

For L&I Staff Use Only	
Rec 12/12/2022 by SP/Vanc	<i>Teri Gardner 12-12-22</i>
Rec 11/22/2022 by SP/Vanc	<i>Teri Gardner 11-22-22</i>
L&I Apprenticeship Consultant	L&I Admin

Department of Labor and Industries
 Apprenticeship Section
 PO Box 44530
 Olympia WA 98504-4530



Request for Revision of Standards

TO: Washington State Apprenticeship & Training Council

FROM: C-Tran/Machinist Local #1432 Apprenticeship Committee #631

Please update our Standards of Apprenticeship to reflect the following changes:

- Additions shall be underlined (underlined).
- Deletions shall be struck through (~~struck through~~).
- See attached.

Form must be signed by Committee Chair and Secretary or Program's Authorized Signer

<input checked="" type="checkbox"/> Chair	Date	<input type="checkbox"/> Secretary	Date
<input checked="" type="checkbox"/> Authorized Signer	11/22/2022		
Print Name: Marcus Goncalves	Signature: <i>Marcus Goncalves</i>		Print Name:
Signature:	Signature:		Signature:

Approved By: Washington State Apprenticeship & Training Council
Signature of Secretary of the WSATC:
Date:

Attach additional sheets if necessary

<u>Occupational Objective(s):</u>	<u>SOC#</u>	<u>Term [WAC 296-05-015]</u>
FACILITIES MAINTENANCE MECHANIC	<u>49-9042.00</u>	8000 HOURS
	<u>49-9071.00</u>	

Sponsor Introductory Statement (Required):

Recognizing the continuous advancements in coach maintenance technologies and the challenge to increase customer satisfaction, this program establishes on the job training that leads the apprentice to the status of ~~State-Certified Journey Level Heavy Duty Diesel Mechanic Worker~~.

To this end, the graduated apprentice will be able to demonstrate all competencies of this trade that exemplify the highest standards of the transit industry.

The objectives of this program will be accomplished through the joint efforts of C-TRAN Administration, International Association of Machinist and Aerospace Workers Local #1432, and the Department of Labor and Industries.

II. MINIMUM QUALIFICATIONS:

Education: **High school graduate or GED equivalent, ~~with the ability to read and understand written instructions, equipment maintenance and repair manuals, and write simple sentences in English.~~**

X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

A. Administrative Procedures:

3. Sponsor Procedures:

[Please reformat to correct Number/Letter/Number format]

~~4.d.~~ The apprentice must possess the minimum tools listed in the current C-TRAN/IAMAW Labor agreement as required for their respective skilled occupation objective. ~~The apprentice will not accrue work process hours in the apprenticeship program until all tools in the minimum tool list have been displayed to the Apprenticeship Committee. Applies to Lead Mechanic, Mechanic and Apprentice Mechanic Only.~~

~~7.g.~~ Within 6 months of selection, the apprentice must be in possession of have a valid Washington State Commercial Drivers License, Class B with a passenger endorsement and the air brake restriction removed.

B. Disciplinary Procedures

3. Sponsor Disciplinary Procedures:

- a.** The Sponsor shall use a system of progressive discipline including, but not limited to, use of verbal warnings, written warnings, suspension or discharge cancellation. It is, however, recognized that the Sponsor is not required to use progressive discipline if an apprentice is convicted of a felony or commits a serious infraction such as theft, dishonesty, insubordination, fighting, assault on supervisory personnel, violations of the drug and alcohol policy, and other violations of a similar nature. Apprentices (~~employees~~) shall be given an opportunity to read, sign and answer all letters of warning or performance evaluations before placement of such material into their personnel file. The apprentice will be required to sign letters of discipline or performance evaluations. Signature thereon shall not be construed as admission of guilt or agreement, but rather an indication that the employee apprentice has seen and received a copy of the letter or document and understands the nature of the action. Copies shall be given to the apprentice at the time action is taken or shortly thereafter.

~~It is expected by the Sponsor that an appropriate investigation will be conducted in a timely manner. This period will be extended for any days the employee is absent from work, excluding regular days off. All discipline will be retained in the personnel file for 12 months with the exception of a documented verbal, which will be retained for six (6) months. After six (6) months from the date of a documented verbal warning, it shall be removed from the personnel file and shall not be used for any future reviews, if the employee has not had any other of the same type of discipline during that period. The Sponsor agrees to provide a copy of disciplinary letters to the Union.~~

- b.** Apprentices must comply with all rules and regulations outlined in the Collective Bargaining Agreement.
- c.** At no time shall disciplinary action taken by the Committee be in violation of the Collective Bargaining Agreement.
- d.** Failure to maintain employment with C-Tran shall result in cancellation of the apprenticeship agreement.

XI. SPONSOR – RESPONSIBILITIES AND GOVERNING STRUCTURE

[Please delete and replace committee in its entirety]

E. Committee governance (if applicable): (see WAC 296-05-009)

1.

c. The employer representatives shall be:

Marcus Goncalves, Chair
2425 NE 65th Avenue
Vancouver, WA 98668-2529

Tim Shellenberger
2425 NE 65th Avenue
Vancouver, WA 98668-2529

John Dailey
2425 NE 65th Avenue
Vancouver, WA 98668-2529

John Orsetti
2425 NE 65th Avenue
Vancouver, WA 98668-2529

d. The employee representatives shall be:

Brad Matthiesen, Secretary
2425 NE 65th Avenue
Vancouver, WA 98668-2529

Curtis McConnell
2425 NE 65th Avenue
Vancouver, WA 98668-2529

John Peters
2425 NE 65th Avenue
Vancouver, WA 98668-2529

Jerry Storie
2425 NE 65th Avenue
Vancouver, WA 98668-2529