

Office of Apprenticeship

NOTE TO THE REVIEWER

OMB Control No. 1205-0223

Title 29 CFR Part 29 - Apprenticeship Programs, Labor Standards for Registration

Expiration Date: January 31, 2012

On October 29, 2008, the Department of Labor, Employment and Training Administration issued in the Federal Register a final rule that updated Title 29, CFR Part 29. The regulations were revised for the first time since 1977. The rule became effective on December 29, 2008 and implemented changes to Title 29 CFR Part 29 that will increase flexibility, enhance program quality and accountability, and promote apprenticeship opportunity in the 21st century, while continuing to safeguard the welfare of apprentices.

This revision request will modify Program Registration, Section I, and Apprentice Registration, Section II to meet the requirements of Title 29 CFR Part 29, Apprenticeship Programs, Labor Standards for Registration, Amendment of Regulations: Final Rule.

The changes to the currently approved Section I (Program Registration) consist of the following: Instruction Method was revised to include electronic media (technology-based instruction and distance learning). Occupation Training Approach now includes the Hybrid Approach. Also, both the Competency-Based and Hybrid Approaches are explained in more detail. This includes the use of Interim Credentials—certificates that provide recognition of an apprentice's accomplishments after certain milestones are achieved during the training. A program sponsor who chooses to use interim credentials must identify and demonstrate how these credentials link to the components of the apprenticeable occupation, and establish a process for assessing an apprentice's competency. Interim Credentials are voluntarily chosen by the program sponsor and are based on standards applicable only to Competency-Based or Hybrid Occupations. The certificates are issued by the Registration Agency upon the program sponsor's request. Probation Length in hours clarifies that the probation period cannot exceed 25 percent of the length of the program or one year, whichever is shorter. The number of periods in the wage schedule is now based on the program sponsor's Occupation Training Approach. The Program Registration Date was revised. Provisional Registration, which is a one-year initial provisional approval for a new program, is provided to programs that meet the required standards for program registration. Programs may continue to be provisionally approved through the first training cycle until permanent registration is granted. Additionally, a five-year review must be conducted of the program to maintain its permanent registration.

Section II (Apprentice Registration) was revised to be aligned with the changes in Section I. These changes included the Occupation Training Approach, the Term of the Apprenticeship, Probationary Period, Term Remaining, and the Wage Schedule.

**SUPPORTING STATEMENT FOR
PAPERWORK REDUCTION ACT SUBMISSIONS**

**Title 29 CFR Part 29
Apprenticeship Programs - Labor Standards for Registration
OMB Control Number 1205-0223**

A. JUSTIFICATION

1. Reasons for Data Collection

The National Apprenticeship Act of 1937, Section 50 (29 U.S.C. 50), authorizes and directs the Secretary of Labor "to formulate and promote the furtherance of labor standards necessary to safeguard the welfare of apprentices, to extend the application of such standards by encouraging the inclusion thereof in contracts of apprenticeship, to bring together employers and labor for the formulation of programs of apprenticeship, to cooperate with State agencies engaged in the formulation and promotion of standards of apprenticeship, and to cooperate with the Secretary of Education in accordance with Section 17 of Title 20." Section 50a of the Act authorizes the Secretary of Labor to "publish information relating to existing and proposed labor standards of apprenticeship," and to "appoint national advisory committees..." (29 U.S.C. 50a). (See Attachment 1 for a copy of the Act, the current Statute, is located at <http://www.doleta.gov/OA/fitzact.cfm>. The Historical Statute is also attached.)

The purpose of Title 29 Code of Federal Regulations (CFR) Part 29 is to set forth labor standards to safeguard the welfare of apprentices, and to extend the application of such standards by prescribing policies and procedures concerning registration, for certain Federal purposes, of acceptable apprenticeship programs with the U.S. Department of Labor (DOL), Employment and Training Administration (ETA), Office of Apprenticeship, (OA). These labor standards, policies, and procedures cover the registration and cancellation of apprenticeship programs and of apprenticeship agreements; and the recognition of a State agency as the appropriate agency for registering local apprenticeship programs for certain Federal purposes; and related matters.

On October 29, 2008, ETA issued in the Federal Register a final rule that updated Title 29, CFR Part 29. The regulations were revised for the first time since 1977. The rule became effective on December 29, 2008 and implemented changes to Title 29 CFR Part 29 that will increase flexibility, enhance program quality and accountability, and promote apprenticeship opportunity in the 21st century, while continuing to safeguard the welfare of apprentices.

Description of the collection instrument

- ETA Form Number: 671
- OMB Control Number: 1205-0223

This collection instrument has two sections, one for program sponsor's information (Section I) and one for apprentice's information (Section II). These two separate sections are used at different times, for different purposes, and with different individuals or entities. The information is not duplicative. Twelve fields will be repopulated electronically from Program Registration - Section I, through the Registered Apprenticeship Partners Information Data System (RAPIDS) to Section II, Part B. The information is collected on a one-time basis.

The Apprenticeship and Training Representative (ATR) will be available upon request to provide full technical assistance and services to those sponsors and apprentices who do not have computer technology available.

The primary headings in the Program Registration - Section I, (OMB Control No. 1205-0223), are as follows: Program Sponsor Information, Program Sponsor's Related Contact Information, Journeyworkers Employed, Related Technical Instruction (RTI) Information, RTI Source Information, Program Sponsor Signature, ATR Information, Program Registration Information, and ATR Signature.

The information requested under most of these headings is routine information such as identification of the entities, their addresses, telephone numbers, e-mail addresses, fax numbers, and web-site addresses. Non-routine exceptions where additional information is requested are under Program Sponsor Information, Journeyworkers Employed, Related Technical Instruction Information (RTI), Program Sponsor Signature, Program Registration Information, and ATR Signature. Definitions and Instructions, pages 3-5, are

also included. The information is collected on an occasional basis, but not more than once a year.

In the proposed Section I, the following items which are currently approved are deleted:

- Item 55. - North American Industrial Classification System (NAICS) (redundant)
- Item 60. and 60a. - Number of Hours - this has been determined to be duplicative. See Item D6. in proposed Section I.

Program Registration - Section I

To account for the various modifications as per the Final Rule of Title 29 CFR Part 29, particularly in the area of program design, the estimated average response time will increase for Program Registration, Section I, from 10 minutes to 12 minutes per response.

In the proposed Section I the modifications include:

Item D1. Delivery Technique (Item 21. in the currently approved Section I) was changed to Occupation Training Approach: the related instructions, p. 3, now include the hybrid approach, which is an additional occupational approach besides the time-based and competency-based approaches. The previous OMB submittal provided an example of time-based approach and only mentioned competency-based approach. Both the competency-based and hybrid approaches are explained in more detail.

Interim Credentials: the program sponsor voluntarily chooses to utilize interim credentials. They are applicable only to competency-based or hybrid occupations. The program sponsor marks either the "Yes" or "No" box in the CB or HY Interim Credentials section.

Related Technical Instruction (RTI) source information (E1. - 16): This section was modified to capture contact information on the primary RTI provider.

Instruction Method (Item E3.): Program Definitions and/or Instructions, p. 3 - now includes electronic media (technology -based instruction and distance learning.

Probation Length in Hours (Item H26.): Instructions, p. 4, provide examples and information related to the new regulation on the maximum term of the probation.

Number of Periods (H31.f): Instructions, p.4, indicate how and where this information can be located if necessary.

Provisional Registration Date (Item H33.): Provisional registration is a one-year initial provisional approval for a new program that meets the required standards for program registration.

Apprentice Registration - Section II

Career Linkage or Direct Entry (Item A7.): Check boxes labeled incumbent worker, adult, youth, and dislocated worker were consolidated into one check box called "One-Stop referral" and the related instructions were modified accordantly.

As indicated above to ensure consistency, clarity, and alignment with Title 29 CFR Part 29, effective December 29, 2008, the modifications to section II include:

Occupation Training Approach (Item Part B3.): The program sponsor decides which of the three training approaches to use as follows:

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

The Program Definitions and/or Instructions section has also been modified, as follows:

Occupation Training Approach (Part B. Item 3.), Term (Part B. Item 4), Probationary Period (Part B. Item 5), Term Remaining (Part B. Item 7), Wage Instructions/Term (Part B Item 10d.).

Regulation

For a hard copy of Title 29 CFR Part 29, see Attachment 2 and for an electronic copy of this regulation access OA's Web site at:

<http://www.doleta.gov/oa/pdf/FinalRule29CFRPart29.pdf>

The following sections of the regulation contain information collection requirements subject to the Paperwork Reduction Act

- Section 29.3 (a) of Section 29.3 (a)-(k) is the overarching or dominant element of this Section. It is important because a program is eligible for various Federal purposes only if it is in conformity with apprenticeship program standards published by the Secretary of Labor and if the program is registered with the Office of Apprenticeship (OA), or a recognized State Apprenticeship Agency (SAA).
- Section 29.3 (b) provides for the registration of the program and apprentice. Program registration not only assures industry consistency relative to the skills sets of the apprenticeable occupation and the related technical instruction, it also protects the welfare of the apprentices because of this consistency and uniformity.
- Section 29.3 (b) is necessary to safeguard the welfare of apprentices to ensure that the program is providing equal employment opportunities. If the information under 29.3 (b) were not collected, there would be no formal agreement or registration between the sponsor and the Office of Apprenticeship or the State Apprenticeship Agency and there would, therefore, not be a formal apprenticeship program.
- Section 29.3 (c) (1) provides for the registration of apprentices to assure the individuals receive the proper agreed upon skilled training and to make possible the granting of recognition to the individuals for the training received.
- Section 29.3 (c) (2) allows for the filing of a list of apprentices rather than individual agreements.
- Section 29.3 (d) is necessary where a list is used to permit certification that a specific employee is eligible for probationary employment.
- Section 29.3 (e) is necessary to safeguard the welfare of apprentices to ensure that they have not been terminated unjustly, to acknowledge transfers or shifts of apprentice registration, to provide a check for the quality of the program, and to appropriately recognize those that complete the training program.
- Section 29.3 (g) and (h) provides for the provisional approval, permanent registration, and subsequent

reviews of programs to ensure conformity to the regulations. It also protects the welfare of the apprentices by ensuring the quality of the programs.

- Section 29.3 (i) also is necessary to ensure that program modifications do not adversely affect apprentices from receiving proper training in accordance with agreed upon standards and to ensure that programs include up-to-date technological changes so that apprentices will receive training current for their occupation.
- Section 29.3 (j) is important because the Act calls for bringing together employers and labor for the formulation of programs of apprenticeship, and it is necessary to ascertain that all appropriate parties are properly involved in the training. This requirement also serves to protect the welfare of the apprentice by ensuring proper representation of employees in training matters.
- Section 29.3 (k) is necessary to ensure that programs proposed by an employer or groups of employers have the same opportunity for program registration as those proposed programs with collective bargaining agents. It is necessary to ascertain that all employers are properly involved in the training. It also safeguards the welfare of the apprentice by increasing the choices of program selection by an apprentice.

29.7 Apprenticeship Agreement.

Section 29.7 provides for specific information necessary to protect the welfare of apprentices and ensure proper wages and training (on-the-job and related instruction), various work processes are provided, proper probationary periods are permitted, and equal employment opportunity is ensured.

29.5 Standards of Apprenticeship

This section describes those standards appropriate and necessary to ensure that apprentices receive the proper training for their skilled apprenticeable occupations. The attached copy of the regulation, Title 29 CFR Part 29, (Attachment 2) includes a listing of those standards, and program sponsors must be fully aware of and agree to meet these standards.

29.13 Recognition of State apprenticeship agencies.
(a) (1)-(5); (b) (1)-(9); (c); (d); (e) (1)-(4).

The National Apprenticeship Act calls for cooperation with State Apprenticeship Agencies (SAAs) engaged in formulation and development of standards of apprenticeship. Section 29.13 deals with the recognition of the State agency by the Secretary of Labor for Federal purposes and as such certain information needs to be submitted to and approved by the Office of Apprenticeship for continued recognition. This section also contains provisions for appeal from denial of recognition, SSAs request for withdrawal from recognition, OA's retention of authority, and program registration with OA.

29.14 Derecognition of State agencies.

Section 29.14(g), requiring the notification of all apprentices that recognition for Federal purposes has been withdrawn, serves to safeguard and protect their welfare.

2. Purpose of Information Collection

The information to be collected on the "Program Registration - Section I" and Apprentice Registration - Section II" (Attachment 3) is as follows:

For program registration, the secretary of the sponsor will enter the information electronically (or manually) on the first two pages.

The third, fourth and fifth pages consist of definitions and/or instructions to assist the sponsor in completing the instrument. The ATR will review this information for compliance before approving it for entry into the apprenticeship database, Registered Apprenticeship Partners Information Data System (RAPIDS). The ATR will periodically review the information, primarily, for changes to the information previously collected, e.g., active or inactive program, addition or deletion of a school-to-registered apprenticeship sponsor, related technical instruction provider (Attachment 3). This information needs to be collected to ensure that the program is in conformity with Title 29 CFR Part 29.1(b) so that it can continue to be registered and the welfare of the apprentice is maintained.

To register the apprentice electronically (or manually), the secretary of the program sponsor will enter the information

electronically (or manually) for Part A on the first page of Section II. For Part B, twelve fields will be repopulated electronically (or manually) from Program Registration - Section I, through RAPIDS.

The reverse side contains definitions and instructions on those data elements that are not self-explanatory as requested previously by OMB. Also, other additions/modifications have been incorporated to align the Form with the Final Rule of Title 29 CFR Part 29.

The ATR will review this information for compliance before approving it for entry into RAPIDS. The ATR will periodically review the information to ensure that the apprentice is receiving the appropriate training and to document all aspects of training that have been agreed upon by the individual apprentice and the sponsor (Attachment 3). If this information was not collected, there would be no formal agreement or registration between the sponsor and the apprentice and, therefore, no formal apprenticeship program.

The ATR will be available upon request to provide full technical assistance and services to those program sponsors and apprentices who do not have computer technology available.

Summary information is used to respond to requests from senior management, Congress, public interest groups, the apprenticeship sponsor community, and the general public.

Apprenticeship standards (29.5) are required by Title 29 CFR 29.5 for sponsors to have a registered apprenticeship program. These standards include the program delivery approach, an on-the-job training outline, related instruction curriculum, and the apprenticeship operating procedures. Standards are incorporated by reference in the Apprentice Registration -Section II, top right column, because the standards outline all the conditions for the recruitment, selection, employment, and training of apprentices to which all parties to the Apprenticeship Agreement are agreeing.

A formal registered apprenticeship program could not exist without the standards of apprenticeship. The ATR will be available upon request to provide full technical assistance and services to those program sponsors who do not have computer technology available.

29.13 Recognition of State agencies.

The National Apprenticeship Act calls for cooperation with State Apprenticeship Agencies (SAAs) engaged in formulation and development of standards of apprenticeship. Section 29.13 deals with the recognition of the State agency by the U.S. Department of Labor for Federal purposes and as such certain information needs to be submitted and reviewed to determine that the policy and procedures of the state conform to the minimum standards established by the regulations. This section also contains provisions for appeal from denial of recognition, SSAs request for withdrawal from recognition, OA's retention of authority, and program registration with OA. The submitted information is also reviewed and analyzed to determine whether the agency should be recognized to act as agent for the Secretary and approved by the Office of Apprenticeship for continued recognition.

29.14 Derecognition of State agencies.

Section 29.14(g), requiring the notification of all apprentices that recognition for Federal purposes has been withdrawn, serves to safeguard and protect their welfare. Such notification is important so that the apprentices fully understand that all the benefits to them of such Federal recognition will no longer exist, and they may take appropriate action to protect their interest. Also, not having such a requirement would be detrimental to the best interest of the apprentices and would not serve to protect their welfare as legislatively mandated.

3. Technology and Obstacles Affecting Reporting Burden

Consideration has been given to reduce the reporting burden by modifying the Apprentice Registration - Section II instrument, which has been revised a number of times in the past, and utilizing on-line data systems for more efficient program and apprentice registration processes.

The first prototype of RAPIDS was launched in February 2002. Since then, new transaction and reporting systems as well as new tables and new data entry screens to input and update information are still being modified to support the database system.

ETA has implemented an electronic apprentice registration process consistent with the Government Paperwork Elimination

Act and E-Government requirements. ETA also implemented an electronic program registration process through its re-engineered, RAPIDS. These are additional tools to assist sponsors and apprentices in the registration processes and improve data reporting capabilities. The ATR is available upon request to provide full technical assistance and services to those program sponsors and apprentices who do not have computer technology available.

The e-program registration component complements the current Apprentice Electronic Registration (AER) process approved by OMB. As of Fiscal Year 2010, more than 80 percent of all apprentices were registered through the AER process. With the re-engineering of RAPIDS, the electronic registration of apprentices and the electronic registration of programs, OA is implementing the Government Accountability's Office recommendation to improve and focus its program data to

target resources that will address and remedy areas in need of assistance.

Consideration has been given to the use of improved information technology to reduce the burden. National Guideline Standards and National Standards have been developed and new ones are continually being developed to provide for local adaptation merely by copying and/or modifying to the extent appropriate the standards which are now available electronically. The ATR will be available upon request to provide full technical assistance and services to those program sponsors who do not have computer technology available.

4. Duplication

Recordkeeping and reporting requirements under Title 29 CFR Part 29 are not duplicated elsewhere.

5. Burden on Small Business or Other Small Entities

The information collected under Title 29 CFR Part 29 does not have a significant impact on small businesses.

6. Consequences of Failure to Collect Data

The registration of apprenticeship programs and apprentices is necessary to carry out the requirements of the National Apprenticeship Act. Program registration information is reviewed periodically but not more than once on a yearly basis. Apprentice information is only submitted on a one-time basis and therefore, the collection frequency in this section cannot be further reduced.

7. Special Circumstances Involved in Collection of Data Validation Information

The information is collected in a manner consistent with paperwork requirements. Data collection and retention is consistent with 5 CFR 1320.5. However, a records retention requirement of five years is necessary. The duration of many apprenticeship programs is four years or more, and it is important to keep the records for a period of time after an apprentice has exited the program.

8. Pre-Clearance Notice and Responses

A Pre-clearance Notice for sixty days' public comment was published in the Federal Register on XXX, 2011 (Vol. XX, page XXXX et seq).

9. Payments to Respondents

This information collection does not involve direct payments to respondents. The Office of Apprenticeship does not provide funding to State Apprenticeship Agencies, program sponsors, or program participants.

10. Confidentiality

Privacy Act Statement will continue to be provided on the reverse side of the Apprenticeship Agreement Section II (Attachment 3). The section provides for voluntary (optional) disclosure of the social security number (SSN). The SSN is requested to facilitate securing accurate, consistent and uniform retention and wage data from Unemployment Insurance Wage Records via the Wage Record Interchange System (WRIS). This information will be used to determine OA's program performance outcomes of retention and wage gains related to the common measure of Federal job training and employment programs of ETA and according to OMB. Also included is a statement that informs the apprentice where the information he/she has provided on the collection instrument is stored, name of the system and location of the system, and that the information is protected in accordance with the Privacy Act. No confidential information is requested in the other sections.

11. Questions of a Sensitive Nature

No information is collected that is considered to be of a sensitive nature.

12. Respondent Annual Burden

29.3 and 29.7

Latest available data (FY 2010 RAPIDS database) indicates there are more than 26,000 registered apprenticeship programs. Based on recent fiscal yearly data, it is estimated that 1,000 new programs were registered by Federal staff and that the average response time for new program registrations will increase from 10 minutes to 12 minutes due to the final rule on Title 29 CFR Part 29 which became effective on December 29, 2008. The total burden hours will be 200 burden hours (1,000 x .20). It is necessary to

collect and capture uniform and consistent data associated with all new program registrations. In addition, the information is useful to determine trends in program development. Information on Program Registration - Section I is reviewed periodically but not more than once on a yearly basis. The respondent cost is \$3,400 (200 hours x \$17*).

* The \$17 mean hourly rate [rounded to the nearest dollar] for the program sponsor's secretary was obtained from the U.S. DOL/BLS National Compensation Survey: Occupational Earnings in the United States, 2009, Bulletin 2738, June 2010, Secretaries,..., Table 4 p. 4-21, December 2008-January 2010.

Experience has shown that each one of these sponsors responds at least once a year with information on new apprentices, completions, or terminations. It is estimated based upon the most recent data from FY 2010 RAPIDS that system-wide about 87,600 new apprentices were registered and that there were about 82,400 completions and terminations. In calculating the estimates, OA will use Federal workload data obtained from the RAPIDS 2010 Report. Estimated new apprentice registrations were 67,240 and apprentice completions and cancellations were 69,400. The average response time will remain as last approved at five minutes for new apprentice registrations, completions, and cancellations as follows: 5,581 hours (67,240 x .083), and 5,760 hours (69,400 x .083), respectively.

The respondent cost is \$94,877 (5,581 hrs. x \$17*) and \$97,920 (5,760 hrs. x \$17) for a total of \$192,797 (\$94,877 + \$97,920).

* The \$17 mean hourly rate [rounded to the nearest dollar] for the program sponsor's secretary was obtained from the U.S. DOL/BLS National Compensation Survey as mentioned above.

29.5

Based upon latest available data, more than 1,800 respondents per year make an annual response system-wide (Standards [plan]). Of this total, approximately, 1,000 programs were registered by Federal staff. Experience shows that this activity takes two hours per sponsor (1,000 x 2 hrs. = 2,000 hours). The respondent cost is \$58,000 (2,000 hrs. x \$29*).

* The \$29 mean hourly rate [rounded to the nearest dollar] for the program sponsor was obtained from the U.S. DOL/BLS National Compensation Survey: Occupational Earnings in the United States, 2009, Bulletin 2738, June 2010, Human resources, training and labor relations specialists, Table 4, p. 4-2, December 2008-January 2010.

Title 29 CFR Part 29, Apprenticeship Programs, Labor Standards for Registration, Amendment of Regulations: Final Rule, October 29, 2008, effective December 29, 2008, established that the relationship between the Federal government must be between two government entities, i.e., Department of Labor and the cabinet-level government agency in each State's government that operates and manages the functions of registered apprenticeship in that State, i.e. state apprenticeship agencies (SAAs). The final rule also defines the following as states: any of the 50 states of the United States, the District of Columbia, or any territory (Puerto Rico and the Virgin Islands) or possession of the United States.

The SAAs have been delegated the responsibility by the Secretary of Labor to review/update the standards; thus, performing similar functions as the GS-12 Federal Representatives (ATRs) of OA. Experience indicates this takes two hours per sponsor at the cost of \$23 per hour (State employee). The annualized cost to the registration agency is \$36,800 (800 x 2 hrs. = 1,600 hrs. x \$23*).

* The \$23 mean hourly rate [rounded to the nearest dollar] for the SAA Apprenticeship Training Representative was obtained from the U.S. DOL/BLS National Compensation Survey: Occupational Earnings in the United States, June 2009, Bulletin 2738, June 2010, Human Resources, training and labor relations specialists, Table 6, p. 6-1, December 2008-January 2010.

29.13

Revised 29 CFR part 29 (Labor Standards for Registration of Apprenticeship Programs) requires that, by December 29, 2010, (two years after the effective date of the rule), State Apprenticeship Agencies (SAAs) seeking new or continued recognition to act as a Registration Agency must submit applications for recognition as a State Registration Agency for Federal purposes. ETA sent letters conferring continued recognition to 26 SAAs that either submitted a

conforming application for recognition (13 SAAs) and those that requested a conforming extension for compliance (13 SAAs). To date, no state has been granted full recognition status under the revised final rule; however, OA has reviewed 19 applications and has referred its findings to SOL for further review. OA will complete the reviews for the other seven applications by the end of May 2011.

No new State agencies are expected during Fiscal Years 2012-2015. However, due to reduced state resources, other SAAs may decide to transfer their delegated responsibilities to OA.

On a yearly basis, the state's costs involved are for compiling and submitting information affecting their recognition status such as state apprenticeship law, copies of the state council composition, state plan for Equal Employment Opportunities in Apprenticeship, description of basic standards for program registration, and a description of policy and operating procedures. Essentially, this is merely compiling and mailing of the above-referred-to materials (25 SAAs plus the District of Columbia x 2 hours per response = 52 hours), and is a minimal cost. Such cost is estimated to be \$1,352 (25 SAAs plus the District of Columbia x 2 hours x \$26). Consideration in arriving at this annualized cost is limited to the submission of the information and assumes that the state, in its own desire to have an apprenticeship agency, has already taken all the necessary actions and prepared all the required documents for the conduct of their own apprenticeship program.

29.14 (g)

California and New Hampshire were derecognized as state agencies. Under this section, the states were required to notify registered apprentices of the withdrawal of recognition for Federal purposes in the event the states did not become what is know as Federal registration states, which they became. Therefore, the apprentices remained covered under any Federal provision applicable to his/her individual registration under a program recognized or registered by the Secretary of Labor for Federal purposes.

The total burden is summarized in the following table.

Requirement ETA Form 671	Sec.	Total Respondents	Frequency	Annual Response	Average Response Time	Annual Burden Hours
Section I	29.3	1,000	1-time basis	1,000	.20 hr/ Sponsor	200 Hrs.
Section II	29.7	67,240	1-time basis	67,240	.083 hr./ Apprentice	5,581 Hrs.
"	29.7	69,400	1-time basis	69,400	.083 hr./ Apprentice	5,760 Hrs.
"	29.5	1,000	1-time basis	1,000	2 hrs./ Sponsor	2,000 Hrs.
"		800	1-time basis	800	2 hrs./ SAA	1,600 Hrs.
"	29.13 (26 SAAs have sought recognition and are awaiting final recognition; no new state agency expected during 2012-2015)					
"	29.13	26	1-time basis	26	2 hrs./SAA	52 Hrs.
"	29.14	0	1-time basis	0	0	0
"	Totals	139,466		139,466		15,193

TOTAL RESPONDENTS: 139,466 (2,000 sponsors + 136,640 apprentices + 826 SAAs)

TOTAL BURDEN Hours: 15,193 (2,200 sponsors + 11,341 apprentices + 1,652 SAAs)

Burden estimates are experience-based.

Ending Summary:

<u>Section</u>	<u>Total Cost</u>
29.3	3,400
29.7	94,877
29.7	97,920
29.5	58,000
29.5	36,800
29.13	1,352
29.14	---
Total Respondent Cost	\$292,349

13. Estimated Cost to Respondents

There are no additional costs other than those mentioned in Number 12 above.

14. Cost to Federal Government

29.3 and 29.7

The burden to the Federal Government based on the GS-12/1 salary of \$33 per hour (rounded to the nearest dollar from OPM General Schedule, for the Locality Pay Area of the Rest of U.S., effective January 2011) is primarily for reviewing the materials submitted by the sponsors, processing these including inputting data in the database and returning copies to sponsors and other partners, as appropriate.

For new apprenticeship program electronic registrations, the process is estimated to take 12 minutes. The annualized cost to the Federal Government for new program registrations is \$6,600 (1,000 x 12 minutes = 12,000; 12,000 divided by 60 minutes = 200 hrs.; 200 hrs. x \$33 = \$6,600). Estimated annualized cost per program registration is \$6.60 (\$6,600 divided by 1,000).

For new apprenticeship agreements, the process is estimated to take five minutes. The annualized cost to the Federal Government for new apprentice registrations is \$184,899 (67,240 x 5 minutes = 336,200; 336,200 divided by 60 minutes = 5,603 hrs.; 5,603 hrs. x \$33 = \$184,899). Estimated annualized cost per apprentice is \$2.75 (\$184,899 divided by 67,240).

Also, it is estimated that it takes about five minutes to process approximately 69,400 terminations and completions per year. Total annualized cost to the Federal Government is \$190,839 (69,400 x 5 minutes = 347,000; 347,000 divided by 60 minutes = 5,783 hrs. (5,783 x \$33 = \$190,839). Estimated annualized cost per apprentice terminations and completions is \$2.75 (\$190,839 divided by 69,400).

Total annualized cost for all apprentice actions is \$381,249 (\$6,600 + \$184,899 + \$190,839)

Cost: \$382,338 -- Federal.

29.5

There are more than 950 occupations that are recognized as apprenticeship standards. Each of these occupations has a set of apprenticeship standards. Once the standards are developed for a particular occupation, they may be reused with minor modifications by program sponsors adapting as necessary to their own requirements. The staff of the registration agency provide extensive technical assistance to sponsors in the development and revision of their programs. The apprenticeship standards for an individual sponsor are developed on a one-time basis and are modified periodically, based upon changing requirements, such as changes in the collective bargaining agreement, major technological changes require changes in work processes and related training.

Approximately, 1,000 new programs are registered each year, the majority of which basically use previously developed apprenticeship standards. The burden upon the respondents consists mostly of reviewing apprenticeship standards with the government representative and the apprentice, making minor modifications as necessary and formally agreeing to them. The cost to the Federal Government is approximately \$66,000 (1,000 x 2 hours x \$33).

Cost: \$66,000-- Federal.

29.13

Federal annualized cost, which is on a one-time basis, is estimated at \$4,576 (26 SAAs x 4 hours x \$44 hourly wage of GS-13/5 according to OPM General Schedule, for the Locality Pay Area of the Rest of U.S., effective January 2011). This figure is based on the on-site reviews conducted by the Office of Apprenticeship State Directors of the records and procedures of the 26 SAAs.

Cost: \$4,576 -- Federal.

29.14 (g)

There is no cost to the Federal Government.

<u>Section</u>	<u>Total Cost</u>
29.3 and 29.7	\$382,338
29.5	66,000
29.13	4,576
29.14	----

Total (all sections) \$452,914

15. Reasons for Program Change and Change in Burden

The change in the burden hours reflects a decrease of 11,564 burden hours or a 43 percent decrease (from 26,757 to 15,193) from that of the previous PRA submission. Decreases occurred as follows in the number of:

1. new programs registered from 249 burden hrs. to 200 burden hrs or a 19.69 percent decrease.
2. new apprentices registered from 11,952 burden hrs. to 5,581 burden hrs. or a 53.30 percent decrease.
3. apprentices completed and cancelled from 8,300 burden hrs. to 5,760 burden hrs. or 30.60 percent decrease.
4. sponsors making responses to standards from 3,000 burden hrs. to 2,000 burden hours or 33.33 percent decrease.
5. SAAs reviewing and updating the standards from 3,200 burden hrs. to 1,600 burden hrs. or a 50 percent decrease.
6. SAAs updating and submitting documents for continued recognition from 56 burden hrs. to 52 burden hrs. or a 7.14 percent decrease.

Already elaborated above, additional changes and/or additions to the collection of information in this request include the following:

1. Section I, Program Registration -
 - a. Item Modifications update this Section so that it is consistent and aligned with Title 29 CFR Part 29.
 - Instruction Method - non-substantive change,
 - Occupation Training Approach - substantive change,
 - Interim Credentials - substantive change,
 - Probation Length in Hours - non-substantive change,
 - Number of Periods - non-substantive change, and
 - Program Registration Date - non-substantive change

- c) In the "Public Protection" Statement, the estimated average response time change for Program Registration, Section I, is increased from 10 minutes to 12 minutes.
- 2. Section II, Apprentice Registration -
 - a. Part B, Item Modifications update this Section so that it is consistent and aligned with Title 29 CFR Part 29. Occupation Training Approach - substantive change.
 - c. Additional instructions in each section on those data elements which are not self-explanatory as requested previously by OMB. Also, other additions have been incorporated to align the Form with the Final Rule of Title 29 CFR Part 29.

16. Publication Information

Summary information is used to respond to requests from senior management, Congress, public interest groups, the apprenticeship sponsor community, and the general public.

17. Reasons for Not Displaying Date OMB Approval Expires

ETA is not requesting a waiver for the display of the OMB expiration date. It will be displayed on the form and in any ETA/OA issuances.

18. Exceptions to Certification

There are no exceptions to the certification statement.

B. Collections of Information Employing Statistical Methods

This collection of information does not employ statistical methods.

Attachments:

- 1. National Apprenticeship Act, P. L. 308, August 16, 1937, (Fitzgerald Act).
- 2. Title 29 CFR Part 29, Apprenticeship Programs, Labor Standards for Registration, Amendment of Regulations: Final Rule, October 29, 2008.

3. Draft copy of the proposed ETA 671, Program Registration - Section I and Apprentice Registration - Section II. A copy of each section of the currently approved OMB ETA -671.
4. A copy of the Federal Register notice, Comment Request for Information Collection; Apprenticeship Programs, Labor Standards for Registration; Extension with Revisions.



Program Registration – Section I

OMB No. 1205-0223, Expires: 00/00/20XX

A. PROGRAM SPONSOR INFORMATION		
1. Employer Identification Number		2. Program Number
3. Name of Organization		
4. Address		
5. City	6. State	7. Zip Code

B. PROGRAM SPONSOR'S RELATED CONTACT INFORMATION			
1. Name of Sponsor Contact/Coordinator			
2. Telephone Number	3. Extension	4. Fax Number	5. E-Mail Address

C. JOURNEYWORKERS EMPLOYED				
1. Sponsor's Occupational Title (If different from O*NET Title)				
2. Total	3. Female	4. Minority	5. Youth	

D. RELATED TECHNICAL INSTRUCTION (RTI) INFORMATION			
1. Occupation Training Approach (See Definitions) Check Appropriate Boxes			
1.a Time-Based Approach		<input type="checkbox"/> Yes <input type="checkbox"/> No	
1.b Competency-Based (CB) Approach		CB Interim Credentials <input type="checkbox"/> Yes <input type="checkbox"/> No	
1.c Hybrid (HY) Approach		HY Interim Credentials <input type="checkbox"/> Yes <input type="checkbox"/> No	
2. Wages Paid During RTI		<input type="checkbox"/> Yes <input type="checkbox"/> No	
3. Hours of RTI Instruction Provided Per Year Only			
4. RTI Hours and On-the-Job Learning Length of Program			
4.a Time-Based		4.b Competency-Based	4.c Hybrid

E. RTI SOURCE INFORMATION					
1. Name of Primary RTI provider			9. Name of Secondary RTI provider (Optional)		
2. Type of Instruction provider (See Examples)			10. Type of Instruction provider (See Examples)		
3. Instruction Method (See Examples)			11. Instruction Method (See Examples)		
4. Contact Person			12. Contact Person		
5. Address of Source			13. Address of Source		
6. City	7. State	8. Zip Code	14. City	15. State	16. Zip Code

F. PROGRAM SPONSOR		
1. Signature	2. Title	3. Program Registration Date (MO/DD/YYYY)

**THIS PAGE TO BE COMPLETED BY
THE APPRENTICESHIP AND TRAINING REPRESENTATIVE**

G. APPRENTICESHIP AND TRAINING REPRESENTATIVE (ATR)	
1. ATR Name	
2. ATR's RAPIDS Identification Number	

H. PROGRAM REGISTRATION INFORMATION					
1. Bargaining Agency Name			2. National Affiliation		
3. Program Type (Check Box) 1 = INJ <input type="checkbox"/> 2 = IJ <input type="checkbox"/> 3 = GJ <input type="checkbox"/> 4 = GNJ <input type="checkbox"/>					
4. Number of Participating Employers		5. Employers: If GNJ Program, Attach Employer Acceptance Agreements. (Check Box) <input type="checkbox"/> Yes, Agreement is attached. <input type="checkbox"/> No, Agreement is not attached.			
6. Waiver (Check Box) <input type="checkbox"/> Yes <input type="checkbox"/> No		7. Size of Workforce (includes all employees)			
8. Bargaining Agency Contact Name			9 Title		
10 Street Address					
11. City		12. State		13. Zip Code	
14. Telephone Number		15. Cell Phone Number		16. Fax Number	
17. E-Mail Address			18. Web-Site Address		
19. Employer NAICS Code		20. NAICS 2 Digit Category		21. Products/Services	
22. Apprenticeship Committee Exists (Check Box) <input type="checkbox"/> Yes <input type="checkbox"/> No					
23. Membership List Is Attached (Check Box) <input type="checkbox"/> Yes <input type="checkbox"/> No					
24. Occupational Title				25. RAPIDS Code	
26. Probation Length in Hours (See Instructions.)					
27. Written School-To-Apprenticeship Agreement (STA) (Check Box) <input type="checkbox"/> Yes <input type="checkbox"/> No					
28. Prison Indicator (Check Box) <input type="checkbox"/> Yes <input type="checkbox"/> No					
29. Affirmative Action Plan (Check Box) <input type="checkbox"/> Yes <input type="checkbox"/> No					
30. Selection Procedures <input type="checkbox"/> Yes <input type="checkbox"/> No					
31. WAGE RECORD (Includes Four Wage Schedules)					
31.a Wage Schedule	31.b Increment Type	31.c Start Date MO/DD/YYYY	31.d Apprentice Entry Wage Rate (Hour, Month, Year)	31.e Journeyworker Wage Rate	31.f Number of Periods (See Instructions.)
1.)					
2.)					
3.)					
4.)					
32. Program Registration Date (MO/DD/YYYY)					
33. Provisional Date (MO/DD/YYYY)					
34. Last Program Revision Date (MO/DD/YYYY)					

I. APPRENTICESHIP AND TRAINING REPRESENTATIVE (ATR)		
1. Signature	2. State (2 Digit Alpha)	3. Date (MO/DD/YYYY)

Program Definitions and/or Instructions: Unless otherwise indicated below, the program sponsor responds to fields A1. – F3. and the ATR responds to fields G1. – H31. and I1. - I3.

- A1. **Employer Identification Number (EIN)** - is an Internal Revenue Service Federal Tax Identification Number that is used to identify a business entity. The submission of your EIN is voluntary. The employer who enters this number is verifying that the business is legitimate with intentions of maintaining a registered apprenticeship program and training apprentices. This quality assurance check protects the welfare of the apprentice.
- A2. **Program Number** - a program generated number assigned to a sponsor program when the program is registered in the Registered Apprenticeship Partners Information Data System (RAPIDS), the Office of Apprenticeship database.
- A3. - 7. **Self-explanatory.**
- B1. - 5. **Self-explanatory.**
- C1. **Sponsor's Occupational Title** – Specific title of an occupation that may or may not be the same as that designated by the O*NET data system (www.onetonline.org).
- C2. **Total** - the number of total journeyworkers in this occupation.
- C3. **Female** - the number of female journeyworkers in this occupation.
- C4. **Minority** - the number of minority journeyworkers in this occupation.
- C5. **Youth** - the number of workers between the ages of 16 and 21 in this occupation.
- D1. Occupation Training Approach** – There are three training methods as follows:
a. **Time-Based Approach** – apprentice required to complete a specific number of hours of on-the-job learning (OJL) and related training instruction (RTI)
b. **Competency-Based Approach** – apprentice required to demonstrate competency in defined subject areas and does not require any specific hours of OJL or RTI
c. **Hybrid Approach** – apprentice required to complete a minimum number of OJL and RTI hours and demonstrate competency in the defined subject areas
The training method, obtained from the Program's Standards of Apprenticeship, is subject to approval of the Registration Agency as appropriate to the apprenticeable occupation for which program standards are registered.
- Interim Credentials** – Based on program standards that utilize the competency-based or hybrid training approach, and, upon request of the program sponsor, the credentials are issued as certificates by the Registration Agency. Interim credentials provide certification of competency attainment by an apprentice.
- D2. **Wages paid during RTI** - Are apprentices paid while attending classes? (**Yes or No**)
- D3. **Hours of RTI Provided Per Year** – The hours of related instruction provided per year.
- D4. **RTI Hours and On-the-Job Learning (OJL) Length of Program** = The hours of instruction (related classroom) and the length of on-the-job learning during the program which will depend on the type of training method. See D1.
- E1. - 16. **RTI Source Information** – Enter primary RTI provider information in E1 – 8 and if there is secondary RTI provider (optional) enter information in E9 – 16.
- E1. **RTI Provided By** – name of college, adult education, or sponsor.
- E2. **Type of Instruction Provider** – examples: community college, adult education, sponsor, etc.
- E3. Instruction Method** – examples: classroom, correspondence, self paced; **electronic media (technology-based instruction and distance learning).**
- E4. - 8. Self-explanatory.
- E9 - 16. See instructions E1 – 8 above.
- F1. - 3. Self-explanatory.

BE COMPLETED BY THE APPRENTICESHIP AND TRAINING REPRESENTATIVE

- G1. **Apprenticeship and Training Representative (ATR) Name** – Self-explanatory.
- G2. **ATR’s RAPIDS Identification Number** –alpha-numerical code that identifies the ATR in the RAPIDS database.
- H1. **Bargaining Agency Name** – name of local union, if applicable.
- H2. **National Affiliation** – Union acronym, example: IBEW, SMWIA, etc.
- H3. **Program Type** - Enter appropriate numerical code:
1 = INJ (Independent, non joint = single employer not covered by collective bargaining agreement.)
2 = IJ (Independent, joint = single employer covered by a collective bargaining agreement.)
3 = GJ (Group, joint = multi employer association, covered by a collective bargaining agreement.)
4 = GNJ (Group, non joint = multi employer association not covered by a collective bargaining agreement.)
- H4. **Number of Participating Employers** – Number of employers who are signatories to the standards of apprenticeship for training of apprentices.
- H5. **Self-explanatory.**
- H6. **Waiver** - Under a joint program (IJ or GJ) where one of the sponsoring parties under a collective bargaining agreement does not wish to participate in the operation of the program and has elected to “Waiver” any rights and privileges under that program.
- H7. **Size of Workforce** - Includes all employees, workers, management, clerical, etc.
- H8. – 18. **Self-explanatory.**
- H19. **Employer North American Industrial Classification System (NAICS) Code, NAICS Two-Digit Category, Products/Services.**
- H21. **Products/Services** – a short written description of the products/services that the sponsor provides.
- H22. **Apprenticeship Committee Exists (Yes/No).**
- H23. **Membership List Attached (Yes/No).**
- H24. **Occupational Title** - example: carpenter, plumber, sheet metal worker, etc.
- H25. **RAPIDS Code** – alpha-numeric code of occupation in RAPIDS database.
- H26. **Probation Length in Hours, Number of Hours** - length of probation in hours, (example: 3 months equals 500 hours; 6 months equals 1,000 hours). **Probation period cannot exceed 25 percent of the length of the program or one year, whichever is shorter.**
- H27. **Written School-to-Apprenticeship (STA) Agreement** – Sponsor has an agreement that would be signed by the high-school student, parent, school, employer or employer’s agent.
- H28. **Prison Indicator (Yes /No)** – Sponsor has an agreement with a prison system for training inmates.
- H29. **Affirmative Action Plan (Yes /No).**
- H30. **Selection Procedures (Yes /No).**
- H31. **Wage Record (Includes Multiple Wage Schedules)** - Multiple wage schedules may apply to a program that has the same occupation in different geographic localities. The wages are based on the prevailing wage rates and fringe benefits determined by the Secretary of Labor for inclusion in covered contracts.
a. **Wage Schedule** – The wage rates an apprentice is to be paid over the length of the training.
b. **Increment Type** – Is wage advancement based on percent or hours of journeyworker’s wage.
c. **Start Date** – Date program is registered. Enter today’s date.
d. **Apprentice Entry Wage Rate (Hour, Month, Year)** – Apprentice’s current wage today.
e. **Journeyworker Wage Rate** – Wage in hours, monthly, or annually at apprentice completion of program obtained from Program’s Standards of Apprenticeship
f. **Number of Periods** – Based on the program sponsor’s occupation training approach and available in the program’s apprenticeship standards.

- H32. **Program Registration Date** – the date the program was officially registered
- H33. **Provisional Registration Date** – the date the one-year initial provisional approval for a new program begins.
- H34. **Last Program Revision Date (Significant Date)** – RAPIDS database generates this data.
11. - 3. **Self-explanatory.**

Public Burden Statement – Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average **twelve** minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond is required to obtain or retain benefits under 29 USC 50. Send comments regarding this burden or any other aspect of this collection of information including suggestions for reducing this burden to the U.S. Department of Labor, Office of Apprenticeship, 200 Constitution Avenue, N.W., Room N-5311, Washington, D.C. 20210 (Paperwork Reduction Project (1205-0223)).

Program Registration – Section I

OMB No. 1205-0223, Expires: 01/31/2012

PROGRAM SPONSOR INFORMATION			
1. Employer Identification Number		2. Program Number	
3. Name of Organization			
4. Address			
5. City		6. State	7. Zip Code
8. Program Sponsor Is a "Green Jobs" Supporting Employer (See Definition) (Check Box)		8.a <input type="checkbox"/> Yes 8.b <input type="checkbox"/> No	
9. Program Sponsor is participating in activities related to the "Recovery Act" of 2009 (See Definition) (Check Box)		9.a <input type="checkbox"/> Yes 9.b <input type="checkbox"/> No	
PROGRAM SPONSOR'S RELATED CONTACT INFORMATION			
10. Name of Sponsor Contact/Coordinator			
11. Telephone Number		12. Extension	13. Fax Number
14. E-Mail Address			
JOURNEYWORKERS EMPLOYED			
15. Sponsor's Occupational Title if Different from O'Net's Titles			
16. Female	17. Minority	18. Youth	19. Total
RELATED TECHNICAL INSTRUCTION INFORMATION (RTI)			
20. Instruction Method		21. Delivery Technique	
22. Instruction Provider		23. Wages Paid During RTI	
		Check Box 23.a <input type="checkbox"/> Yes 23.b <input type="checkbox"/> No	
24. Hours of RTI Instruction Provided Per Year Only			
25. RTI hours and On-the-Job Learning during Length of Program			
26. RTI Provided By			
RTI SOURCE INFORMATION			
27. Select an RTI Option (Only Complete if More Than One RTI Provider)			
28. Create a New RTI Source			
29. Name of Source			
30. Contact Person			
31. Address of Source			
32. Zip Code	33. City	34. State	
PROGRAM SPONSOR			
35.a Signature		35.b Title	35.c Program Registration Date (MO/DD/YYYY)
TO BE COMPLETED BY APPRENTICESHIP AND TRAINING REPRESENTATIVE (ATR) ONLY			
36. ATR Name			
37. ATR's RAPIDS Identification Number			

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Employment and Training Administration

PROGRAM REGISTRATION INFORMATION					
38. Bargaining Agency					
38.a. Name			38.b National Affiliation		
39. Program Type (Check Box)					
39.a 1 = INJ <input type="checkbox"/>		39.b 2 = IJ <input type="checkbox"/>		39.c 3 = GJ <input type="checkbox"/>	
				39.d 4 = GNJ <input type="checkbox"/>	
40. Number of Participating Employers					
41. Employers: If GNJ Program, Attach Employer Acceptance Agreements. (Check Box)					
41.a <input type="checkbox"/> Yes, Agreement is attached.			41.b <input type="checkbox"/> No, Agreement is not attached.		
42. Waiver (Check Box)		42.a <input type="checkbox"/> Yes 42.b <input type="checkbox"/> No		43. Size of Workforce (includes all employees)	
44. Bargaining Agency Contact					
45.a Name			45.b Title		
46. Street Address					
47. City			48. State		49. Zip Code
50. Telephone Number		51. Cell Telephone Number		52. Fax Number	
53. E-mail Address			54. Web-Site Address		
55. North American Industrial Classification System (NAICS)					
55.a Employer NAICS Code		55.b NAICS 2 Digit Category		55.c Products/Services	
56. Apprenticeship Committee Exists (Check Box)			56.a <input type="checkbox"/> Yes		56.b <input type="checkbox"/> No
57. Membership List Is Attached (Check Box)			57.a <input type="checkbox"/> Yes		57.b <input type="checkbox"/> No
58. Occupational Title					
59. Rapids Code					
60. Apprenticeship Term in Hours (See Instructions)			61. Probation Length in Hours (See Instructions)		
60.a Number of Hours			61.a Number of Hours		
62. Written School-To-Apprenticeship Agreement (STA) (Check Box)			62a <input type="checkbox"/> Yes		62.b <input type="checkbox"/> No
63. Prison Indicator (Check Box)			63.a <input type="checkbox"/> Yes		63.b <input type="checkbox"/> No
64. Affirmative Action Plan (Check Box)			64.a <input type="checkbox"/> Yes		64.b <input type="checkbox"/> No
65. Selection Procedures (Check Box)			65.a <input type="checkbox"/> Yes		65.b <input type="checkbox"/> No
66. WAGE RECORD (Includes Four Wage Schedules)					
66.a Wage Schedule	66.b Increment Type	66.c Start Date MO/DD/YYYY	66.d Apprentice Entry Wage Rate (Hour, Month, Year)	66.e Journeyworker Wage Rate	66.f Number of Periods
(1.)					
(2.)					
(3.)					
(4.)					
67. Program Registration Date (MO/DD/YYYY)			68. Last Program Revision Date (MO/DD/YYYY)		
69. ATR					
69.a Signature		69.b State (2 Digit Alpha)		69.c Date (MO/DD/YYYY)	

Program Definitions and/or Instructions:

Unless otherwise indicated below, the program sponsor responds to Fields 1., 3. – 33.a-c and the ATR responds to fields 34 – 66.a-c.

1. Employer Identification Number (EIN) - is an Internal Service Revenue Federal tax identification number that is used to identify a business entity. The submission of your EIN is voluntary. The employer who enters this number is verifying that the business is legitimate with intentions of maintaining a registered program and training apprentices. This quality assurance check protects the welfare of the apprentice.
2. Program Number - a program generated number assigned to a sponsor program when the program is registered in the Registered Apprenticeship Partners Information Data System (RAPIDS), the Office of Apprenticeship database.
- 3.-7. Self-explanatory.
8. Program Sponsor Is a “Green Jobs” Supporting Employer – Program sponsor has incorporated skills training for green jobs into the registered apprenticeship program.
9. Program Sponsor is participating in activities funded by the “Recovery Act” of 2009 – The Act (sometimes referred to as the “Economic Stimulus”) is intended to preserve and create jobs, promote the nation’s economic recovery, and assist those most impacted by the recession. As a direct result of jobs maintained or created by the Act’s-funded activities, the program sponsor employed this apprentice.
- 10.-14. Self-explanatory.
15. Sponsor’s Occupational Title – Specific title of an occupation that may or may not be the same as that designated by the O’Net data system.
16. Female - the number of female journeyworkers in this occupation.
17. Minority - the number of minority journeyworkers in this occupation.
18. Youth - the number of workers between the ages of 16 and 21 in this occupation (best guess).
19. Total - the number of total journeyworkers in this occupation.
20. Instruction Method – example: classroom, correspondence, self paced.
21. Delivery Technique – example: time based (4 yrs., 5 yrs.), competency based obtained from Program’s Standards of Apprenticeship.
22. Instruction Provider – example: community college, adult education, sponsor, etc.
23. Wages paid during RTI? Are apprentices paid while attending classes (Yes or No)?
24. Hours of RTI Provided – The hours of related instruction provided per year.
25. Total Length of Instruction – The hours of instruction (related classroom and on-the-job learning) provided during length of program.
26. RTI Provided By – name of college, adult education, or sponsor.
- 27.-34. RTI Source Information – Only enter information if there is more than the one RTI Provider identified in Item 26.
- 35.a-c Self-explanatory.

Reminder that ATR enters data in fields 34 - 66.

36. Apprenticeship and Training Representative (ATR) Name – Self-explanatory.
37. ATR’s RAPIDS Identification Number –alpha-numerical code that identifies the ATR in the RAPIDS database.
- 38.a Bargaining Agency Name – name of local union, if applicable.
- 38.b National Affiliation – Union acronym, example: IBEW, SMWIA, etc.
- 39.a-d **Program Type** - Enter appropriate numerical code:
 - a1 = INJ (Independent, non joint = single employer not covered by Collective Bargaining Agreement.)
 - b2 = IJ (Independent, joint = single employer covered by collective bargaining agreement.)
 - c3 = GJ (Group, joint = multi employer association, covered by collective bargaining agreement.)

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Employment and Training Administration

- d4 = GNJ (Group, non joint = multi employer association not covered by collective bargaining agreement.)
40. Number of Participating Employers – Number of employers who are signatories to the standards of apprenticeship for training of apprentices.
 41. Self-explanatory.
 42. Waiver - Under a joint program (IJ or GJ) where one of the sponsoring parties under a Collective Bargaining Agreement does not wish to participate in the operation of the program and has elected to “Waiver” any rights and privileges under that program.
 43. Size of Workforce - Includes all employees, workers, management, clerical, etc.
 - 44.-54. Self-explanatory.
 - 55.a North American Industrial Classification System (NAICS) - formerly, the Standard Industrial Classification (SIC) System. NAICS is a six-digit classification code used to designate industries such as mining, construction, manufacturing to identify the type of the program sponsor’s industrial activities. This code is used by government entities for statistical purposes.
 - 55.b Employer NAICS Code, NAICS Two-Digit Category, Products/Services.
 - 55.c Products/Services – a short written description of the products/services that the sponsor provides.
 - 56.a-b Apprenticeship Committee Exists (Yes/No).
 57. Membership List Attached (Yes/No).
 58. Occupational Title - example: carpenter, plumber, sheet metal worker, etc.
 59. RAPIDS Code – alpha-numeric code of occupation in RAPIDS database.
 - 60.a Apprenticeship Term - Number of Hours: length of apprenticeship in hours.
 - 61.a. Probation Length in Hours - Number of Hours: length of probation in hours, example: 3 months equals 500 hours; 6 months equals 1,000 hours).
 62. Written School-to-Apprenticeship (STA) Agreement – Sponsor has an agreement that would be signed by the high-school student, parent, school, employer or employer's agent.
 63. Prison Indicator (Yes or No) – Sponsor has an agreement with a prison system for training inmates.
 64. Affirmative Action Plan (Yes or No).
 65. Selection Procedures (Yes or No).
 66. Wage Record Schedule - Multiple wage schedules may apply to a program that has the same occupation in different geographic localities. The wages are based on the prevailing wage rates and fringe benefits determined by the Secretary of Labor for inclusion in covered contracts.
 - 66.a. Includes Four Wage Schedules.
 - 66.b Increment Type – Is wage advancement based on percent or hours of journeyperson’s wage.
 - 66.c Start Date – Date program is registered. Enter today’s date.
 - 66.d Apprentice Entry Wage Rate (Hour, Month, Year) – Apprentice’s current wage today.
 - 66.e Journeyworker Wage Rate – Wage in hours, monthly, or annually at apprentice completion of program obtained from Program’s Standards of Apprenticeship.
 - 66.f Number of Periods – Each period is a specific length of time to acquire a specific skill which is obtained from the Program’s Standards of Apprenticeship.
 67. Program Registration Date (Significant Date) – RAPIDS database generates this data.
 68. Last Program Revision Date (Significant Date) – RAPIDS database generates this data.
 - 69.a-c Self-explanatory.

Public Burden Statement – Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average ten minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond is required to obtain or retain benefits under 29 USC 50. Send comments regarding this burden or any other aspect of this collection of information including suggestions for reducing this burden to the U.S. Department of Labor, Office of Apprenticeship, 200 Constitution Avenue, N.W., Room N-5311, Washington, D.C. 20210 (Paperwork Reduction Project (1205-0223)).



APPRENTICE REGISTRATION-SECTION II

OMB No. 1205-0223 Expires: 00/00/20XX

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

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

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

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

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

1. Sponsor Program No. Sponsor Name and Address (No. Street, City, County, State, Zip Code) _____ _____	2a. Occupation (The work processes listed in the standards are part of this agreement). _____	2b. Occupation Code _____
3. Occupation Training Approach (Mark one) 13a. <input type="checkbox"/> Time-Based 13b. <input type="checkbox"/> Competency-Based 13c. <input type="checkbox"/> Hybrid		4. Term (Hrs., Mos., Yrs.) _____
6. Credit for Previous Experience (Hrs., Mos., Yrs.) _____		5. Probationary Period (Hrs., Mos., Yrs.) _____
7. Term Remaining (Hrs., Mos., Yrs.) _____		8. Date Apprenticeship Begins _____
9a. Related Instruction (Number of Hours Per Year) _____	9b. Apprentice Wages for Related Instruction <input type="checkbox"/> Will Be Paid <input type="checkbox"/> Will Not Be Paid	9c. Related Training Instruction Source _____

10. Wages: (Instructions on reverse)

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

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

11. Signature of Sponsor's Representative(s) Date Signed	13. Name and Address of Sponsor Designee to Receive Complaints (If applicable) _____ _____
12. Signature of Sponsor's Representative(s) Date Signed	

PART C: TO BE COMPLETED BY REGISTRATION AGENCY

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

Program Definitions and/or Instructions:

Part A.

Item 4.a. Definition - Ethnic Group:

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

Item 4.b. Definitions - Race:

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

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

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

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

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

Item 7. Instructions:

Indicate any career linkage (definitions follow) or direct entry. Enter "None" if no career linkage or direct entry applies.

Career linkage includes participation in programs that provided employment, training and other services to adults, youth and dislocated workers. Funds for these activities are provided by the U.S. Department of Labor/Employment and Training Administration (U.S. DOL/ETA) to states and local communities.

One-Stop Referral. Includes Workforce Investment Act (WIA) and Employment Services (ES) participants referred to the Registered Apprenticeship program and/or apprentices that receive WIA funded services that support their participation in their Registered Apprenticeship program.

Trade Adjustment Assistance. Includes trade-affected workers who have become unemployed as a result of increased imports or shifts in production out of the United States.

Job Corps. Youth ages 16-24 years usually receiving services in a residential setting.

YouthBuild. Program transferred from the U.S. Department of Housing and Urban Development (HUD) to U.S. DOL/ETA in September 2006. It assists youth ages 16-24 to obtain education and skill training and advance toward post-secondary education and career pathways in construction and other high growth, high demand occupations while building affordable housing in their communities.

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

HUD/STEP-UP. Developed in conjunction with HUD. The program provides the actual apprenticeship experience and the framework for moving into high-skill Registered Apprenticeship.

Direct Entry. A graduate from an accredited technical training school, Job Corps training program, Youth Build Program, or a participant in a military apprenticeship program, any of which training is specifically related to the occupation and incorporated in the Registered Apprenticeship standards. Also, fill in the name of the program.

Part B.

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

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

Item 4. Term (Hrs., Mos., Yrs.). Based on the program sponsor's training approach. See Part B., Item 3. Available in the terms of the Apprenticeship Standards.

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

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

Item 10. Wage Instructions:

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

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

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

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

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

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

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

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

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

<u>Term</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Period 4</u>	<u>Period 5</u>	<u>Period 6</u>
hrs., mos., yrs.	1000 hrs.	1000 hrs.	1000 hrs.	1000 hrs.	1000 hrs.	1000 hrs.
%	55	60	65	70	80	90

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

<u>Term</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Period 4</u>	<u>Period 5</u>	<u>Period 6</u>	<u>Period 7</u>	<u>Period 8</u>
hrs., mos., yrs.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.
%	50	55	60	65	70	75	80	90

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

Part C.

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

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

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

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



APPRENTICE REGISTRATION-SECTION II

OMB No. 1205-0223 Expires: 01/31/2012

Warning: This agreement does not constitute a certification under Title 29, CFR, Part 5 for the employment of the apprentice on Federally financed or assisted construction projects. Current certifications must be obtained from the Office of Apprenticeship (OA) or the recognized State Apprenticeship Agency shown below. (Item 22)

The program sponsor and apprentice agree to the terms of the Apprenticeship Standards incorporated as part of this Agreement. The sponsor will not discriminate in the selection and training of the apprentice in accordance with the Equal Opportunity Standards in Title 29 CFR Part 30.3, and Executive Order 11246. This agreement may be terminated by either of the parties, citing cause(s), with notification to the registration agency, in compliance with Title 29, CFR, Part 29.6

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

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

PART B: SPONSOR: EXCEPT FOR ITEMS 14, 15, 16, 18a., 18b., & 18c., REMAINDER OF ITEMS REPOPULATED FROM PROGRAM REGISTRATION

10. Sponsor Program No. Sponsor Name and Address (No. Street, City, County, State, Zip Code)	11a. Trade/Occupation (The work processes listed in the standards are part of this agreement).		
	11b. Occupation Code	12. Term (Hrs., Mos., Yrs.)	13. Probationary Period (Hrs., Mos., Yrs.)
	14. Credit for Previous Experience (Hrs., Mos., Yrs.)	15. Term Remaining (Hrs., Mos., Yrs.)	16. Date Apprenticeship Begins
17a. Related Instruction (Number of Hours Per Year)	17b. Apprentice Wages for Related Instruction <input type="checkbox"/> Will Be Paid <input type="checkbox"/> Will Not Be Paid	17c. Related Training Instruction Source	

18. Wages: (Instructions on reverse)

18a. Pre-Apprenticeship Hourly Wage \$ _____ Apprentice's Entry Hourly Wage 18b. \$ _____ Journeyworker's Hourly Wage 18c. \$ _____

Check Box	Period 1	2	3	4	5	6	7	8	9	10
18d. Term <input type="checkbox"/> Hrs., <input type="checkbox"/> Mos., or <input type="checkbox"/> Yrs.										
18e. Wage Rate (Mark one) % <input type="checkbox"/> or \$ <input type="checkbox"/>										

19. Signature of Sponsor's Representative(s) Date Signed	21. Name and Address of Sponsor Designee to Receive Complaints (If applicable)
20. Signature of Sponsor's Representative(s) Date Signed	

PART C: TO BE COMPLETED BY REGISTRATION AGENCY

22. Registration Agency and Address	23. Signature (Registration Agency)	24. Date Registered
25. Apprentice Identification Number (Definition on reverse):		

Item 4.a. Definitions:

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

Item 4.b. Definitions:

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

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

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

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

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

Item 7. Instructions:

Indicate any career linkage (definitions follow) or direct entry. Enter "None" if no career linkage or direct entry apply. Enter "Incumbent Worker" if the individual before becoming an apprentice was currently employed full-time by the sponsor or entities participating in the apprenticeship program (Military). Career linkage includes participation in programs that provided employment, training and other services to adults, youth and dislocated workers. Funds for these activities are provided by the U.S. Department of Labor/Employment and Training Administration (U.S. DOL/ETA) to states and local communities.

Adult. Also includes individuals participating in Native American Programs, and/or Migrant and Seasonal Farmworker Programs.

Youth. Includes Youth ages 16-21 years, and other concentrated Youth programs in designated areas.

Dislocated Worker. Includes an individual that has been terminated or laid off and is unlikely to return to the industry or occupation. It also includes a displaced homemaker who has been providing unpaid services to family members in the home, is no longer supported, and is unemployed or underemployed.

Trade Adjustment Assistance. Includes trade-affected workers who have become unemployed as a result of increased imports or shifts in production out of the United States.

Job Corps. Youth ages 16-24 years usually receiving services in a residential setting.

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

YouthBuild. Program transferred from the U.S. Department of Housing and Urban Development (HUD) to U.S. DOL/ETA in September 2006. It assists youth ages 16-24 to obtain education and skill training and advance toward post-secondary education and career pathways in construction and other high growth, high demand occupations while building affordable housing in their communities.

HUD/STEP-UP. Developed in conjunction with the U.S. Department of Housing and Urban Development (HUD). The program provides the actual apprenticeship experience and the framework for moving into high-skill Registered Apprenticeship.

Direct Entry. A graduate from an accredited technical training school, Job Corps training program, Youth Build Program, or a participant in a military apprenticeship program, any of which training is specifically related to the occupation and incorporated in the Registered Apprenticeship standards. Also, fill in the name of the program.

Item 18. Wage Instructions:

18a. Pre-Apprentice hourly wage, sponsor enters the individual's hourly wage in the quarter prior to becoming an apprentice.

18b. Journeyworker's wage, sponsor enters wage per hour.

18c. Apprentice's entry hourly wage, (hourly dollar amount paid), sponsor enters this apprentice's entry hourly wage.

18d. Term, sponsor enters in each box the apprentice schedule of pay for each advancement period.

18e. Percent or dollar amount, sponsor marks one.

Note: 18b. If the employer is signatory to a collective bargaining agreement, the journeyworker's wage rate in the applicable collective bargaining agreement is identified. Apprenticeship program sponsors not covered by a collective bargaining agreement must identify a minimum journeyworker's hourly wage rate that will be the basis for the progressive wage schedule identified in item 18e. of this agreement.

18d. The employer agrees to pay the hourly wage rate identified in this section to the apprentice each period of the apprenticeship based on the successful completion of the on-the-job learning and the related instructions outlined in the Apprenticeship Standards. The period may be expressed in hours, months, or years.

18e. The wage rates are expressed either as a percent or in dollars and cents of the journeyworker's wage depending on the industry.

Example - 3 YEAR APPRENTICESHIP PROGRAM

<u>Term</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Period 4</u>	<u>Period 5</u>	<u>Period 6</u>
hrs., mos., yrs.	1000 hrs.	1000 hrs.	1000 hrs.	1000 hrs.	1000 hrs.	1000 hrs.
%	55	60	65	70	80	90

Example - 4 YEAR APPRENTICESHIP PROGRAM

<u>Term</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Period 4</u>	<u>Period 5</u>	<u>Period 6</u>	<u>Period 7</u>	<u>Period 8</u>
hrs., mos., yrs.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.
%	50	55	60	65	70	75	80	90

Item 21. Identifies the individual or entity responsible for receiving complaints (Code of Federal Regulations, CFR, Title 29 part 29.6(k)).

Item 25. Definition: The Registered Apprenticeship Partners Information Data System (RAPIDS), formerly known as the Registered Apprenticeship Information System (RAIS), encrypts the apprentice's social security number and generates a unique identification number to identify the apprentice. It replaces the social security number to protect the apprentice's privacy.

*The submission of your social security number is requested. The apprentice's social security number will only be used to verify the apprentice's periods of employment and wages for purposes of complying with the Program Assessment Rating Tool (2005) of the Office of Management and Budget related to common measures of the Federal job training and employment programs for measuring performance outcomes and for purposes of the Government Performance and Results Act. The Office of Apprenticeship will use wage records through the Wage Record Interchange System and needs the apprentice's social security number to match against employers' wage records. Also, the apprentice's social security number will be used, if appropriate, for purposes of the Davis Bacon Act of 1931, as amended, U.S. Code Title 40, Sections 276a to 276a-7, and Title 29 CFR 5, to verify and certify to the U.S. Department of Labor, Employment Standards Administration, that you are a registered apprentice to ensure that the employer is complying with the geographic prevailing wage of your occupational classification. Failure to disclose your social security number on this form will not affect your right to be registered as an apprentice. Civil and criminal provisions of the Privacy Act apply to any unlawful disclosure of your social security number, which is prohibited.

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

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average five minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond is required to obtain or retain benefits under 29 USC 50. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, Office of Apprenticeship, 200 Constitution Avenue, N.W., Room N-5311, Washington, D.C.. 20210. (Paperwork Reduction Project 1205-0223).