI PROVIDER(S) HERE	

10. Wages: (Instructions on reverse)

10a. Pre-Apprenticeship Hourly Wage \$ _____ 10b. Apprentice's Entry Hourly Wage \$ _____ 10c. Journeyworker's Hourly Wage \$ _____

Check Box 10d. Term <input type="checkbox"/> Hrs., <input type="checkbox"/> Mos., or <input type="checkbox"/> Yrs.	Period 1	2	3	4	5	6	7	8	9	10
10e. Wage Rate (Mark one) % <input type="checkbox"/> or \$ <input type="checkbox"/>										

11. Signature of Sponsor's Representative(s) Date Signed	13. Name and Address of Sponsor Designee to Receive Complaints (If applicable) CONTACT NAME AND TITLE ENTER SPONSOR NAME HERE SPONSOR STREET ADDRESS SPONSOR CITY, STATE SPONSOR ZIP CONTACT PHONE: CONTACT FAX: CONTACT EMAIL:
12. Signature of Sponsor's Representative(s) Date Signed	

PART C: TO BE COMPLETED BY REGISTRATION AGENCY

1. Registration Agency and Address	2. Signature (Registration Agency)	3. Date Registered
4. Apprentice Identification Number (Definition on reverse):		

Program Definitions and/or Instructions.

Part A

Item 4.a. Definition - Ethnic Group:

Hispanic or Latino. A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."

Item 4.b. Definitions - Race:

American Indian or Alaska Native A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American. A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black or African American."

Native Hawaiian or Other Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White. A person having origins in any of the original peoples of Europe, the Middle East, or North Africa

Item 7b. Instructions:

Indicate any career connection (definitions follow). Enter "None" if no career connection applies.

Pre-Apprenticeship. A program or set of strategies designed to prepare individuals to enter and succeed in a Registered Apprenticeship program which has or have a documented partnership(s) with a Registered Apprenticeship program(s).

Technical Training School. Graduates trained in an occupation from a technical training school related to an occupation registered by the program sponsor and who meet the minimum qualifications for Registered Apprenticeship.

Military Veterans. Veterans that completed a military technical training school and/or elect to participate in the Building and Construction Trades Helmets to Hardhats Program or trained in an occupation while in the military related to an occupation registered by the program sponsor and who meet the minimum qualifications for Registered Apprenticeship.

Job Corps. Graduates trained in an occupation from a federally funded Job Corps center related to an occupation registered by the program sponsor and who meet the minimum qualifications for Registered Apprenticeship.

YouthBuild. Graduates trained in an occupation from a federally funded YouthBuild program related to an occupation registered by the sponsor and who meet the minimum qualifications for Registered Apprenticeship.

HUD/STEP-UP. Applicants who successfully participated in the U.S. Department of Housing and Urban Development Step-Up program and received an apprenticeship experience which meets the minimum qualifications for Registered Apprenticeship.

Career Center Referral. Includes career center participants referred to the Registered Apprenticeship Program and/or apprentice(s) that receive workforce system funded services that support their participation in a Registered Apprenticeship program. This may include the use of individual training accounts and/or on-the-job training reimbursements.

School-to-Registered Apprenticeship. Program designed to allow high school youth ages 16 - 17 to enter a Registered Apprenticeship program and continue after graduation with full credit given for the high school portion.

Part B

Item 2.b.1. Interim Credentials. Based on program standards that utilize the competency-based or hybrid training approach, and, upon request of the program sponsor, the credentials are issued as certificates by the Registration Agency. Interim credentials provide certification of competency attainment by an apprentice.

Item 3. Occupation Training Approach. The program sponsor decides which of the three training methods to use in the program as follows:

- 3.a. Time-Based Training Approach - apprentice required to complete a specific number of hours of on-the-job learning (OJL) and related training instruction (RTI).
- 3.b. Competency-Based Training Approach - apprentice required to demonstrate competency in defined subject areas and does not require any specific hours of OJL or RTI; or
- 3.c. Hybrid-Training Approach - apprentice required to complete a minimum number of OJL and RTI hours and demonstrate competency in the defined subject areas.

Item 4. Term (Hrs., Mos., Yrs.). Based on the program sponsor's training approach. See Part B, Item 4. Available in the terms of the Apprenticeship Standards.

Item 5. Probationary Period (Hrs. Mos., Yrs.) Probation period cannot exceed 25 percent of the length of the program or one year, whichever is shorter.

Item 7. Term Remaining (Hrs., Mos., Yrs.). Under Part B, Item 6., Credit for Previous Experience (Hrs., Mos., Yrs.) is determined by the program sponsor. The Term Remaining (Hrs., Mos., Yrs.) in Part B, Item 7., for the apprentice to complete the apprenticeship is based on the training approach indicated in Part B, Item 3. The term remaining is available in the terms of the Apprenticeship Standards.

Item 10. Wage Instructions:

10a. Pre-Apprentice hourly wage: sponsor enters the individual's hourly wage in the quarter prior to becoming an apprentice.

10b. Apprentice's entry hourly wage (hourly dollar amount paid): sponsor enters this apprentice's entry hourly wage.

10c. Journeyworker's wage: sponsor enters wage per hour.

10d. Term: sponsor enters in each box the apprentice schedule of pay for each advancement period based on the program sponsor's training approach. See Part B, Item 3. and is available in the terms of the Apprenticeship Standards.

10e. Percent or dollar amount: sponsor marks one.

Note: 10c. If the employer is signatory to a collective bargaining agreement, the journeyworker's wage rate in the applicable collective bargaining agreement is identified. Apprenticeship program sponsors not covered by a collective bargaining agreement must identify a minimum journeyworker's hourly wage rate that will be the basis for the progressive wage schedule identified in Item 10e, of this agreement.

10d. The employer agrees to pay the hourly wage rate identified in this section to the apprentice each period of the apprenticeship based on the successful completion of the training approach and related instructions outlined in the Apprenticeship Standards. The period may be expressed in hours, months, or years.

10e. The wage rates are expressed either as a percent or in dollars and cents of the journeyworker's wage depending on the industry.

Example (Time-based approach) - 3 YEAR APPRENTICESHIP PROGRAM

<u>Term</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Period 4</u>	<u>Period 5</u>	<u>Period 6</u>
Hrs., Mos., Yrs.	1000 Hrs.					
%	55	60	65	70	80	90

Example (Time-based approach) - 4 YEAR APPRENTICESHIP PROGRAM

<u>Term</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Period 4</u>	<u>Period 5</u>	<u>Period 6</u>	<u>Period 7</u>	<u>Period 8</u>
Hrs., Mos., Yrs.	6 Mos.							
	50	55	60	65	70	75	80	90

Item 13. Identifies the individual or entity responsible for receiving complaints (Code of Federal Regulations, CFR, Title 29 part 29.7(k)).

Part C.

Item 4. Definition: The Registered Apprenticeship Partners Information Data System (RAPIDS) encrypts the apprentice's social security number and generates a unique identification number to identify the apprentice. It replaces the social security number to protect the apprentice's privacy.

*The submission of your social security number is requested. The apprentice's social security number will only be used to verify the apprentice's periods of employment and wages for purposes of complying with the Office of Management and Budget related to common measures of the Federal job training and employment programs for measuring performance outcomes and for purposes of the Government Performance and Results Act. The Office of Apprenticeship will use wage records through the Wage Record Interchange System and needs the apprentice's social security number to match this number against the employers' wage records. Also, the apprentice's social security number will be used, if appropriate, for purposes of the Davis Bacon Act of 1931, as amended, U.S. Code Title 40, Sections 276a to 276a-7, and Title 29 CFR 5, to verify and certify to the U.S. Department of Labor, Wage and Hour Division, that you are a registered apprentice to ensure that the employer is complying with the geographic prevailing wage of your occupational classification. Failure to disclose your social security number on this form will not affect your right to be registered as an apprentice. Civil and criminal provisions of the Privacy Act apply to any unlawful disclosure of your social security number, which is prohibited.

The collection and maintenance of the data on ETA-671, Apprentice Registration - Section II Form, is authorized under the National Apprenticeship Act, 29 U.S.C. 50, and CFR 29 Part 29.1. The data is used for apprenticeship program statistical purposes and is maintained, pursuant to the Privacy Act of 1974 (5 U.S.C. 552a.), in a system of records entitled, DOL/ETA-4, Registered Apprenticeship Partners Information Management Data System (RAPIDS) at the U.S. Department of Labor, Office of Apprenticeship. Data may be disclosed to a State Apprenticeship Agency to determine an assessment of skill needs and program information, and in connection with federal litigation or when required by law.

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average five minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond is required to obtain or retain benefits under 29 USC 50. Send comments regarding this burden or any other aspect of this collection of information including suggestions for reducing this burden to the U.S. Department of Labor, Office of Apprenticeship, 200 Constitution Avenue, N.W., Room N-5311, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0023.)



**U.S. DEPARTMENT OF LABOR
OFFICE OF APPRENTICESHIP**

APPLICATION FOR CERTIFICATION OF COMPLETION OF APPRENTICESHIP

(If Required please type or print all information, attach additional apprentices on separate sheet)

(This Application is optional, for Sponsor utilizing Electronic Registration)

Sponsor Information

Sponsor:	Program #:
Address:	Contact Name:
City, State, Zip:	Phone:

Apprentice Information

Full Name of Apprentice: (Print/type name as indicated on the ETA 671 or in RAPIDS)
Apprentice Registration Number:
Occupation:
Term:
Registration Date:
Date of Completion:
Completion Wage:

Related Instruction Certification

Related Instruction Hours completed:
Related Instruction Furnished By:
Teacher(s) or Director(s) of Related Instruction Certifying to above information:
Name: _____ Address: _____

Request for Certificate

On behalf of the above named sponsor, I hereby certify that the apprentice named in the application has satisfactorily completed and working at the Journeyworker Level of his/her apprenticeship program as registered with the Office of Apprenticeship and hereby recommend the issuance of the Certificate of Completion of Apprenticeship
Sponsor's Signature: _____ Date: _____
Title: _____

Office of Apprenticeship use only:

Date Entered in RAPIDS (if required): _____
Date Certificate Sent: _____



U.S. DEPARTMENT OF LABOR OFFICE OF APPRENTICESHIP

APPLICATION FOR CERTIFICATION OF COMPLETION OF APPRENTICESHIP

(If Required please type or print all information, attach additional apprentices on separate sheet)

(This Application is optional, for Sponsor utilizing Electronic Registration)

Authentication of Requests for Certificate of Completion of Apprenticeship

Where the Office of Apprenticeship is the Registration Agency, issuance of a Certificate of Completion of Apprenticeship to apprentices upon satisfactory completion of the requirements of the apprenticeship program as established in these Standards, the sponsor certifies to the Registration Agency and requests the awarding of a Certificate of Completion of Apprenticeship to the completing apprentice(s). Such requests are completed either electronically using the Register Apprenticeship Partner Information System (RAPIDS) or in writing using with the use of this form from the sponsor to the appropriate field office.

General Guidance

The sponsor will verify that the apprentice has completed all requirements of apprenticeship including a signed copy of transcripts from the sponsor, provider or sponsor of the related instruction. The field office representative shall have in evidence an electronic or written Application for Certification of Completion of Apprenticeship.

When a large number of apprentices are completing at the same time from the same occupation, one application form from the sponsor can be used with an attached list of pertinent information for the completing apprentices. When the sponsor has more than one occupation or more than one employer, the sponsor should complete separate forms for each occupation and employer, follow the procedure above.

The occupation identified, must be the occupation title as listed in the most current List of Officially Recognized Apprenticeable Occupations. For sponsors who use a slightly different occupational title, OA staff may use the sponsor's title as long as the officially recognized occupational title is included in parenthesis under the sponsor's occupational title. Please see attached "sample" for reference.

The term "journeyman, journeyworker, journeyperson, etc." should not be included in the occupational title. These terms are used to describe a level of competency rather than an occupational title.

In rare instances where a program sponsor may utilize such a term above in their occupational title and that terminology is consistently used within their organization and training materials, OA staff may use that terminology on the sponsor's occupational title as long as the officially recognized occupational title is listed in parenthesis under the sponsor's title. The practice of using a level of competency in the occupational title should be discouraged when possible.

The sponsor's name on the Certificate of Completion of Apprenticeship shall be as it is registered and approved in their apprenticeship standards.

The date completed shall be the date of completion as indicated on the request form.

Issuance of Replacement OA Certificate of Completion of Apprenticeship

Replacement certificate requests shall be verified with undeniable proof that an original certificate was either issued or requested by the sponsor. This shall be verified through OA's records or the program sponsor's records. In the event a field office has no proof, yet a program sponsor does, or vice versa, a copy of that proof shall be sent to the field office and included in the program folder. The term "**Replacement Certificate**" shall be printed in 12 pt. font size on the replacement certificate in the space centered between the last line of type and the U.S. Department of Labor seal.

The Certificate of Completion of Apprenticeship shall not be used for any other purpose than completion of a Registered Apprenticeship program.



Appendix C

AFFIRMATIVE ACTION PLAN

ADOPTED BY

PLUMBERS' JOINT APPRENTICESHIP COMMITTEE

L.U. 130 U.A.

**1400 W. Washington Blvd.
Chicago, Illinois 60607**

For the occupation of

PLUMBER

O*NET-SOC CODE: 47-2152.02

RAPIDS CODE: 0432

AS REQUIRED UNDER TITLE 29, CODE OF FEDERAL REGULATIONS, PART 30

DEVELOPED IN COOPERATION WITH THE
U.S. DEPARTMENT OF LABOR
OFFICE OF APPRENTICESHIP

APPROVED BY:


REGISTRATION AGENCY

DATE APPROVED: November 8, 2018



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SECTION I - INTRODUCTION

The JAC enters this affirmative action plan (AAP) in good faith to promote equality of opportunity in its registered apprenticeship program. If women and/or minorities are underutilized in the apprenticeship program, the JAC seeks to increase the recruitment of qualified women and/or minorities for possible selection into the apprenticeship program. The JAC hereby adopts the equal opportunity pledge located in Section II and the AAP.

This AAP is a supplement to the apprenticeship standards. Any changes made by the JAC to the AAP will become part of this written AAP, once approved by the Registration Agency.

SECTION II - EQUAL OPPORTUNITY PLEDGE - 29 CFR §§ 29.5(b)(21) and 30.3(b)

The JAC commits to the following equal opportunity pledge:

The recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, sex (including pregnancy and gender identity), sexual orientation, genetic information, or because they are an individual with a disability or a person 40 years old or older. The JAC will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under 29 CFR § 30.

SECTION III - ANALYSES AND GOALS

To ensure full utilization of minorities and women in the apprenticeship program, the JAC will conduct analyses to determine whether minorities and/or females are being underutilized and, if they are, will establish appropriate goals for the full utilization of minorities and/or women in apprenticeship. To determine whether underutilization exists, the JAC will analyze at least the following five factors:

- (1) The size of the working age minority and female (minority and nonminority) population in the program JAC's labor market area;
- (2) The size of the minority and female (minority and nonminority) labor force in the program JAC's labor market area;
- (3) The percentage of minority and female (minority and nonminority) participation as apprentices in the particular occupation as compared with the percentage of minorities and women (minority and nonminority) in the labor force in the program JAC's labor market area;
- (4) The percentage of minority and female (minority and nonminority) participation as journeyworkers employed by the employer or employers participating in the program as compared with the percentage of minorities and women (minority and nonminority) in the JAC's labor market area and the extent to which the JAC should be expected to correct any deficiencies through the achievement of goals for the selection of apprentices; and
- (5) The general availability of minorities and women (minority and nonminority) with present or potential capacity for apprenticeship in the program JAC's labor market area.



Underutilization exists if there are fewer minorities and/or women in the registered occupation(s) in the JAC's apprenticeship program than would reasonably be expected in view of all relevant factors. If the JAC detects underutilization of minorities and/or women in its apprenticeship program in the registered occupation(s), it will establish goals for the selection of minority and/or female applicants. (For further instructions, see the attached affirmative action plan workforce analysis worksheet.) The JAC will make good-faith efforts to meet its goals.

SECTION IV - OUTREACH AND POSITIVE RECRUITMENT- 29 CFR § 30.4(c)

The JAC will undertake appropriate outreach and positive recruitment efforts that would reasonably be expected to increase minorities' and women's participation in apprenticeship by expanding the opportunities of minorities and women to become eligible for apprenticeship selection. The JAC will set forth the specific steps it intends to take under each selected effort below. The JAC will undertake a significant number of activities to enable it to meet its obligations under 29 CFR § 30.4(c).

- A. The JAC will disseminate information concerning the nature of the apprenticeship, requirements for admission to apprenticeship, availability of apprenticeship opportunities, sources of apprenticeship applications, and its equal opportunity policy to the following:
- Registration Agency
 - Women's centers
 - Local schools
 - Employment service offices
 - Other outreach programs and community organizations, including those that can effectively reach minorities and women
 - Newspapers, including those that are circulated in minority communities and among women
 - Social media outlets (Facebook, Twitter, Instagram, LinkedIn, etc.)
1. JACs of programs accepting applications only at specified intervals must disseminate the above information at least 30 days in advance of the earliest date for application at each interval.
2. JACs of programs customarily receiving applications throughout the year must disseminate the above information regularly, not less than semiannually.
- B. The JAC will participate in annual workshops conducted by employment service agencies for the purpose of familiarizing school, employment service, and other appropriate personnel with the apprenticeship program and current opportunities.
- C. The JAC will cooperate with local school boards and vocational educational systems to develop programs for preparing students to meet the standards and criteria required to qualify for entry into the apprenticeship program.
- D. The JAC will communicate its equal opportunity policy internally in such a manner as to foster understanding, acceptance, and support of the policy among the JAC's various



officers, supervisors, employees, and members and to encourage such persons to take the necessary action to aid in meeting its obligation under 29 CFR § 30.

- E. The JAC will engage in programs such as outreach for the positive recruitment and preparation of potential applicants for apprenticeships; where appropriate and feasible, such programs will provide for pretesting experience and training. In initiating and conducting these programs, the JAC may be required to work with other JACs and appropriate community organizations. The JAC will also initiate programs to prepare women and encourage women to enter traditionally male programs.
- F. The JAC will encourage the establishment and utilization of programs of pre-apprenticeship, preparatory occupational training, or others designed to afford related work experience or prepare candidates for apprenticeship. The JAC will make appropriate provisions in its AAP to assure that those who complete such programs are afforded full and equal opportunity for admission into the apprenticeship program.
- G. The JAC will utilize journeyworkers to assist in the implementation of its AAP.
- H. The JAC will grant advance standing or credit based on previously acquired experience, training, skills, or aptitude for all applicants equally.



The JAC will take other appropriate action to ensure that the recruitment, selection, employment, and training of apprentices during their apprenticeship will be without discrimination because of race, color, religion, national origin, sex(including pregnancy and gender identity), sexual orientation, genetic information, or because they are an individual with a disability or a person 40 years old or older. (e.g. general publication of apprenticeship opportunities and advantages in advertisements, industry reports, articles, etc.: use of present minority and women apprentices and journeyworkers as recruiters: career counseling; periodic auditing of AAP's and activities; and development of reasonable procedures to ensure equal employment opportunity, including reporting systems, on-site reviews and briefing sessions). The JAC will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under 29 CFR § 30. Such action may include the following:

1. Participate in workshops for school and employment service counselors.
2. Participate in high school career days and job fairs that are sponsored by local school districts and other community based organizations.
3. Sponsor Open Houses at the JAC's facilities to introduce prospective apprentices to the apprenticeship program.
4. Cooperate and counsel with secondary and vocational school administrators concerning needs of the industry and how the transition of female and minority group students from school to apprenticeship can be accomplished.
5. Disseminate information within the industry to acquaint all involved with the goals of the apprenticeship program and to effect cooperation.



-
6. Continue cooperation with programs such as community groups and female organizations. It shall also make efforts to inform applicants of the detailed procedures for applying for admission to apprenticeship and how they should respond.
 7. Run newspaper ads.
 8. Adopt such other acts and procedures, with the approval of United States Department of Labor, Office of Apprenticeship ("OA") as deemed necessary by the JAC to accomplish the goals desired.
 9. At least 30 days prior to the earliest date of acceptance of applications, notify the following, in writing, of the dates applications will be accepted:
 - a. The Office of Apprenticeship
 - b. The Apprenticeship Information Center
 - c. Chicago Women in Trade
 - d. Chicago Board of Education
 - e. Newspapers of general circulation in the geographic jurisdiction of Plumbers' Local 130, UA to reach minority communities.

SECTION V - ANNUAL REVIEW OF AFFIRMATIVE ACTION PLAN

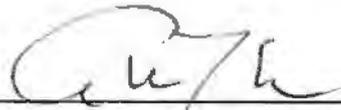
The JAC will make an annual review of its current AAP and its overall effectiveness and will institute any revisions or modifications warranted. The review will analyze the affirmative action steps (independently and collectively) taken by the JAC to evaluate their effectiveness in ensuring equal opportunity in all aspects of apprenticeship, including recruitment, selection, employment, and training. The JAC will continually monitor these processes in order to identify and address any barriers to equal opportunity. This may require that the JAC identify the need for new affirmative action efforts and/or deletion of ineffective existing activities. All changes to the AAP must be submitted to the Registration Agency for approval.



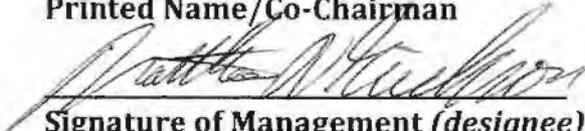
SECTION VI - OFFICIAL ADOPTION OF AFFIRMATIVE ACTION PLAN

The **PLUMBERS' JOINT APPRENTICESHIP COMMITTEE LOCAL 130, UA** hereby officially adopt this Affirmative Action Plan on this 8th day of November, 2018.

JAC(s) may designate the appropriate person(s) to sign the standards on their behalf.


Signature of Management (designee)

Craig W. Thomas
Printed Name/Co-Chairman


Signature of Management (designee)

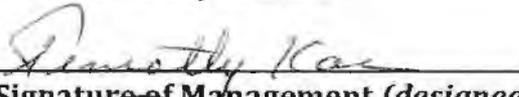
Matt Erickson
Printed Name/Treasurer


Signature of Management (designee)

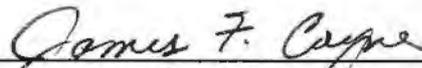
Rick Kuhn
Printed Name/Trustee


Signature of Management (designee)

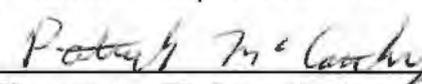
Brian Kennedy
Printed Name/Trustee


Signature of Management (designee)

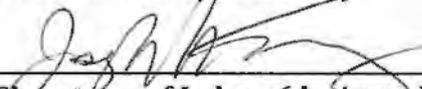
Tim Kane
Printed Name/Trustee


Signature of Labor (designee)

James F. Coyne
Printed Name/Co-Chairman


Signature of Labor (designee)

Patrick F. McCarthy
Printed Name/Secretary


Signature of Labor (designee)

Joseph W. Strong
Printed Name/Trustee


Signature of Labor (designee)

Jones L. Richmond
Printed Name/Trustee


Signature of Labor (designee)

Thomas Gavin
Printed Name/Trustee



AFFIRMATIVE ACTION PLAN WORKFORCE ANALYSIS WORKSHEET

A. JAC INFORMATION

Program Number:			
Name of JAC:			
Address:			
City/State/Zip Code:			
Contact Person:			
Phone Number:		Fax Number:	
E-Mail Address:			

B. OCCUPATIONAL INFORMATION

Occupation Title:			
RAPIDS Code:		O*NET-SOC Code:	
Type of Selection Method Used:	<input type="checkbox"/> Selection on basis of rank from pool of eligible applicants <input type="checkbox"/> Random selection from pool of eligible applicants <input type="checkbox"/> Selection from pool of current employees <input type="checkbox"/> Alternative selection		
Labor Market Area Description:	<input type="checkbox"/> State <input type="checkbox"/> SMA <input type="checkbox"/> County		

C. LABOR MARKET AREA AND OCCUPATIONAL PARTICIPATION DATA

C.1. Total Labor Force in Labor Market Area*		
Number of women:		% of labor force
Number of minorities:		% of labor force
C.2. Working Age Population in Labor Market Area*		
Number of women:		% of labor force
Number of minorities:		% of labor force
C.3. Apprentice Participation in Occupation in National Apprenticeship System*		
Number of women:		% of apprentices
Number of minorities:		% of apprentices
C.4. General Availability of Minorities and Women with the Present or Potential Capacity for Apprenticeship in relevant Labor Market Area**		
Number of women:		
Number of minorities:		

D. JAC'S WORKFORCE DATA

D.1. Total Number of Journeyworkers Employed		
Number of women:		% of work force
Number of minorities:		% of work force
D.2. Total Percentage of Apprentices or of Applicant Pool (Depending on Selection Method Used)		
Percentage of women apprentices or women in applicant pool:		%
Percentage of minority apprentices or		



minorities in applicant pool: _____ %

E. ADDITIONAL RESOURCE DATA FOR CONSIDERATION IN ESTABLISHING GOALS

Industry Source Data	Minority rate of participation	Female rate of participation
E.1. Registered Apprenticeship Partners Information Data System (RAPIDS)***		
E.2. EEOC Occupational Employment Data****		

F. DETERMINATION OF UTILIZATION

Analysis	Yes	No
Minority underutilization:		
Female underutilization:		

G. JAC'S GOALS

The program JAC proposes and agrees to make a good-faith effort to attain the goal of selecting _____ % minorities and/or _____ % women during the next EEO review cycle. These goals will not be used to discriminate against any qualified applicant based on race, color, religion, national origin, or sex.

The number of new apprentices to be hired during the next year (or selection period) is estimated to be _____.

H. REGISTRATION AGENCY APPROVAL

JAC

Registration Agency

JAC's Signature

Registration Agency Signature

Typed Name

Typed Name

Title

Title

Date Signed

Date Signed

Resources for obtaining labor market information:

* <http://bls.gov/>

** Program JACs may use any reasonable method to propose the entries for "The General Availability of Minorities and Women with the Present or Potential Capacity for Apprenticeship," including relying on the data recorded in Section C.1 for "Total Labor Force," C.2 for "Working Age Population," and C.3 for "Apprentice Participation in Occupation."

*** RAPIDS data available from Registration Agency.

**** <http://www.census.gov/eo2000/index.html>



Instructions for Completing This Worksheet

The purpose of this workforce analysis worksheet is to establish a benchmark against which the demographic composition of the JAC's apprenticeship program can be compared. The JAC must separately determine the availability of minorities and women for each occupational title represented by the program. In determining availability, the JAC must consider, at the very least, the factors identified at 29 CFR § 30.4(e) in order to determine whether barriers to equal employment opportunity may exist within a particular occupational title.

Part A The JAC information section may be prepared by the JAC representative or servicing Registration Agency representative.

Part B Occupational information must be taken from the registered program standards and may be prepared by the JAC representative or servicing Registration Agency representative. A workforce analysis worksheet must be completed for each occupational title identified.

Part C The JAC must use the most current and discrete statistical data available in determining availability estimates for the labor market area specified in Part B. Census data is one example of an appropriate source of statistical information. Other sources include data from local job service offices and data from colleges and other training institutions. Where possible, the Registration Agency has provided examples of appropriate sources of data.

For the purpose of this section, the term "labor force" is defined to include both those individuals who are employed and those who are unemployed but looking for employment. The term "working age population" means persons ages 16 years and over whether or not they are currently in the labor force or looking for employment.

Part D The program JAC must provide current workforce data as described in Part D. If the JAC utilizes either selection method 29 CFR § 30.5(b)(1) or (2), the data in D.2 must reflect the pool of eligible applicants from which selections are made. If the JAC utilizes either selection method 29 CFR § 30.5(b)(3) or (4), the data in D.2 must reflect the apprentices currently registered in the program.

Part E Additional resource data for consideration in establishing reasonable goals will be provided by the Registration Agency. These data will provide a snapshot of the national labor force for the given occupation title.

Part F Utilizing the data found in Parts C, D, and E, the JAC will determine and record whether minorities and/or women are underutilized.

Part G If the JAC's analyses determine that minorities and/or women are underutilized, the JAC, utilizing the resource data found in Parts C, D, and E, will establish goals that are reasonable in consideration of the results that could be expected from its good-faith efforts to make its overall affirmative action program successful. The Registration Agency will assess the proposed goals for minorities and/or women and, if they are found to be reasonable and attainable, will approve the JAC's goals. The Registration Agency will not approve proposed goals for minorities and/or women that are lower than the current participation rates in the program.



Appendix D

QUALIFICATIONS AND SELECTION PROCEDURES

ADOPTED BY

PLUMBERS' JOINT APPRENTICESHIP COMMITTEE LOCAL 130, U.A.

1400 W. Washington Blvd.
Chicago, Illinois 60607

For the occupation of

PLUMBER

O*NET-SOC CODE: 47-2152.02

RAPIDS CODE: 0432

DEVELOPED IN COOPERATION WITH THE
U.S. DEPARTMENT OF LABOR
OFFICE OF APPRENTICESHIP

APPROVED BY: _____


REGISTRATION AGENCY

DATE APPROVED: November 8, 2018

The certification of this selection procedure is not a determination that, when implemented, it meets the requirements of the Uniform Guidelines on Employee Selection Procedures (41 CFR § 60-3) or 29 CFR § 30. Note that selection procedures may need to be modified to provide reasonable accommodations to qualified individuals with disabilities.



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SECTION I - MINIMUM QUALIFICATIONS

Applicants will meet the following minimum qualifications. These qualification standards, and the score required on any standard for admission to the applicant pool, must be directly related to job performance, as shown by a statistical relationship between the score required for admission to the pool and performance in the apprenticeship program:

Applicants will meet the following minimum qualifications:

A. Age: Applicants shall be at least 18 years of age.

Applicants shall submit reliable proof of birth date with the complete application to ensure meeting the minimum age requirement. Examples of acceptable proof include a valid driver's license, birth certificate, or other State identification.

B. Education

A high school diploma or General Education Development (GED) equivalency approved by the State is required. Applicant must provide proof of graduation from high school and proof of graduation or a transcript of post high school education and training. All GED records must be submitted if applicable. The applicant will authorize an effective release of their complete related instruction records from the local school authorities to the JAC.

An applicant who is seventeen (17) years of age at the time of application who otherwise meets all qualifications may be rated and ranked and placed on the Pool of Eligible list. Such an applicant must provide proof that a graduation certificate or GED has been awarded, and must be eighteen (18) years of age, prior to being registered by the JAC.

Applicants must submit a DD-214 to verify military training and/or experience if they are a veteran and wish to receive consideration for such training/experience.

C. Driver's License

Applicants must possess a valid driver's license and be insurable at the time of selection and maintain same for the duration of the apprenticeship.

D. Physical

Applicants will be physically capable of performing the essential functions of the apprenticeship program, with or without a reasonable accommodation, and without posing a direct threat to the health and safety of the individual or others.

Applicants will pass a physical agility test, fitness test, and a screen for the current illegal use of drugs on acceptance into the program and prior to being employed.



E. **Aptitude Test**

Aptitude testing shall be done using an outside testing agency selected by the JAC. The testing shall be administered and scored by the testing agency. The testing agency shall report the test results to the JAC.

Each individual who takes the aptitude test will complete a Personal Experience Form (PEF).

The Aptitude Test and the PEF shall be scored by a consultant selected by the JAC. The JAC or its representative shall establish from time to time the criteria for scoring of the PEF.

SECTION II - APPLICATION PROCEDURES (SAMPLE LANGUAGE)

- A. Applicants will be accepted as specified by the sponsor. Every person requesting an application will have one made available upon signing the applicant log.
- B. All applications will be identical in form and requirements. The application form will be numbered in sequence corresponding with the number appearing on the applicant log so that all applications can be accounted for. Columns will be provided on the applicant log to show race, ethnicity, and sex and the progress by dates and final disposition of each application.
- C. Before completing the application, each applicant will be required to review the Apprenticeship Standards and will be provided information about the program. If the applicant has any additional questions on the qualifications or needs additional information to complete the application, it will be provided by the sponsor.
- D. Receipt of the properly completed application form along with required supporting documents (driver's license, birth certificate, or other acceptable proof of age; copy of high school diploma, GED certificate, or other acceptable documentation of education) will constitute receipt of a completed application.
- E. Completed applications will be checked for minimum qualifications. Applicants deficient in one or more qualifications or requirements or making false statements on their applications will be notified in writing of their disqualification and of the appeal rights available to them. No further processing of such applications will be taken.
- F. Applicants meeting the minimum qualifications and submitting the required documents will be notified where and when to appear for an interview (if applicable).
- G. Applicants must pay a non-refundable application fee in the amount determined by the Sponsor and approved by the Registration Agency made payable to:
Plumbers' Apprenticeship Program, Local #130 at time of application.



SECTION III - SELECTION PROCEDURES (EXAMPLE)

The JAC has adopted the following selection procedures, consistent with the requirements set forth in 29 CFR § 30.10(b):

Each applicant is required to take an aptitude test prescribed by the JAC. This aptitude test shall be uniform for all applicants.

Each individual who takes the aptitude test will complete a Personal Experience Form ("PEF")

The aptitude test and, the PEF will be scored by a consultant selected by the JAC. The JAC or its representative shall establish, from time to time, the criteria for the scoring of the PEF.

Each individual who completes the aptitude test, and the PEF may, but is not required to submit a letter of recommendation from a responsible third party who is not related to the applicant. In addition the individual may, but is not required to, submit a letter from a Local 130 contractor that states that if the individual is admitted to the Program the contractor will employ the individual. That letter may be given additional significance by the JAC. An individual may also submit a certificate of completion from a pre-apprenticeship program acceptable to the JAC.

The aptitude test will count as 50% of the ranking score for the applicant. The PEF shall count as 35% of the ranking score for the applicant. The letter of recommendation, pre-apprenticeship certificate and letter of intent to hire shall count for up to 15% of the ranking score for the applicant. The JAC reserves the right to modify these percentages, by amendment of the Standards, if the JAC deems it appropriate.

Individuals will be placed on a ranking list in descending order of their ranking score and will be offered entry into the JAC's Program in rank order from the highest score. The JAC will determine the number of offers to be made for any admission process. If an individual is not offered the opportunity to join the apprenticeship program their name will remain on the list for one year.

All individuals who are selected and offered admission must take and pass any drug test(s) and physical exam(s), including essential function testing, as required by the JAC.

Information regarding Apprenticeship opportunity will be sent semi-annually or 30 days prior to accepting applications to Community Organizations, Governmental Agencies, Education and Trade Organizations that may be interested. A list of those organizations will be updated and kept on file in the apprenticeship office.

Records of applications received and of the selection process shall be kept for at least five (5) years.



SECTION IV - DIRECT ENTRY

A. Military veterans, who completed military technical school and participated in a registered apprenticeship program while in the military in the plumbing industry, such as Veterans In Piping (VIP Program), or other construction trade will be given direct entry into the apprenticeship program. The JAC or its designated representatives shall evaluate the military training received for granting appropriate credit on the term of apprenticeship and the appropriate wage rate. The JAC will determine what training requirements they need to meet to ensure that they receive all necessary training for completion of the apprenticeship program. Entry of military veterans shall be done without regard to race, color, religion, national origin or sex.

B. An employee who has performed jurisdictional work for a nonsignatory employer, not qualifying as a journeyman when the employer becomes a signatory of a collective bargaining agreement with Local 130, shall be evaluated by the JAC or its designated representatives by appropriate testing and indentured at the appropriate level of apprenticeship based on the individual's previous work experience. An individual entering as an organized apprentice shall be subject to all rules regarding the entry and placement of organized apprentices adopted from time to time by the JAC.

C. All individuals become members of the Union through Organization or during an organizing effort, whether or not the employer becomes signatory, and who is an employee of the nonsignatory employer and does not qualify as a Journey Worker, shall be evaluated and indentured by the JAC or its designated representatives at the appropriate period of training. For such applicants to be considered they must:

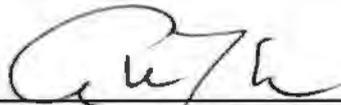
- a. be employed in the JAC's jurisdiction when the authorization card was signed.
- b. have been employed by the employer before the organizational effort commenced.
- c. provide reliable documentation to the JAC to show they were an employee performing plumbing work prior to signing the authorization card.

D. Additional methods of Direct Entry adopted by the International Pipe Trades Joint Training Committee and approved by the United States Department of Labor - Office of Apprenticeship may be utilized, by amendment of these Standards and approval by the Registration Agency, at the discretion of the JAC.



SECTION IV - OFFICIAL ADOPTION OF SELECTION PROCEDURES

The **PLUMBERS' JOINT APPRENTICESHIP COMMITTEE LOCAL 130, UA** hereby officially adopt these selection procedures on this 8th day of November, 2018.



Signature of Management (designee)

Craig W. Thomas

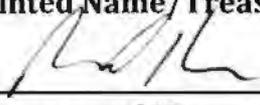
Printed Name/Co-Chairman



Signature of Management (designee)

Matt Erickson

Printed Name/Treasurer



Signature of Management (designee)

Rick Kuhn

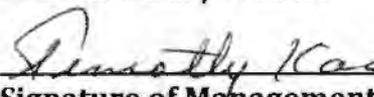
Printed Name/Trustee



Signature of Management (designee)

Brian Kennedy

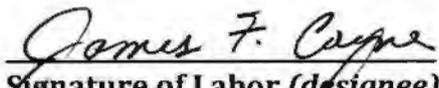
Printed Name/Trustee



Signature of Management (designee)

Tim Kane

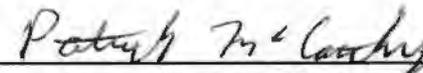
Printed Name/Trustee



Signature of Labor (designee)

James F. Coyne

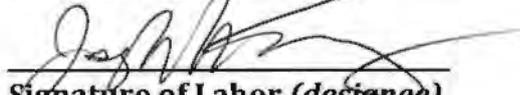
Printed Name/Co-Chairman



Signature of Labor (designee)

Patrick F. McCarthy

Printed Name/Secretary



Signature of Labor (designee)

Joseph W. Strong

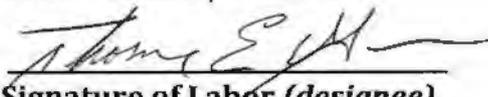
Printed Name/Trustee



Signature of Labor (designee)

Jones L. Richmond

Printed Name/Trustee



Signature of Labor (designee)

Thomas Gavin

Printed Name/Trustee

The United States Department of Labor

Office of Apprenticeship

Certificate of Registration of Apprenticeship Program

*Plumbers' Joint Apprenticeship Committee Local 130, U.A.
Chicago, Illinois*

For The Trade of: Plumber

*Registered as part of the National Apprenticeship System
in accordance with the basic standards of apprenticeship
established by the Secretary of Labor*

December 27, 1944

Date **Revised: November 8, 2018**

IL015030003

Registration No



John V. Ladd

Administrator, Office of Apprenticeship