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<i>EH 2/17/25</i>	<i>Teri Gardner 2-18-25</i>
<div style="border: 1px solid black; padding: 2px; display: inline-block;"> <b>RECEIVED</b>  <small>By EH at 10:36 am, Feb 20, 2025</small> </div>	
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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: WASHINGTON STATE UBC JATC # 128

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	<i>2/20/25</i>		
Print Name:		Print Name:	
<i>PAULA BESA</i>			
Signature:		Signature:	
<i>[Signature]</i>			

Approved By: <b>Washington State Apprenticeship &amp; Training Council</b>
Signature of Secretary of the WSATC:
Date:

*Attach additional sheets if necessary*

[please reorder/renumber where applicable]

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

**1. Applications:**

~~a. Application(s) will be provided to all interested individuals, year-round, either online at NWCI.org or at the following training center locations:~~

a. Application(s) will be provided to all interested individuals year-round. All applications will be identical in form and requirements. Applications are available at the following training center locations:

<b>North Puget Sound Carpenters Training Center 1387 Pacific Dr., Ste. D Burlington, WA 98233 Phone: 360-428-2933</b>	<b>South Puget Sound Carpenters Training Center 2575 Williamson Pl. DuPont, WA 98237 Phone: 253-393-6275</b>
<b>Central Puget Sound Carpenters Training Center 3000 NE 4th St., Bldg. L Renton, WA 98056 Phone: 425-235-2352 x 2465</b>	<b>Kent Training Center 20424 - 72nd Ave. S Kent, WA 98032 Phone: 253-437-5235 Toll Free Phone: 866-295-8764</b>
<b>Columbia Basin Carpenters Training Center 4208 W Clearwater Ave., Ste. D Kennewick, WA 99336 Phone: 509-783-6215</b>	<b>Eastern WA/Northern ID Carpenters Training Center 127 E Augusta Spokane, WA 99207 Phone: 509-532-8833</b>

b. 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 JATC.

**2. Qualified and Non-Qualified Applications:**

**b. Applicants who DO meet the minimum qualifications for entry into the program will be scored based on the application questions. Including applicable work experience, educational and vocational training, safety/ trade qualifications, military experience, and trade certifications/ credentials. Applicants will be placed on the eligibility list based on their scores will take part in a Trade Orientation scored skills assessment at such time based on program and industry needs.**

- ~~1) The scores from the skills assessment (objectively reviewed and evaluated) will be assigned to each applicant.~~
- ~~2) Applicants who meet the minimum skills assessment scoring threshold (60 points) will be placed in the ranked pool of applicants.~~
- ~~3) Applicants not meeting the minimum threshold will be notified via USPS and their applications will be deactivated. Applicants that do not meet the minimum threshold are encouraged to reapply.~~

**3. Pool of Applicants, Selection & Placement:**

- b. **The ranked order eligibility list may fluctuate as new applicants are placed on the list. Applicants will remain on the list for a minimum for two years from the application date. Applicants can request to be removed at any time.**
- c. ~~Upon notification of an apprenticeship opportunity the applicants shall begin the process of acquiring the basic tools of the trade. Applicants must possess the complete list of basic tools prior to first dispatch. A list of needed tools are available at training centers. (See Section 3.A.1.) The tool list is also located online at NWCI.org.~~
- f. **Upon notification of an apprenticeship opportunity the applicant will be given 5 business days, which is reasonable time, in which to report to the Local Area Training Center, contacted either in person, by phone, or written notification, including email regarding selection into the program. Selected applicants must respond to the notice of selection within eight (8) business hours of notice.**
  - ~~1) Failure to timely reply to the notification of opportunity, the applicant will be removed from the ranked list and provided a written notice of rejection for failure to comply. To be put back on the ranked list, the applicant must reapply to the apprenticeship.~~
  - ~~2) Applicants who turn down an apprenticeship opportunity will be removed from the ranked eligibility list. A request will be made for the applicant to resign in writing, and a notation will be made in the applicant file. This note will be dated and initialed by staff. To be put back on the ranked list, the applicant must reapply to the apprenticeship.~~
  - 1) **Selected applicants will be scheduled to attend a 2-day orientation before reporting to the jobsite, failure to attend or pass the orientation will result in being dropped from the applicant list and you must reapply.**
  - 2) **Notice of job opportunity will be mailed by certified mail. It is the responsibility of the applicant to keep their information current, mailing/email address and telephone/cell number. If no response is received in fifteen (15) working days from the written notice, the applicants name will be removed from the list. Only two notifications will be sent.**

**4. Direct Entry (Exceptions): Will be based on industry needs**

- a. **MILITARY:** An honorably discharged military veteran may qualify to waive the selection process of these standards.
  - 1) Complete the Application process (See Section 3.A.1.)
  - 2) Enroll in Helmets to Hardhats
  - 3) Applicant must apply within 5 years from honorable discharge.
  - 4) All relevant supporting documentation, DD-214, shall be provided at the time of application.
  - 5) Upon approval by appointed Sub-Committee, the applicant shall be registered as Direct Entry and dispatched to work.
    - i. In the event that there is no available OJT, apprentice will be placed on the out of work list and progress with RSI as applicable.

d. **PRE-APPRENTICESHIP:**

- ~~1) Applicants that have successfully completed a NWCI Pre-Apprenticeship may qualify to waive the selection process of these standards.~~
  - ~~a) Complete the Application process (See Section 3.A.1.).~~
  - ~~b) Applicants shall receive credit for 40 hours of RSI (week 1) towards their apprenticeship.~~
  - ~~c) All relevant supporting documentation shall be provided at the time of application.~~
  - ~~d) Upon approval by appointed Sub-Committee, the applicant shall be registered as Direct Entry and dispatched to work.~~
    - ~~i. In the event that there is no available OJT, Apprentice will be placed on the out of work list and progress with RSI as applicable.~~

6. **Non Signatory:**

- a. Employees of an employer who has not signed a collective bargaining agreement and wishes to participate in the apprenticeship program, not qualifying as a journey level worker shall be evaluated by the sponsor using consistent, standard, non - discriminatory means and registered at the appropriate period of apprenticeship based on previous work experience and related training provided:
  - 1) The employer must sign a Contribution Agreement with the Carpenters - Employers Apprenticeship & Training Trust Fund of Washington - Idaho, as a condition of becoming a training agent.
  - 2) All employers requesting "approved training agent" status shall sign a Training Agent Agreement obligating the employer to comply with all apprenticeship rules and the standards of apprenticeship.
  - 3) An individual who signs an authorization card during an organizing effort wherein fifty percent (50%) plus one of the employees have signed the authorization cards, whether or not the employer becomes signatory, and is an employee of the non-signatory employer and does not qualify as a Journey worker, shall be evaluated by the JATC, using consistent, standard, nondiscriminatory means, and registered at the appropriate period of apprenticeship based on previous work experience and related training.
  - ~~3) An individual who signs an authorization card during an organizing effort whether or not the employer becomes signatory, and the individual not qualifying as a journey-~~

~~level worker may be evaluated by the sponsor and registered at the appropriate period of apprenticeship based on previous work experience and related training.~~

B. Equal Employment Opportunity Plan:

**EEO Pledge**

**Diversity is an important part of the culture of the ~~Carpenters Employers Apprenticeship Training Trust (CEATT)~~ Southwest Carpenters Training Fund (SWCTF). Diversity encompasses race, gender, ethnic group, age, personality, religion, sexual orientation, education, background and more. Our organization embraces differences and welcomes all. We achieve this by partnering with regional pre-apprenticeship programs, as well as, organization that work with diverse communities. Networking, mentoring and socializing with a variety of group will increase engagement by demonstrating to individuals from all backgrounds that they can achieve success in our industry and that we are willing to help them succeed. Our programs are bias free, and to all applicants, apprentices, and members we make the following non-discrimination pledge. (See below)**

**The ~~CEATT~~ (SWCTF). will not discriminate against apprenticeship applicants, apprentices or journey persons based on race, color, religion, national origin, sex (including pregnancy and gender identity), sexual orientation, genetic information, or individuals having a disability, or persons 40 years old or older. The ~~CEATT~~ (SWCTF). will take affirmative action to provide equal opportunity in apprenticeship and training for all qualified members and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, part 30.**

X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

A.3.b.

- 4) ~~All apprentices shall have completed a First Aid/CPR class before being advanced to 3rd period or before their second advancement after advanced placement. Apprentices shall have a current First Aid/CPR card for each period of advancement from 3rd period through the completion of their apprenticeship.~~ All apprentices shall have a current first aid certification in order to journey out.