

APPRENTICESHIP GLOSSARY

Apprentice - An individual approved by an apprenticeship committee and registered with the state of Oregon to learn a skilled trade under approved industry standards.

Apprenticeship and Training Division (ATD) - The division of the Bureau of Labor and Industries that provides technical assistance to apprenticeship committees, works with industry to develop new programs, registers new apprentices and ensures compliance with state and federal regulations and policies. ATD also issues nationally recognized journey worker certificates to individuals who successfully complete an apprenticeship program.

Apprenticeship Committees - Made up of employer and employee representatives of the industry, the committees operate individual apprenticeship programs. They decide how apprentices are selected, what apprentices learn in the program, how apprentices progress through the program, apprentice wage rates and the supervision ratios. Committees select apprentices, approve advancements, discipline apprentices and approve an apprentice's completion of the program based on program standards and committee policies. In doing this, committees must follow state and federal regulations and policies for operating a program. Other names for Apprenticeship committees are Joint Apprenticeship and Training Committees (JATC), Trades Apprenticeship and Training Committees (TATC), and Joint or Trade Apprenticeship Committees (JAC) or (TAC) and sometimes apprenticeship committees.

Building Codes Division (BCD) - The division provides code development, administration, inspection, plan review, licensing, and permit services to the construction industry. These are integral to the safe and effective construction of structures in Oregon. The division was added to the newly formed Department of Consumer & Business Services in 1993.

Bureau of Apprenticeship and Training (BAT)

The division of the U. S. Department of Labor that regulates apprenticeship on the federal level. In Oregon it has delegated its registration authority to the Oregon State Apprenticeship and Training Council.

Bureau of Labor & Industries (BOLI) - The division of the U. S. Department of Labor that regulates apprenticeship on the federal level. In Oregon it has delegated its registration authority to the Oregon State Apprenticeship and Training Council. Coordinator/Administrator: The person who conducts the day-to-day operations of the committee and provides program information to apprentices and employers registered with the committee, the general public, committee members and regulatory agencies.

Construction Contractors Board (CCB) - The Builders Board was created in 1971 and is responsible for safeguarding the security and property of the citizens of Oregon by preventing and resolving construction contracting problems and by insuring contractors' compliance with the law. The board administers the Oregon Contractors Law that provides for licensing of residential and commercial construction contractors, subcontractors and home inspectors; investigation and adjudication of complaints filed against licensees; and assessment of sanctions against unlawful contractors. The board tests applicants on a 16-hour course in construction

laws and business practices. The board also engages in education activities aimed at preventing construction problems, resolving disputes and promoting a competitive business environment.

Coordinator/Administrator - The person who conducts the day-to-day operations of the committee and provides program information to apprentices and employers registered with the committee, the general public, committee members and regulatory agencies.

Electrical Contractor, Limited Energy (CLE) - May make, direct, supervise or control work on limited energy systems. The scope of limited energy installations allowed is limited to the signing supervisor's license limitations. Limited energy is defined in ORS 479.905(4)

Journey Worker - An individual who has successfully completed an apprenticeship program and can demonstrate a high level of competency in an occupation is considered to have reached journey-level status. Journey workers receive a journey card and certificate that is nationally recognized and respected by industry employers.

OSATC (Council) - The Oregon State Apprenticeship and Training Council is the organization that oversees the state's apprenticeship committees, approves new programs and enforces state and federal apprenticeship laws. The Council has 8 members representing labor, management and the general public. Members are appointed by the governor and approved by the state Senate. The labor commissioner is chair of the Council.

On-the-Job Training (OJT) - The majority of the apprenticeship training occurs on the job. OJT is hands-on work experience with an employer registered with the committee to provide the training. Apprentices are paid for their OJT hours.

Related Training (RT) - Classroom training related to an occupation is required as part of an apprenticeship. The requirement is usually 144 hours per year and is most often provided through a community college, a labor organization or an industry training center. Apprentices are not paid for the related training hours and may have to bear the cost of tuition and books.

Standards - The written agreement among Council, the committees and the apprentices that contains all of the terms and conditions for the qualifications, employment and training of apprentices. Every committee must train its apprentices according to the standards that have been approved by Council.

Training Agent (TA) - An employer registered with a committee to provide on-the-job training to apprentices according to standards. Training agents must provide training experience, sufficient supervision, treat apprentices in a fair and impartial manner, and adhere to state and federal regulations as well as committee policies