



Registered Apprenticeship Standards

DEVELOPED FOR

MONTGOMERY ELECTRICAL JOINT APPRENTICESHIP
TRAINING COMMITTEE

Registered by:

Sophia Guan

Certified by:

Josh Laney

Printed Name: Sophia Guan

Printed Name: Josh Laney

Title: Project Manager

Title: Director

Registration Number: AL004460004

☒ Revised Standards

Registration Date: 7/19/1946

Revised Date: 2/12/2025



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SECTION I – STANDARDS OF APPRENTICESHIP V.8 29 CFR § 29.5

A. Sponsor Contact Information

Sponsor Name: Montgomery Electrical Joint Apprenticeship Training Committee

Address: 1469 Jean Street, Montgomery, AL 36107

EIN: 63-1284558

NAICS Code: 611513

Size of Workforce: 213

General inquiries and notifications may be submitted to the sponsor using the contact information below:

Program Contact Name: Herman Bayless

Title: Training Director MEJATC

Address: 1469 Jean Street, Montgomery, AL 36107

Telephone Number: 334-212-2497

Email Address: herman@ibew443.org

B. Responsibilities of the Sponsor

Montgomery Electrical Joint Apprenticeship Training Committee must conduct, operate, and administer this program in accordance with all applicable provisions of Title 29 Code of Federal Regulations (CFR) parts 29 and 30 and all relevant guidance issued by the Registration Agency (Section G). The sponsor must fully comply with the requirements and responsibilities listed below.

Sponsors shall:

1. Register all apprenticeship standards with the Registration Agency, including local variations, if applicable. If the sponsor alters these standards or any appendices to reflect changes it has made to the apprenticeship program, the sponsor will obtain approval of all modifications from the Registration Agency.
2. Deregistration of a program may be effected upon the voluntary action of the sponsor by submitting a request for cancellation of the registration, or upon reasonable cause, by the Registration Agency instituting formal deregistration proceedings.



3. Ensure that all apprentices are under written apprenticeship agreements incorporating, directly or by reference, these standards and that meets the requirements of 29 CFR § 29.7. Submit apprenticeship agreements within 45 days of enrollment of apprentices. Form ETA 671 is available upon logging into RAPIDS.
4. Notify the Registration Agency within 45 days of all apprentice suspensions for any reason, reinstatements, extensions, completions, and cancellations with explanation of causes. Transfers of an apprenticeship between programs and within programs must be based on agreement between the apprentice and the sponsors. Notification may be made in RAPIDS or using the contact information in Section G.
5. Make available, upon request, a copy of these standards and any applicable written rules and policies to each apprentice.
6. Maintain records for a period of five years from the date of the making of the record or the personnel action involved, whichever occurs later.

C. Work Process Schedule and Related Instruction Outline – 29 CFR §§ 29.5(b)(2) – (4), and 29.2

Every apprentice is required to participate in on the job learning and related instruction in subjects related to the occupation.

The sponsor shall:

1. Ensure adequate and safe equipment and facilities for training and supervision, and safety training for apprentices on the job and in related instruction.
2. Arrange for periodic review and evaluation of apprentice's progress on the job and in related instruction; and maintain appropriate progress records.
3. Ensure there are qualified training personnel and adequate supervision on the job.

Journeyworker means a worker who has attained a level of skill, abilities and competencies recognized within an industry as having mastered the skills and competencies required for the occupation. (Use of 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.)

Every apprenticeship instructor must:

1. Meet the State Department of Education's requirements for a vocational-technical instructor in the State of registration, or be a subject matter expert, which is an individual, such as a journeyworker, who is recognized within an industry as having expertise in a specific occupation; and
2. Have training in teaching techniques and adult learning styles, which may occur before or after the apprenticeship instructor has started to provide the related technical instruction.

D. Credit for Previous Experience – 29 CFR § 29.5(b)(12)

Apprentice applicants seeking credit for previous experience gained outside the



apprenticeship program must furnish appropriate records to substantiate the claim. Montgomery Electrical Joint Apprenticeship Training Committee will evaluate the request for credit and make a determination during the apprentice's probationary period.

The granting of advanced standing or credit for demonstrated competency, acquired experience, training, or skills will be applied consistently with commensurate wages for any progression step so granted.

E. Equal Employment Opportunity and Affirmative Action – 29 CFR § 29.5(b)(21)

1. EEO Contact Information – 29 CFR § 30.3(b)(1)

The sponsor will designate an individual with appropriate authority under the program to be responsible and accountable for overseeing its commitment to equal opportunity in registered apprenticeship, including the development and implementation of an affirmative action program as required by § 30.4. The individual must have the resources, support of, and access to the sponsor leadership to ensure effective implementation. The individual will be responsible for:

1. Monitoring all registered apprenticeship activity to ensure compliance with the nondiscrimination and affirmative action obligations required by this part;
2. Maintaining records required under this part; and
3. Generating and submitting reports as may be required by the Registration Agency.

The designated individual with the appropriate authority and resources to be responsible and accountable for overseeing and implementing equal opportunity is:

Name: Herman Bayless

Title: Training Director MEJATC

Address: 1469 Jean Street, Montgomery, AL 36107

Telephone Number: 334-212-2497

Email Address: herman@ibew443.org

2. Equal Opportunity Pledge – 29 CFR § 30.3(c)(1)

Montgomery Electrical Joint Apprenticeship Training Committee will not discriminate against apprenticeship applicants or apprentices based on 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.

Montgomery Electrical Joint Apprenticeship Training Committee will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, part 30.

3. Dissemination of Equal Opportunity Policy – 29 CFR § 30.3(b)(2)



The sponsor must inform all applicants for apprenticeship, apprentices, and individuals connected with the administration or operation of the registered apprenticeship program of its commitment to equal opportunity and its affirmative action obligations. In addition, the sponsor must require that individuals connected with the administration or operation of the apprenticeship program take the necessary action to aid the sponsor in meeting its nondiscrimination and affirmative action obligations. A sponsor is required to:

- i. Publish its equal opportunity pledge in apprenticeship opportunity announcements and appropriate publications, such as apprentice and employee handbooks, policy manuals, newsletters, or other documents disseminated by the sponsor or that otherwise describe the nature of the sponsorship;
- ii. Post its equal opportunity pledge on bulletin boards, including through electronic media, such that it is accessible to all apprentices and applicants for apprenticeship;
- iii. Conduct orientation and periodic information sessions for individuals connected with the administration or operation of the apprenticeship program, including all apprentices and journeyworkers who regularly work with apprentices, to inform and remind such individuals of the sponsor's equal employment opportunity policy with regard to apprenticeship, and to provide anti-harassment training required

4. Universal Outreach and Recruitment – 29 CFR § 30.3(b)(3)

The sponsor will implement measures to ensure that its outreach and recruitment efforts for apprentices extend to all persons available for apprenticeship within the sponsor's relevant recruitment area without regard to race, sex, ethnicity, or disability. In furtherance of this requirement, the sponsor must:

1. Develop and update annually a list of current recruitment sources that will generate referrals from all demographic groups within the relevant recruitment area.
2. Identify a contact person, mailing address, telephone number, and email address for each recruitment source; and
3. Provide recruitment sources advance notice, preferably 30 days, of apprenticeship openings so that the recruitment sources can notify and refer candidates. Such notification must also include documentation of the sponsor's equal opportunity pledge.

5. Anti-Harassment Training – 29 CFR § 30.3(b)(4)

The sponsor must develop and implement procedures to ensure that its apprentices are not harassed because of their race, color, religion, national origin, sex, sexual orientation, age (40 or older), genetic information, or disability and to ensure that its apprenticeship program is free from intimidation and retaliation. To promote an environment in which all apprentices feel safe, welcomed, and treated fairly, the sponsor must ensure the following steps are taken:

1. Provide anti-harassment training to all individuals connected with the administration or operation of the apprenticeship program, including all apprentices and journeyworkers who regularly work with apprentices. This training must not be



a mere transmittal of information, but must include participation by trainees, such as attending a training session in person or completing an interactive training online. The training content must include, at a minimum, communication of the following:

- i. That harassing conduct will not be tolerated;
 - ii. The definition of harassment and the types of conduct that constitute unlawful harassment on the basis of race, color, religion, national origin, sex, sexual orientation, age (40 or older), genetic information, and disability; and
 - iii. The right to file a harassment complaint.
2. Make all facilities and apprenticeship activities available without regard to race, color, religion, national origin, sex, sexual orientation, age (40 or older), genetic information, or disability except that if the sponsor provides restrooms or changing facilities, the sponsor must provide separate or single-user restrooms and changing facilities to assure privacy between the sexes;
 3. Establish and implement procedures for handling and resolving complaints about harassment and intimidation based on race, color, religion, national origin, sex, sexual orientation, age (40 or older), genetic information, and disability, as well as complaints about retaliation for engaging in protected activity.

6. Affirmative Action Program – 29 CFR § 30.4

Montgomery Electrical Joint Apprenticeship Training Committee acknowledges that it will adopt an affirmative action plan in accordance with 29 CFR § 30.4 (required for sponsors with five or more registered apprentices by two years from the date of the sponsor's registration or by two years from the date of registration of the program's fifth (5th) apprentice). Information and technical assistance materials relating to the creation and maintenance of an affirmative action plan will be made available by the Registration Agency.

F. Complaint Procedures – 29 CFR §§ 29.5(b)(22), 29.7(k), 29.12, and 29 CFR § 30.14

For all issues covered by a Collective Bargaining Agreement (CBA), apprentices must seek resolution through the applicable procedures contained in the CBA.

If an applicant or an apprentice believes an issue exists that adversely affects the apprentice's participation in the apprenticeship program or violates the provisions of the apprenticeship agreement or standards, the applicant or apprentice may seek relief. Nothing in these complaint procedures precludes an apprentice from pursuing any other remedy authorized under another Federal, State, or local law. Below are the methods by which apprentices may send a complaint:

1. Complaints Regarding Discrimination

Sponsors must provide written notice to all applicants for apprenticeship and all apprentices of their right to file a discrimination complaint and the procedures for doing so. The notice must include the address, phone number, and other contact information for the Registration Agency that will receive and investigate complaints filed under this



part. The notice must be provided in the application for apprenticeship and must also be displayed in a prominent, publicly available location where all apprentices will see the notice. The notice must contain the exact language of the EEO Complaints Information Notice required by § 30.14(b):

Your Right to Equal Opportunity

It is against the law for a sponsor of an apprenticeship program registered for Federal purposes to discriminate against an apprenticeship applicant or apprentice based on race, color, religion, national origin, sex, sexual orientation, age (40 years or older), genetic information, or disability. The sponsor must ensure equal opportunity with regard to all terms, conditions, and privileges associated with apprenticeship. If you think that you have been subjected to discrimination, you may file a complaint within 300 days from the date of the alleged discrimination or failure to follow the equal opportunity standards with Josh Laney with the Alabama Office of Apprenticeship located at One Technology Court, Montgomery, Alabama 36116. Phone number is 334-280-4414 and email address is info@alapprentice.org. You may also be able to file complaints directly with the EEOC, or State fair employment practices agency. If those offices have jurisdiction over the sponsor/employer, their contact information is listed below. The EEOC can be reached at 1-800-669-4000.

Each complaint filed must be made in writing and include the following information:

- i. Complainant's name, address and telephone number, or other means for contacting the complainant;
- ii. The identity of the respondent (i.e. the name, address, and telephone number of the individual or entity that the complainant alleges is responsible for the discrimination);
- iii. A short description of the events that the complainant believes were discriminatory, including but not limited to when the events took place, what occurred, and why the complainant believes the actions were discriminatory (for example, because of his/her race, color, religion, sex, sexual orientation, national origin, age (40 or older), genetic information, or disability);
- iv. The complainant's signature or the signature of the complainant's authorized representative.

2. General Complaints

The sponsor will hear and attempt to resolve the matter locally if written notification from the apprentice is received within 15 days of the alleged violation(s). The sponsor will make such rulings as it deems necessary in each individual case within 30 days of receiving the written notification. Any complaint described that cannot be resolved by the program sponsor to the satisfaction of all parties may be submitted to the Registration Agency, provided in Section G within 60 days of the final local decision. General complaints should be directed to the following contact:



Name: Herman Bayless

Title: Training Director MEJATC

Address: 1469 Jean Street, Montgomery, AL 36107

Telephone Number: 334-212-2497

Email Address: herman@ibew443.org

G. Registration Agency Contact Information – 29 CFR § 29.5(b)(17)

The Registration Agency is the Alabama Office of Apprenticeship. General inquiries, notifications, and requests for technical assistance may be submitted to the Registration Agency using the contact information below:

Name: Sophia Guan

Title: Project Manager

Address: One Technology Court, Montgomery, AL 36116

Telephone Number: 334-274-8020

Email Address: sophia.guan@commerce.alabama.gov

H. Reciprocity of Apprenticeship Programs – 29 CFR § 29.13(b)(7)

States must accord reciprocal approval for Federal purposes to apprentices, apprenticeship programs, and standards that are registered in other States by the Office of Apprenticeship or a Registration Agency if such reciprocity is requested by the apprenticeship program sponsor.

Program sponsors seeking reciprocal approval must meet the wage and hour provisions and apprentice ratio standards of the reciprocal State.

I. Limitations – 29 CFR § 29.11

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

1. Any apprenticeship provision in any collective bargaining agreement between employers and employees establishing higher apprenticeship standards; or
2. 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 II – VETERANS' EDUCATIONAL ASSISTANCE AS MANDATED BY PUBLIC LAW 116-134 (134 STAT. 276)

Pursuant to section 2(b)(1) of the Support for Veterans in Effective Apprenticeships Act of 2019 (Pub. L. 116-134, 134 Stat. 276), by signing these program standards, the program sponsor official whose name is subscribed assures and acknowledges the following regarding certain G.I. Bill and other VA-administered educational assistance referenced



below (and described in greater detail at the VA's website at: <https://www.va.gov/education/eligibility>) for which current apprentices and/or apprenticeship program candidates may be eligible:

1. The program sponsor is aware of the availability of educational assistance for a veteran or other eligible individual under chapters 30 through 36 of title 38, United States Code, for use in connection with a registered apprenticeship program;
2. The program sponsor will make a good faith effort to obtain approval for educational assistance described in paragraph (1) for, at a minimum, each program location that employs or recruits a veteran or other eligible individual for educational assistance under chapters 30 through 36 of title 38, United States Code; and
3. The program sponsor will not deny the application of a qualified candidate who is a veteran or other individual eligible for educational assistance described in paragraph (1) for the purpose of avoiding making a good faith effort to obtain approval as described in paragraph (2).

SECTION III - COLLECTIVE BARGAINING PROVISIONS

The employer or employer association must furnish to any union that is a collective bargaining agent of the employees to be trained a copy its application for registration and of these Standards, including all attachments.

The Montgomery Electrical Joint Apprenticeship and Training Committee representing the Gulf Coast Chapter National Electrical Contractors Association, Inc. and Local Union No. 443 International Brotherhood of Electrical Workers hereby adopt these standards of apprenticeship on

07 Feb 2025

Signature of Management (designee)

Andrew Varnvotis

Printed Name

Signature of Labor (designee)

Corey Springs

Printed Name

Signature of Management (designee)

Korey Hall

Printed Name

Signature of Labor (designee)

TaCorey Hardamon

Printed Name



SECTION IV – SIGNATURES

OFFICIAL ADOPTION OF APPRENTICESHIP STANDARDS

The undersigned sponsor hereby subscribes to the provision of the Apprenticeship Standards formulated and registered by Montgomery Electrical Joint Apprenticeship Training Committee on

07 Feb 2025

Signature of Sponsor (designee)

Herman Bayless

Printed Name

Signature of Sponsor (designee)

Printed Name

SECTION V – DISCLOSURE AGREEMENT *(Optional)*

I authorize the Alabama Office of Apprenticeship to share general information relating to the apprenticeship program and the Appendix A with other potential apprenticeship sponsors.

Signature

Date

Printed Name

Appendix A

ON THE JOB LEARNING

AND

RELATED INSTRUCTION OUTLINE

DEVELOPED FOR

MONTGOMERY ELECTRICAL JOINT APPRENTICESHIP AND TRAINING
COMMITTEE

AL004460004

Sponsor:  Date: 07 Feb 2025

Registration Agency:  Date: 2/12/2025

☒ Revised Appendix A, Occupation Registration Date: 7/19/1946

Appendix A

WORK PROCESS SCHEDULE ELECTRICIAN

O*NET-SOC CODE: 47-2111.00 RAPIDS CODE: 0159

☒ National Occupation ☐ State Occupation

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

A. **APPRENTICESHIP APPROACH – V.8 29 CFR § 29.5(b)(2)**

☒ Time-based ☐ Competency-based ☐ Hybrid

2. **TERM OF APPRENTICESHIP – 29 CFR § 29.5(b)(2)**

The term of the apprenticeship is 8000 hours, supplemented by 720 total hours of related instruction.

3. **RATIO OF APPRENTICES TO JOURNEYWORKERS – 29 CFR § 29.5(b)(7)**

Every apprenticeship program is required to provide a numeric ratio of apprentices to journeyworkers consistent with proper supervision, training, safety, and continuity of employment, and applicable provisions in collective bargaining agreements, except where such ratios are expressly prohibited by the collective bargaining agreements.

The apprentice to journeyworker ratio is: 2 apprentice(s) to 3 journeyworker(s).

4. **APPRENTICE WAGE SCHEDULE – 29 CFR § 29.5(b)(5)**

Apprentices shall be paid a progressively increasing schedule of wages established in the collective bargaining agreement.

The journeyworker wage for this occupation is \$31.10.

PERIOD	TERM AND REQUIREMENTS	PERCENT OF JW RATE	WAGE RATE
1 st	Starting wage – complete 1000 hours to move to period 2 wage	50%	\$15.55
2 nd	Complete 2000 hours and 180 hours of related instruction to move to period 3 wage	55%	\$17.10
3 rd	Complete 3500 hours and 360 hours of related	60%	\$18.66

	instruction to move to period 4 wage		
4 th	Complete 5000 hours and 540 hours of related instruction to move to period 5 wage	70%	\$21.77
5 th	Complete 6500 hours to move to period 6 wage	80%	\$24.88
6 th	Successful completion of all 8000 hours, 720 hours of related instruction, and obtain Alabama State Electrical License to move to end wage	90%	\$27.99
7 th	End wage	100%	\$31.10

5. PROBATIONARY PERIOD – 29 CFR § 29.5(b)(8) and (20)

The probationary period may not exceed 25 percent of the length of the program or 1 year whichever is shorter. Full credit will be given for the probationary period toward the completion of the apprenticeship.

Every applicant selected for apprenticeship will serve a probationary period of 2000 hours.

6. SELECTION PROCEDURES – 29 CFR § 29.5(b)(10), (21) and 29 CFR § 30.10

SECTION I – MINIMUM QUALIFICATIONS

Applicants will meet the following minimum qualifications to be eligible for the pool of applicants:

A. Age

Applicants must not be less than 18 years of age and provide appropriate verification of age respecting Alabama state laws.

B. Education

Applicants must have a high school diploma, General Educational Development (GED) equivalency, or other high school equivalency credential. Applicant must provide an official transcript(s) for high school and any post-high school education.

C. 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.

D. Other

Qualified applicants will take an aptitude test.

SECTION II – SELECTION PROCEDURES

The sponsor has adopted the following selection procedures, consistent with the

requirements set forth in 29 CFR § 30.10(b):

- A. Applications will be accepted online, year-round by the sponsor.
- B. Every applicant will be required to complete an application that will be made available by the sponsor.
- C. 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 disqualified and no further processing of such application will be taken.
- D. The JATC will schedule all qualified applicants (other than those entitled to Direct Interview or Direct Entry) for a properly validated aptitude test required by the JATC and approved by the electrical training Alliance, with a passing score as a minimum qualification, and to be eligible for interview. The applicant will be notified in writing as to the time, place, and date they are to complete the aptitude test. The applicant's aptitude test will be entered into the Application Record. Aptitude Test scores will not be shared with the interview committee. The Aptitude Test scores should not be shared with the applicant, only pass/fail.
- E. Applicants will have the opportunity to review the standards, the sponsor's written rules and policies, and the apprenticeship agreement during the application process and prior to joining the program.
- F. Required interviews will be conducted and selections will be made by the JATC based on a rank list. Applicants placed on the ranked list shall remain active and subject to selection for a period of one (1) calendar year from the date of interview or completion of other selection procedures, unless they decline an offer, request to be removed from the list, fail to meet post-selection requirements, or they are approved for a re-interview.
 - a. If after a minimum of ninety (90) days from the date of their most recent interview with the JATC, an applicant has gained at least 450 hours of documented work experience in the electrical construction industry or has successfully completed two (2) or more post-secondary, industry-related classes, the applicant is eligible to make a request to be re-interviewed by the JATC by completing the JATC's re-interview request form. Examples of related classes include Algebra I and II, Geometry, Trigonometry, Advanced Math, Physical Sciences, Physics, Chemistry, Industrial Arts, Mechanical Drawing/Drafting, Computer Literacy/Programming, or Related Vocational/Technical Courses.
- G. All selected applicants (including direct entry) must provide any remaining documentation required to complete their application process and satisfy all post-selection requirements.

- a. All selected applicants (including those admitted through direct entry) must meet the following minimum requirements at the time indicated in these selection procedures, typically after a conditional offer is made and prior to registration.
 - i. Provide any remaining documentation required to complete the selection process.
 - ii. Not be disqualified as a result of information obtained by the JATC during the selection process, including interviews, verification of information, reference checks or other information made available to the JATC prior to registration.

SECTION III – DIRECT INTERVIEW

The applicants described below will not be required to obtain a qualifying score on the Aptitude Test or meet the requirements of High School diploma or GED, or Algebra. If they meet all other minimum qualifications listed in the Registered Apprenticeship Standards, and the requirements below, they will be invited to an interview. These individuals must still meet all post selection requirements. Applicants are not required to apply through these methods and may choose to apply through the standard method of entry. Every applicant who qualifies for Direct Interview, and who is subsequently registered, will be evaluated by the JATC to determine, using standard means of evaluation, if OJL and/or related instruction credit will be awarded for previous training and experience.

A. Military Experience:

- a. Applicants who have completed at least three years of active-duty military service with the U.S. Armed Forces, with a discharge under honorable conditions within five years of the application date.
- b. Applicants who have completed at least six years of U.S. military reserve service, who are still serving as a military reservist or have an honorable discharge within two years of the application date.
- c. Applicants who have been honorably discharged from the military and have completed military technical training school in a Military Occupational Specialty ("MOS") applicable to the commercial and/or industrial electrical construction industry and can document a minimum of two years of military experience in that MOS within five years of the date of application. These individuals may also qualify for direct entry.
- d. To qualify under Military Experience, applicants must provide a DD Form 214 or equivalent documentation acceptable to the JATC to establish their experience.
- e. Applicants who have served overseas and/or lived on a military installation for a minimum of two (2) years prior to application will have any existing residency restriction waived.

B. Industry Experience:

- a. 2,000 Hours. Applicants who can verify that they have worked a minimum of two thousand (2,000) hours specifically in the electrical construction industry.
 - b. 4,000 Hours. Applicants who can verify that they have worked a minimum of 4,000 hours specifically in the commercial construction industry. These individuals may also qualify for direct entry. An absolute minimum of 4,000 hours of electrical work experience must be proven to meet this qualification. No other form of electronic or electrical experience/training or construction experience will be given credit under this provision.
 - c. Individuals applying under these two Industry Experience methods must provide to the JATC sufficient documentation, satisfactory to the JATC, to demonstrate their experience in the electrical construction industry. This documentation may be comprised of official documents such as tax/payroll records, or notarized letters of experience from prior employers.
- C. Electrical Training Alliance Interim Credential:
- a. Individuals who have received an Interim: Credential through the program developed by the electrical training Alliance, which represents that they have successfully completed the assigned curriculum. These individuals may also be eligible for direct entry.
- D. School to Apprenticeship:
- a. Individuals who have completed a School to Apprenticeship (STA) Program in the electrical industry, including School to Registered Apprenticeship (STRA) program involving the JATC. To be eligible, the STA or STRA program must meet the following requirements:
 - i. shall be available to all schools within the jurisdiction of the CBA that agree to participate in the STRA program.
 - ii. shall require participants to be at least 16 years of age
 - iii. shall require participants to complete their Junior Year (11th Grade) of High School prior to being employed as an apprentice in this program.
 - iv. shall allow the JATC to work with the school to encourage participating school systems to include in their academic curriculum: A basic Computer Course and Mechanical Drawing, or Computer-Aided Design. The JATC may determine that participants must complete the First Year of industry-related classroom training (electrical training Alliance Curriculum), specific electrical training Alliance courses or industry orientation-related seminars, or classes. These classes and seminars shall be taught by the JATC. The electrical training Alliance course materials may be presented during the evening hours
 - v. may permit the scheduling of alternating weeks of academic study and OJL experience, as determined by the JATC, and agreed to by the participating school(s)
 - vi. shall mandate that failure to successfully complete academic studies (high school and JATC) shall be just cause for termination from the program

- vii. shall mandate that failure to demonstrate progress in safely and proficiently accomplishing work practices shall be just cause for termination
- E. Job Corps:
 - a. Applicants who completed a Job Corps training program in electrical construction within two (2) years prior to application.
- F. Pre-Apprenticeship Programs:
 - a. Individuals who can verify that they have completed a structured pre-apprenticeship training program meeting minimum requirements recognized by the JATC, and sponsored by community outreach groups, the IBEW or NECA, the Local, State, Regional or National Building Trades programs, or by the JATC. These individuals may also qualify for direct entry.
 - b. Applicants under this method must provide the JATC with appropriate documentation, satisfactory to the JATC, confirming that they meet the specific requirements of the pre-apprenticeship program. This documentation must be comprised of official documents such as completion/graduation certificates, transcripts, notarized letters of confirmation, and sworn statements.
- G. Industry Needs:
 - a. Applicants who meet unique industry needs or requirements, and who obtain a qualifying score on the Aptitude Test, will qualify for direct interview by the JATC as soon as possible after application submission and may qualify for direct entry. To qualify under this method, applicants must either:
 - i. Be in categories for which signatory contractors are required to recruit and hire under project labor agreements ("PLAs"), project stabilization agreements ("PSAs"), and/or other federal, state, or local government contracts or agreements, provided that those categories are not defined by Protected Characteristics as defined in the JATC's EEO/AA Plan (e.g., requirements for veterans, local residents, or disadvantaged workers as defined by income or other factors than the Protected Characteristics); or
 - ii. Be located in a geographic area for which there is a high demand that cannot be reasonably served with a sufficient number of apprentices because of the excessive travel distances.

SECTION IV – DIRECT ENTRY

Applicants who meet the following qualifications will be offered direct entry into the Apprenticeship Program, with certain requirements waived and without being placed on or selected from the ranked list of qualified applicants. These individuals must still meet all post-selection requirements, unless expressly exempted. Every applicant who qualifies for Direct Entry, and who is subsequently registered, will be

evaluated by the JATC to determine, using standard means of evaluation, if OJL and/or related instruction credit will be awarded for previous training and experience.

- A. New Signatory Employer: An electrical construction employee of a non-signatory employer not qualifying as a Journeyworker when the employer becomes a signatory shall be evaluated by the JATC, using consistent, standard, non-discriminatory means and registered at the appropriate period of apprenticeship based on previous work experience and related training. Such applicants must:
 - a. Provide official, undisputable documentation to show that they were an employee performing electrical construction work prior to and at the time the employer becomes signatory.
 - b. Supply the JATC with required reliable documentation and adequate verification to substantiate previous employment and experience to warrant their registration.
 - c. Meet the physical requirement with or without reasonable accommodation.
 - d. Be capable of completing all requirements of the apprenticeship program and performing the work required of an electrical worker, with or without reasonable accommodations, including being able and willing to: Safely perform or learn to safely perform the essential functions of the job; Get to and from work at job sites anywhere within the geographical jurisdiction of this Apprenticeship Program. Attend and successfully pass all related instruction; Understand and follow all JATC Rules and Policies; Read, hear, speak, and understand instructions and warnings in English.
- B. 30% Cards: An individual who signs an authorization card during an organizing effort, where 30% or more of the employees have signed authorization cards, whether or not the employer becomes signatory, and is an employee of the non-signatory electrical contractor and does not qualify as a Journeyworker, 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. All employees of the non-signatory electrical contractor must have been offered the opportunity to sign authorization cards. For such applications to be considered, they must:
 - a. Have previous work experience (with non-participating employer(s)) that warrants some OJL credit, based on the provisions of these Standards, provide reliable documentation and adequate verification (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.
 - b. Provide official documentation to show length of employment with present electrical employer and all other previous electrical employers.
 - c. Meet the physical requirement.
 - d. Be capable of completing all requirements of the apprenticeship program and performing the work required of an electrical worker, with or without reasonable accommodations, including being able and willing to: Safely

perform or learn to safely perform the essential functions of the job; Get to and from work at job sites anywhere within the geographical jurisdiction of this Apprenticeship Program. Attend and successfully pass all related instruction; Understand and follow all JATC Rules and Policies; Read, hear, speak, and understand instructions and warnings in English.

C. Transfer of Apprenticeship:

- a. A registered apprentice who wishes to transfer an Apprenticeship Agreement between two local IBEW/NECA JATCs having registered inside apprenticeship programs must meet the following requirements.
 - i. The apprentice must submit a written request for transfer, describing in detail the needs and reasons upon which the request is based.
 - ii. The apprentice's sponsoring JATC must agree to the transfer, acting on behalf of the official program sponsors for the IBEW and NECA. The sponsoring JATC must not unreasonably withhold such agreement.
 - iii. The receiving JATC must agree to accept the transfer, acting on behalf of the official program sponsors for the IBEW and NECA. The receiving JATC must not unreasonably withhold such acceptance.
 - iv. The receiving JATC shall have complete access to all apprenticeship records pertaining to the transferring apprentice.
 - v. Upon being accepted by the receiving JATC, have their existing apprenticeship agreement terminated and have registration proceedings initiated immediately by the receiving JATC 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.
 - vi. The apprentice will receive full credit for probationary time previously served. No plan assets will be transferred between the plans to cover the cost of the apprentice's education.
 - vii. The transferring apprentice must:
 1. Complete an Application.
 2. Provide to the JATC official documentation pertaining to their participation in the apprenticeship program they are transferring from. An official copy of all records established with the sponsoring JATC (including a copy of the application form and the apprenticeship agreement - properly registered with the Registration Agency) and other information submitted shall be provided to the receiving JATC.
 3. The receiving JATC will examine all documentation submitted before granting permission to transfer. All such records shall become part of the receiving JATC's permanent files.

D. Other Means:

- a. Individuals who qualify under two years military electrical experience, 4,000 hours, Interim Credential, pre-apprenticeship, or industry needs, may qualify for direct entry, after interview based upon standard, non-discriminatory

evaluation factors (e.g., top 50% of class ranking for those with Interim Credentials, a defined cut-off or pass/fail score on knowledge-based tests or skills-based tests or other exams, or a pass/fail interview).

- b. The JATC may, in its discretion, determine that due to industry needs, individuals in one or more categories will be offered direct entry rather than direct interview for a period of time.
- c. Decisions to permit direct entry under these options, and for what period of time, should be recorded in the Minutes of the Committee and publicized through the Notice of Apprenticeship Opportunity, prior to each period of application and interviews.
- d. A decision to permit direct entry instead of direct interview must be made before or promptly after an interview before interviewees are placed on the ranked list. Once an applicant is placed on the ranked list, their status cannot be changed to Direct Entry.

ON-THE-JOB LEARNING OUTLINE ELECTRICIAN

O*NET-SOC CODE: 47-2111.00 RAPIDS CODE: 0159

On-the-Job Learning Guidelines:

- During the apprenticeship, the apprentice shall receive work experience and job-related education in all phases of the occupation, including safe work practices, necessary to develop the skill and proficiency of a skilled professional.
- The program sponsor or its designated apprenticeship committee must ensure apprentices are rotated throughout the various job functions to ensure a well-rounded professional upon completion of the apprenticeship.
- The on-the-job learning outline does not need to be followed in any particular sequence. In all cases, the apprentice is to receive sufficient experience to make them fully competent in all job functions.
- The JATC shall require each apprentice to submit a work report on a monthly basis. Such reports shall be maintained by the JATC as part of its official file for each apprentice. The JATC shall use reports and other evaluations and records the JATC may use to provide an accumulative OJL record of experience in the various work processes for each apprentice.
- All OJL work shall be performed under the supervision of an electrical industry Journeyworker. Supervision will not be of such nature as to prevent the development of responsibility and initiative. Work may be laid out by an Employer's designated supervisor based on the apprentice's skills and ability to perform the job tasks, after which the apprentice shall be permitted to perform job tasks in order to develop job skills and industry competencies.
- Apprentices with a minimum of 6,500 hours of OJL who have successfully completed all related instruction, may be permitted to perform electrical construction work without the direct supervision of an electrical industry Journeyworker as follows: while the apprentice's supervising Journeyworker must be present on the job site, and the apprentice should not be the first worker assigned to the job, such apprentice may be assigned to independently perform job tasks at the job site consistent with the apprentice's skills, knowledge and ability to perform the work as determined by the Employer.
- An apprentice shall not supervise the work of any other apprentice or workers of any other classification.

Description:

Install, maintain, and repair electrical wiring, equipment, and fixtures. Ensure that work is in accordance with relevant codes. May install or service street lights, intercom systems, or electrical control systems.

Job Function	Hours
Project Layout & Planning • Reading and interpreting blueprints and specifications • Coordination between crafts, engineers, and architects • Layout feeders, risers, and branch circuits	200
Underground Installations • Trenching and ditch digging • Direct burial • Installing PVC/rigid conduit • Installing grounding electrode systems	300
Thinwall Conduit Raceway Systems • Fastening and supporting devices • Conduit fabrication • Installation of conduit, fittings, and boxes	1200
Rigid Conduit Raceway Systems • A fastening and support devices • Bender setup • Conduit fabrication • Installation of conduit, fittings, and boxes	800
Installing Services, Switchboards, and Panels • Mounting devices • Breaker installation • Terminations	500
Floor Duct Installation • Transit/grade establishment • Installing duct and fittings • Core drilling and outlet installation	200
Motor Control Center Installation • Rigging and mounting • Terminating feeders, branch circuits, and control wiring	100
Installing, Splicing, and Terminating Wires and Cables • Establishing temporary power	1200

• Feeders and branch circuits • Control wiring • Splices, taps, and terminations	
Cable Tray Installation • Fabrication • Installing support devices • Installing cable tray and covers	150
Lighting System Installation • Installing outlet boxes and conductors • Installing fixtures • Control devices	1000
Testing and Troubleshooting Feeders, Motors, and Branch Circuits • Checking circuit continuity • Identifying fault current to ground • Meggering and Hi Potting • Certifying system operations • Repair and maintenance • Ground verification	100
Fire Alarm Installation • Blueprint and specification interpretation • Layout and circuit installation • Control panel and device installation • Programming and testing	300
Motor Installation • Rigging and setting • Alignment • Circuiting and terminations • Testing	400
Control System Installation • Blueprint and specification interpretation • Layout and circuit installation • Distributed control	200
Installing and Programming Programmable Logic Controllers	100

• Module installation • Control wiring and devices • Programming	
Installing Instrumentation and Process Control Systems • Blueprint and specification interpretation • Layout and installation • Calibration	250
Security System Installation • Blueprint and specification interpretation • Layout • Box and circuit installation • Termination • Testing	100
Installing Sound and Communication Systems • Blueprint and specification interpretation • Layout • Conduit and box installations • Installing panels and network • Circuit installation • Terminations and testing	150
Installing and Terminating Transformers • Rigging and mounting • Primary and secondary terminations • Testing and troubleshooting	100
Installing Fiber Optic Cable • Equipment layout • Installing cable • Polishing and terminating • Testing and verifying	100
Alternative Energy Sources (Solar, Wind, Fuel Cell, etc.) • Blueprint and specification interpreting • Layout and installation • Testing, verifying, and troubleshooting	100

Welding and Brazing • Machine setup • Fabrication • Welding, grinding, and finishing	50
Service and Troubleshooting • Testing and analysis and repair of motors, transformers, electrical devices, electronic devices, magnetic devices, lighting and power circuits, equipment and machinery, control circuits and devices	100
Material Handling and Pre-Fabrication • Material/equipment awareness • Fabrication for field installation	100
Safety Awareness and Other Specialized Areas	200
TOTAL	8000

RELATED INSTRUCTION OUTLINE
ELECTRICIAN

O*NET-SOC CODE: 47-2111.00 RAPIDS CODE: 0159

Related Instruction Guidelines:

- The course listings outline the related instruction that supplements the on-the-job learning. It is through the combination of both the on-the-job learning and the related instruction that the apprentice can reach the skilled level of the occupation.
- Each apprentice's attendance and progress in related education must be tracked and appropriate records maintained.
- Time devoted to the job-related education shall not be considered as part of the on-the-job learning.
- Failure on the part of the apprentice to fulfill their obligation as to the related education and/or attendance, or their failure to maintain passing grades therein, shall constitute adequate cause for cancellation of their Apprenticeship Agreement.

Hours Instruction Provided: ☐ During Work Hours ☒ During Non-Work Hours ☐ Both
Instruction Method: ☒ Classroom ☐ Correspondence/Shop ☒ Web-Based Learning
Apprentices will not be paid for hours spent attending related instruction classes.

RTI Provider Name: Montgomery Electrical Joint Apprenticeship Training Committee
Contact Name: Herman Bayless
Contact Phone: 334-272-8830
Contact Email: herman@ibew443.org
Contact Address: 1469 Jean Street, Montgomery, AL 36107

COURSE TITLE	HOURS
First Session • Codes and standards • Electrical theory • Industry orientation • Installation and applications • Jobsite skills and practices • Safety awareness • CPR/First Aid • OSHA 10	180
Second Session • Codes and standards	180

• Construction documentation • Electrical equipment • Electrical theory • Industry orientation • Installation applications • Safety awareness	
Third Session • Codes and standards • Construction documentation • Construction leadership • Electrical systems • Electrical theory • Safe material and equipment handling • Safety awareness	180
Fourth Session • Codes and standards • Construction documentation • Electrical control systems • Electrical systems • Electrical equipment • Safety awareness	72
Advanced Topics • Advanced codes and standards • Advanced construction documentation • Advanced construction leadership • Advanced distributed generation • Advanced communication systems • Advanced control systems • Advanced electrical equipment • Advanced electrical systems • Advanced limited energy systems • Advanced safety awareness • Advanced theory	108
TOTAL	720