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Rec 12/13/2022 by SP/Vanc

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L&I Apprenticeship Consultant

Teri Gardner 12-13-22

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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: Northwest Line Construction Industry JATC #487

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 type="checkbox"/> Chair	Date	<input type="checkbox"/> Secretary	Date
<input checked="" type="checkbox"/> Authorized Signer	11/29/2022		
Print Name: Terry Lowen	Print Name:		
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>
CONSTRUCTION LINEMAN	49-9051.00	7000 HOURS

[Please delete all references to AJATC and replace with JATC throughout these Standards]

Sponsor Introductory Statement (Required):

The ~~Area~~ Joint Apprenticeship and Training Committee (AJATC) representing the parties to the area training agreement – The National Electrical Contractors Association (NECA) and The International Brotherhood of Electrical Workers (IBEW) - has dedicated its time to develop an efficient training program so the apprentice can, through a systematic program of related instruction and on-the-job learning, become a well- qualified Journeyworker. The degree of success the AJATC has in its operation will depend entirely upon the willingness of all local parties of the electrical industry to cooperate in this joint activity. Quality training remains a high priority with the IBEW and NECA.

All functions of the AJATC shall be on the basis of non-profit endeavor. The AJATC will adopt and promote nationally developed Apprenticeship Standards and Curricula to ~~insure~~ ensure quality apprenticeship and training for the Industry in the best interest of the apprentice, management, labor, and the public.

II. MINIMUM QUALIFICATIONS:

Education: Be at least a high school graduate, or have a high school equivalency, or in lieu of a high school diploma or high school equivalency, have a two-year Associate Degree or higher.

Show evidence of successful completion of: one full credit of high school algebra with a passing grade of C or better, or one post high school algebra course (e.g. Adult Education, Continuing Education, Community College, etc.) with a passing grade of C or better, or provide evidence of having successfully completed the NJATC/ ETA (National Joint Apprenticeship and Training Committee/Electrical Training Alliance) Online Tech Math Course.

Physical: Physically and mentally able to safely perform or learn to safely perform essential functions of the job either with or without reasonable accommodations and without endangering the safety or health of themselves or co-workers throughout the term of the apprenticeship agreement such as:

Other: ~~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.~~

Possess a valid unrestricted Class A Commercial Driver License (CDL). ~~Manual transmission (no code "E" restriction).~~ Intrastate or corrective lenses restrictions are the only exceptions.

Possess a valid First Aid / CPR card with an annual expiration; online certifications are not recognized and will not meet this qualification.

Possess a valid Flagger / Traffic Control card issued in the States of Washington, Oregon, Idaho, or Montana; online certifications are not recognized and will not meet this qualification.

III. CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:

A. Selection Procedures:

1.

- b. Any applicant that schedules an interview and does not show up at their appointed time will have their application voided.

Applicants that interview will be scored and placed onto the existing ranked ~~listed list~~ based on that score. Applicants are offered apprenticeship opportunities in the order which they are ranked. ~~Top~~ Applicants on the ranked list are required to attend an ~~in-person New Indenture~~ New Indenture Orientation as scheduled; failure to attend the mandatory New Indenture Orientation at their scheduled time will result in removal from the ranked list ~~or cancellation during the probationary period.~~

2. EXCEPTIONS:

a. Transfer of Apprenticeship - Direct Entry.

(2) The transferring apprentice must meet the minimum qualifications and:

- (a) ~~e~~Complete an application form.
- (c) Upon being accepted by the receiving AJATC, have their existing apprenticeship agreement ~~terminated~~ canceled.
- (d) ~~h~~ Have registration proceedings initiated immediately by the receiving AJATC and the appropriate Registration Agency. The Registration Agency will be provided with all documentation necessary and/or required to verify that the transfer is justifiable.
- (e) ~~the apprentice will receive full credit for probationary time previously served.~~

(f e) ~~s~~Submit a DD-214 to verify military training and/or experience if they are a veteran.

b. Non-Signatory Journey-level worker: Direct Entry.

- (2) ~~p~~ Provide official, undisputable documentation to show that they were an employee performing electrical line construction work prior to and at the time the employer becomes signatory.
- (4) ~~Be deserving of~~ Meet qualifications for advance standing, based upon evaluation by the AJATC

c. Signatory Individual/Non-Signatory Employer

- (2) ~~h~~Have previous work experience (with non-participating employers(s)) that warrants some OJT credit, based on the provisions of these standards.
- (3) ~~p~~Provide reliable documentation (which shall be recorded and securely filed in the applicant's file) to substantiate previous employment and experience, in order to qualify for direct entry under this provision.
- (4) ~~p~~Provide official documentation to show length of employment with present electrical line employer and all other previous electrical line employers.

d. CREDIT FOR PREVIOUS EXPERIENCE.

- (1) Credit for participation in like apprenticeship programs (IBEW/NECA) or for completion of a non IBEW/NECA, DOL program will be evaluated by the JATC Training Director for credit.

g. Pre-Apprenticeship Entry:

- (1) Individuals who can verify that they have completed a structured pre-apprenticeship training program meeting minimum requirements established by the NJATC/ETA and recognized by the AJATC and sponsored by community outreach groups, or by the IBEW, NECA, or by the Local, State, Regional or National Building Trades programs, or by the AJATC, may qualify for direct ~~interview~~ entry, as determined by the AJATC and available apprenticeship opportunities. To qualify under this provision, applicants must meet the minimum qualifications and:

B. Equal Employment Opportunity Plan:

3. Develop partnerships ~~and~~ with entry programs specializing in recruitment and placement of women and minorities to remove barriers to entry into the Outside Line construction trade.

IV. TERM OF APPRENTICESHIP:

- A. The AJATC shall see that each apprentice completes a minimum of 7,000 hours of reasonably continuous supervised employment (OJT). The AJATC shall attempt to provide for participation in all of the work processes as outlined in these standards. This may require more than three and one-half years to complete in view of possible employment lapses. The term of apprenticeship shall be divided into seven periods of advancement of 1,000 hours each and 6 months.
- B. The apprentice shall work the hours that are specified in the applicable CBA (Collective Bargaining Agreement). The apprentice's work including outages and/or overtime shall not interfere with attending related instructional classes.

Under *NO CIRCUMSTANCES* shall a participating employer be denied the assignment of an apprentice due to an apprentice temporarily working outside the CBA. Failure to immediately comply with instructions to return to the AJATC for an OJT assignment may result in ~~termination~~ cancellation of the apprentice's apprenticeship agreement.

V. INITIAL PROBATIONARY PERIOD:

B.

3.

a. Review Criteria will consist of, but not limited to:

- ~~(1)~~ (1) Saturday school test scores
- ~~(2)~~ (1) ~~Camp Rilea~~ RSI test scores and demonstrated climbing ability.
- ~~(3)~~ (2) Instructor evaluations
- ~~(4)~~ (3) OJT monthly progress reports
- ~~(5)~~ (4) NW Line JATC training staff field reports
- ~~(6)~~ (5) 1st Aid/CPR Training

VI. RATIO OF APPRENTICES TO JOURNEY LEVEL WORKERS

E.

- 2. The individual training agents shall employ only registered apprentices secured from the AJATC. ~~The AJATC will determine whether or not an individual training agents agent with one (1), two (2), or any number of journey-level linemen is entitled to an apprentice, but no~~ No training agent is guaranteed any number of apprentices.
- 3. The AJATC shall allow each qualified employer a ratio of one (1) apprentice to one (1) journey-level lineman when registered apprentices are available. Such ratio shall apply on any job site and shall be subject to the conditions listed in the "Apprentice Ratios Memorandum of Understanding" as follows:

VII. APPRENTICE WAGES AND WAGE PROGRESSION:

C. Construction Lineman

1. Step Advancements

- c. Apprentices with outstanding balances will have their advancements held until such time all accounts are paid in full and will result in disciplinary action up to and including ~~termination~~ cancellation.
- e. Prior to advancing to “hot” work (above 600kV volts) as defined in section 2 below, apprentices must have the approval of the AJATC and meet the following requirements:
 - (3) Successfully completed ~~the 2nd year Camp Rilea Training Program~~ Hot Stick training.

2. Hot Time Definition

- d. Falsely reporting OJT hours, including hot hours, on the monthly progress reports will result in disciplinary action up to and including ~~termination~~ cancellation.

VIII. WORK PROCESSES:

A. CONSTRUCTION LINEMAN

Note: Apprentices are expected to be punctual and ready for work each day. Punctual means being on the job site prior to the starting time prepared for the day's work assignment. Any planned leave from OJT must be prearranged with the AJATC office and your training agent.

OJT absenteeism and/or tardiness will result in disciplinary action up to and including ~~termination~~ cancellation.

IX. RELATED/SUPPLEMENTAL INSTRUCTION:

A. The methods of related/supplemental training must be indicated below (check those that apply):

Sponsor approved online or distance learning courses (specify) As determined by the JATC

C Additional Information:

1. **The AJATC shall secure course material made available through the NJATC/ETA and other materials and equipment as deemed necessary by the AJATC.**
2. **When the related instruction is given in a classroom the AJATC shall secure competent instructors whose knowledge, experience and ability to teach shall be carefully examined. The qualification for an instructor shall be in accordance with the State Plan for Vocational Education for trade and industrial instructors. When possible, the instructor shall take such teacher training courses as are available from the NJATC/ETA or others.**
4. **Each apprentice shall be required to satisfactory complete three years of sponsor required related supplemental instructions (RSI) (~~Saturday School & Camp Rilea~~). This related classroom training will be separate from the on-the-job training requirements.**
5. **Every apprentice is required to attend and complete classes as required by the AJATC. The AJATC is required to provide at least 187 hours of related training per year to its registered apprentices. Classes are held on Saturdays at specific locations and additional training will be scheduled at the ~~Camp Rilea~~ training facility. In addition to ~~Saturday School Camp Rilea, EICA Crane training~~, required RSI, additional training may be required by committee action the Committee may require refresher or retraining on any subject.**
6. **All apprentices supplement the cost of training based on a nominal per hour week fee, which is withheld by the contractor on their behalf. In the event the Contractor does not process the withholding, the apprentice will be billed by the JATC. Failure to maintain an account as current may result in appearing before the Committee.**
7. **Attendance: Apprentices are expected to attend every session of school. Excused absences must be documented and may include job related work verified by your training agent or training agent representative and illness verified by a doctor. Documentation must be presented to the instructor of the AJATC office.**
9. **Class work missed, due to any type of absence, shall be completed by the apprentice as ~~directed by the instructor.~~**
10. **Scores: All apprentices are required to be punctual at work and school, and complete the yearly course curriculum with a minimum average grade of 80%.**
 - a. **1st year apprentices must receive a passing grade of 80% on the ~~Camp Rilea~~ course curriculum, and demonstrate the ability to work safely aloft on wood poles and towers. Failure to complete this requirement will result in the apprentice's ~~termination~~ cancellation.**
 - b. **2nd and 3rd year apprentices must receive a passing grade of 80% on the ~~Camp Rilea~~ course curriculum and demonstrate the ability to work with hot sticks from wood poles and steel structures. Failure to complete this requirement will result in committee action including repeating the required ~~Camp Rilea~~ course curriculum or ~~termination~~ cancellation.**

11. **Related Supplementary Instruction Completion:** Any apprentice who finishes ~~his or her~~ the related training requirements before ~~his or her~~ the required work experience shall be held in 7th period automatically until completion of such.
12. If unable to complete work experience within six months of school completion, ~~he or she~~ the apprentice may be required to return to school for additional training.
13. Any apprentice finishing ~~his or her~~ the related training requirements in the middle of a semester shall continue for the remainder of the semester for added work on subjects the AJATC may feel helpful to the apprentice's completion.
15. The RSI curriculum for ~~Saturday School and Camp Rilea~~ is designed to build and complement the ~~on-the-job~~ OJT training portion of the program. Therefore, apprentices under the direct supervision of a medical professional, who are unable to perform the ~~On the Job Training OJT~~ and ~~Related Supplemental Instruction RSI~~ duties of their current step will be required to have a release from a medical professional indicating they can attend and fully participate in both portions of training. Failure to provide said release may result in suspension from RSI until the apprentice has been released for full duty to perform ~~On the Job Training OJT~~ and ~~Related Supplemental Instruction RSI~~.

The intent of this provision is to keep the apprentices apprentice's on-the-job training OJT in line with the classroom instruction, to provide continuity in training.

X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

A. Administrative Procedures:

3. Sponsor Procedures:

a. Performance:

Inability to perform any of the minimum qualifications throughout the term of the apprenticeship agreement will result in disciplinary action up to and including termination cancellation.

b. COMMERCIAL DRIVER LICENSE:

As a condition of employment, Apprentices must maintain a Commercial Driver License (CDL) throughout the term of their apprenticeship agreement. Failure to maintain a CDL for the duration of the apprenticeship agreement will result in disciplinary action up to and including termination cancellation. The apprentice must notify their training agent and the AJATC office, in writing within 72 hours, of any traffic citations they are issued that may affect their CDL driving privileges. If an apprentice is terminated from employment due to failure to comply with company policy, is uninsurable, or unemployable due to any CDL related issue, the training agent and apprentice will notify the AJATC office as soon as possible within 24 hours.

c. MONTHLY PROGRESS REPORTS

(1) Apprentices must complete Progress Report on a monthly basis and that must be signed by the apprentice and the Crew Foreman or the General Foreman. In the event the

General Foreman and Crew Foreman are unavailable, the apprentice shall submit the Progress Report as required; a copy will be returned to the apprentice for necessary signatures. Reported hours will be recorded, but not credited until signatures are received in the AJATC office.

- (3) Reports must be post marked or submitted online no later than the 5th day of the month following the month for which the report is due (e.g., January's Progress Report is due by the 5th of February). All reports must be in blue or black ink and must be printed and legible. If your report is mailed without a signature from your journeyman ~~of~~ or if the comments, hours or signatures are illegible, your report will be returned to you.
- (4) Mail monthly progress reports to: (Faxed progress reports will not be accepted)

Northwest Line Construction Industry JATC
~~9817 NE 54th St., Suite 101~~
~~Vancouver, WA 98662~~
1705 SE 17th Street
Battle Ground, WA 98604

- (5) Failure to have progress reports in on time shall be cause for the following action:
 - (a) 1st late Progress Report per Step of Advancement: Hours will be recorded and credit awarded; apprentice will be notified by mail that further late reports will ~~not receive credit~~ result in progressive disciplinary action up to and including cancellation of the apprenticeship agreement.
 - (b) 3rd late Progress Report per Step of Advancement: the apprentice will be scheduled to appear before the Committee to show cause why ~~his/her~~ their apprenticeship agreement should not be cancelled cancelled. The AJATC will propose a six-month disciplinary probationary period.
- (6) Falsely reporting OJT hours, including hot hours and/or signatures, on the monthly progress reports will result in disciplinary action up to and including ~~termination~~ cancellation.

d. **ASSIGNMENT PROCEDURES.**

- (1) The training agent requesting an apprentice will call the JATC director ~~dispatcher~~ and notify ~~the director~~ them of the contractor's specific requirements and type of work involved. The ~~director~~ dispatcher will provide the name of ~~that~~ an apprentice that best meets the requirements of the JATC for the apprentice's advancement in the program.
- (2) An apprentice ~~applicant or a registered apprentice~~ must accept a dispatch from the AJATC and/or a transfer (from one job location to another job location) by ~~his/her~~ their current employer. Any apprentice refusing transfer or assignment will be subject to cancellation from the program.

e. **SAFETY AND HEALTH TRAINING**

- (1) The JATC requires the apprentices to respect work assignments and to follow the safety rules and ~~policy~~ policies of the employer. The JATC will expect contractors, line foremen and journey-level linemen to train the apprentice linemen in the proper and most productive work methods. Failure to comply with a contractor's/training ~~agents~~ agent's safety policy, or any act which endangers self or others as a result of an unsafe act, may result in disciplinary action up to and including ~~termination~~ cancellation.
- (2) Certification: As a condition of employment, apprentices must be certified in ~~OSHA Ten Hour Electrical Transmission & Distribution, 1st Aid/CPR and Traffic Control & Flagging. New indentured apprentices must obtain a Traffic Control (Flagging) certification valid within Oregon and Washington within 30 days of their indenture date;~~ online certifications are not recognized. Within the first year of employment apprentices are required to complete OSHA Ten Hour Electrical Transmission & Distribution certification. Failure to maintain these certifications throughout the term of the apprenticeship agreement will result in disciplinary action up to and including ~~termination~~ cancellation after the 30 day grace period for expirations.
- (3) Alcohol and Controlled Substance Abuse: Failure to comply with a contractor's/training ~~agents'~~ agent's Drug and Alcohol Policies will result in disciplinary action up to and including ~~termination~~ cancellation. All apprentices are required to sign a release to allow the NW Line JATC to have access to ~~your~~ their drug and alcohol test results, including verification of status from the Federal Motor Carrier Act (FMCA) website.
- (4) Behavior/Code of Conduct: All apprentices are required to abide by the Behavior Policy and the Code of Conduct; failure to adhere to these rules will result in being cited to appear before the Committee and possible cancellation from the program.

Local Apprenticeship Committee Policies

1. Dishonest Behavior:

- b. Any apprentice that is caught or suspected of cheating will be called before the committee and face disciplinary action up to and including ~~termination~~ cancellation from the apprenticeship.
- c. Any apprentice ~~terminated~~ canceled for cause will not be allowed to reapply for a period of one (1) year from the date of ~~termination~~ cancellation.

2. An employer or apprentice who has a dispute with the AJATC must proceed as follows:

- a. ~~Reduce~~ Submit the grievance/concern ~~to~~ in writing and ~~submit~~ it to the AJATC office no later than ten (10) calendar days before the next scheduled AJATC or Sub-Committee meeting date for placement on the agenda.

3. Personal Apprenticeship Records & Files:

All apprenticeship records and ~~personal~~ files are the sole property of the AJATC, and Records will be used only by the ~~AJATC or~~ AJATC Training Director and staff as needed to perform

the daily duties of the AJATC office, including but not limited to the overall performance of the apprentice.

B. Disciplinary Procedures

3. Sponsor Disciplinary Procedures:

~~NONE~~ Any apprentice who accumulates two or more holds of any kind will be cited to appear before the Committee for disciplinary action up to and including cancellation.

XI. SPONSOR – RESPONSIBILITIES AND GOVERNING STRUCTURE

D. Training Agent Management:

4. ~~Safety and Health~~-Training Agent Requirements:

- c. The AJATC expects the apprentices to respect work assignments and to follow safety rules and ~~policy~~ policies of the training agent. The AJATC will expect contractors, line foremen and journey-level linemen to train the apprentice linemen in the proper and most productive work methods.
- d. Apprentices have the right, as do all employees, to refuse to perform work they deem to be unsafe. Refusing to perform a job task, which the apprentice believes in good faith to be unsafe, shall not be grounds for ~~termination~~ cancellation of an apprentice's apprenticeship agreement. If an apprentice determines a job task to be unsafe, the apprentice shall not perform the job task and report ~~his or her~~ their concerns to the job foreman. The chain of command for reporting unsafe work practices, or work related problems, is as follows;

(5) AJATC Training Director

- e. If the Job Foreman, Supervisor, Safety Director, or Shop Steward has not responded, then the apprentice shall contact the AJATC Training Director. The AJTAC Training Director will contact the training agent and the local union by phone and in writing stating the concern of the apprentice. This should not be interpreted to mean that the apprentice should skip contacting the Job Foreman, Supervisor, Safety Director or Shop Steward. Although the apprentice is registered to the AJATC, ~~he is~~ they are also an employee of the training agent and ~~has~~ have the same rights and responsibilities as do all employees.
- i. Alcohol and Controlled Substance Abuse
As a condition of employment with the training agents participating in the ~~A-JATC~~ JATC Apprenticeship Program, all apprentice lineworkers will be required to participate in the Northwest Line Constructors Chapter - N.E.C.A. Drug Free Workplace Policy or other individual training agent's Drug Free Workplace Policy. Failure to comply with a training agent's Drug and Alcohol Policies will result in disciplinary action up to and including ~~termination~~ cancellation. All apprentices are required to sign a release to allow the AJATC to have access to ~~your~~ their drug and alcohol test results.

5. TRANSFER OF APPRENTICES AND CONTINUITY OF EMPLOYMENT

- b. The AJATC will delegate to the AJATC Training ~~and~~ Director all necessary authority to transfer and assign apprentices. The AJATC Training ~~and~~ Director shall handle the transfer and assignment of apprentices from one local union to another as determined by the ~~AJTC~~ JATC. The AJATC Training ~~and~~ Director will depend on the active cooperation of the applicable referral office to implement timely and efficient transfers.
- e. ~~All work on energized conductors over 600 volts shall be restricted to the 5th, 6th and 7th periods of apprenticeship. Prior to an apprentice being advanced to the 5th step, the apprentice must have successfully completed the 2nd year Camp Rilea course curriculum and have received progress reports attesting to the apprentices abilities to start training in the energized area (over 600 volts). Apprentices working on hot work shall be under the direct supervision of a journey level worker.~~

All work on energized conductors over 600 volts shall be restricted to apprentices who have met the minimum requirements. Prior to an apprentice being approved to work hot, the apprentice must have successfully completed the 2nd year training curriculum and have received progress reports attesting to the apprentice's abilities to start training in the energized area (over 600 volts). Apprentices working on hot work shall be under the direct supervision of a journey-level worker.

[Please delete and replace committee in its entirety]

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

1.

The ~~Area~~ Joint Apprenticeship and Training Committee for the Electrical Contracting Industry hereinafter called the "Committee" shall be composed of eight (8) members: four (4) to represent the Chapter of the National Electrical Contractors Association, Inc., and four (4) to represent the district(s) of the International Brotherhood of Electrical Workers, as set forth in the Area Training Agreement.

c. The employer representatives shall be:

Shawn Spencer, Secretary
Mountain Power
5299 North Pleasant View Road
Post Falls, ID 83854

David Hatch
International Line Builders
5516 North Starr Road
Newman Lake, WA 99025

Chris Hughes
Wilson Construction
PO Box 1190
Canby, OR 97013

Casey Luce
Potelco, Inc.
14103 Stewart Road
Sumner, WA 98390

**Brad Proctor, Alternate
Wilson Construction
PO Box 1190
Canby, OR 97013**

**Mark Swanson, Alternate
Potelco, Inc.
14103 - 8th Street East
Sumner, WA 98390**

d. The employee representatives shall be:

**Byron Allen, Chair
IBEW LU 483
3545 Alder Street
Tacoma, WA 98409**

**Pat Winter
IBEW Local 125
17200 NE Sacramento Street
Portland, OR 97230**

**Cole Bailey
IBEW LU 77
North 1506 Washington Street
Spokane, WA 99201**

**James Davidson
IBEW Local 659
4480 Rogue Valley Hwy, Ste. #3
Central Point, OR 97502**

**Travis Eri, Alternate
IBEW LU 125
17200 NE Sacramento Street
Portland, OR 97230**

**Don McElroy, Alternate
IBEW Local 659
4480 Rogue Valley Hwy, Ste. #3
Central Point, OR 97502**

XIII. TRAINING DIRECTOR/COORDINATOR:

**Terry Lowen
~~9817 NE 54th Street, Ste. #101
Vancouver, WA 98662~~**

**1705 SE 17th Street
Battle Ground, WA 98604**