



ApprenticeshipArizona



Registered Apprenticeship Standards For Programs with Collective Bargaining Agreements

- ☐ National Program Standards ☐ National Guidelines for Apprenticeship Standards
☒ Local Apprenticeship Standards

***Tucson Electrical JATC
Southern Arizona Chapter, NECA
IBEW Local Union No. 570
Program Number # AZ003450002
Occupation(s): Electrician***

O*NET-SOC Code(s): 47-2111.00

RAPIDS Code(s): 0159

Developed in Cooperation with the
U.S. Department of Labor
Office of Apprenticeship

Approved by the
Arizona Apprenticeship Office

Registered By: Alejandro Garcia
(For Government Use Only)

Certified By: Joann Bueno, PHR
(For Government Use Only)

Signature: Alejandro Garcia

Signature: J. Bueno

Title: Apprenticeship & Training Representative

Title: State Apprenticeship Program Director

Registration Date: 12/14/1945

Date: 09/05/2025

Revision Date: 8/26/2025

☒ Check here if these are revised Standards

Registration Number: AZ003450002



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SECTION I – STANDARDS OF APPRENTICESHIP 29 CFR § 29.5

Responsibilities of the sponsor: Tucson Electrical JATC must conduct, operate, and administer this program in accordance with all applicable provisions of Title 29 Code of Federal Regulations (CFR) part 29, subpart A and part 30, and all relevant guidance issued by the Office of Apprenticeship (OA). The sponsor must fully comply with the requirements and responsibilities listed below and with the requirements outlined in the document “Requirements for Apprenticeship Sponsors Reference Guide.”

Sponsors shall:

- Ensure adequate and safe equipment and facilities for training and supervision and provide safety training for apprentices on-the-job and in related instruction.
- Ensure there are qualified training personnel and adequate supervision on the job.
- Ensure that all apprentices are under written apprenticeship agreements incorporating, directly or by reference, these Standards and the document “Requirements for Apprenticeship Sponsors,” and that meets the requirements of 29 CFR § 29.7. Sponsors may utilize Form ETA 671 for this purpose and is available upon logging into RAPIDS.
- Register all apprenticeship Standards with the U.S. Department of Labor, including local variations, if applicable.
- Submit apprenticeship agreements within 45 days of enrollment of apprentices.
- Arrange for periodic evaluation of apprentices’ progress in skills and technical knowledge and maintain appropriate progress records.
- Notify the U.S. Department of Labor within 45 days of all suspensions for any reason, reinstatements, extensions, transfers, completions and cancellations with explanation of causes. Notification may be made in RAPIDS or using the contact information in Section K.
- Make a good faith effort to obtain approval for educational assistance for a veteran or other individual eligible under chapters 30 through 36 of title 38, United States Code, and will not deny the application of a qualified candidate who is a veteran or other individual eligible for educational assistance described in the above for the purpose of avoiding making a good faith effort to obtain approval.
- Provide each apprentice with a copy of these Standards, Requirements for Apprenticeship Sponsors



Reference Guide, Appendix A, and any applicable written rules and policies, and require apprentices to sign an acknowledgment of their receipt. If the sponsor alters these Standards or any Appendices to reflect changes it has made to the apprenticeship program, the sponsor will obtain approval of all modifications from the Registration Agency, then provide apprentices a copy of the updated Standards and Appendices and obtain another acknowledgment of their receipt from each apprentice.

- Adhere to Federal, State, and Local Law Requirements -- The Office of Apprenticeship's registration of the apprenticeship program described in these Standards of Apprenticeship on either a nationwide basis (under the National Program Standards of Apprenticeship) or within a particular State, and the registration of individual apprentices under the same program, does not exempt the program sponsor, and/or any employer(s) participating in the program, and/or the individual apprentices registered under the program from abiding by any applicable Federal, State, and local laws or regulations relevant to the occupation covered by these Standards, including those pertaining to occupational licensing requirements and minimum wage and hour requirements.
- The program's Standards of Apprenticeship must also conform in all respects with any such applicable Federal, State, and local laws and regulations. Any failure by the program to satisfy this requirement may result in the initiation of deregistration proceedings for reasonable cause by the Office of Apprenticeship under 29 CFR § 29.8.

A. Minimum Qualifications - 29 CFR § 29.5(b)(10)

An apprentice must be at least 18 years of age, except where a higher age is required by law, and must be employed to learn an apprenticeable occupation. Please include any additional qualification requirements as appropriate (optional):

- x There is an educational requirement of High School Diploma or High School Equivalent, 1 Yr High School Algebra or 1 semester College Algebra
- ☐ There is a physical requirement of _____
- x The following aptitude test(s) will be administered: AIR _____
- ☐ A valid driver's license is required.
- x Other: State I.D.
(List all other requirements)

B. Apprenticeship Approach and Term - 29 CFR § 29.5(b)(2)

The apprenticeship program(s) will select an apprenticeship training approach. The approach is notated in Appendix A, APPRENTICESHIP APPROACH. (See Appendix A to select approach.)

C. Work Process Schedule and Related Instruction Outline - 29 CFR § 29.5(b)(4)

Every apprentice is required to participate in related instruction in technical subjects related to the occupation. Apprentices ☐ will ☒ will not be paid for hours spent attending related instruction classes. The Work Process Schedule and Related Instruction Outline are outlined in Appendix A. (Insert Work Process Schedule and Related Instruction Outline at Appendix A.)

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

Apprentice applicants seeking credit for previous experience gained outside the apprenticeship



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program must furnish such transcripts, records, affidavits, etc. that may be appropriate to substantiate the claim. **Tucson Electrical JATC** will evaluate the request for credit and make a determination during the apprentice's probationary period.

Additional requirements for an apprentice to receive credit for previous experience (optional):

E. Probationary Period - 29 CFR § 29.5(b)(8) and (20)

Every applicant selected for apprenticeship will serve a probationary period, which may not exceed 25 percent of the length of the program, or 1 year whichever is shorter. The probationary period is notated in Appendix A, PROBATIONARY PERIOD. *(Insert probationary period at Appendix A.)*

F. Ratio of Apprentices to Journeyworkers - 29 CFR § 29.5(b)(7)

Every apprenticeship program is required to provide an apprenticeship ratio of apprentices to journeyworkers for adequate supervision. The ratio is notated in Appendix A, RATIO OF APPRENTICES TO JOURNEYWORKERS. *(Insert ratio at Appendix A.)*

G. Apprentice Wage Schedule - 29 CFR § 29.5(b)(5)

Apprentices must be paid a progressively increasing schedule of wages based on either a percentage or a dollar amount of the current hourly journeyworker wage rate. The progressive wage schedule is notated in Appendix A, APPRENTICE WAGE SCHEDULE. *(Insert the progressive wage schedule at Appendix A.)*

H. Equal Employment Opportunity and Affirmative Action

1. Equal Opportunity Pledge - 29 CFR §§ 29.5(b)(21) and 30.3(c)(1)

Tucson Electrical JATC will not discriminate against apprenticeship applicants or apprentices based on race, color, religion, national origin, sex (including pregnancy, gender identity, and sexual orientation), sexual orientation, genetic information, or because they are an individual with a disability or a person 40-years old or older.

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

[Optional] The equal opportunity pledge applies to the following additional protected bases (as applicable per the sponsor's state or locality):

2. Affirmative Action Program - 29 CFR §§ 29.5(b)(21), 30.4-30.9

Tucson Electrical JATC acknowledges that it will adopt an affirmative action plan in accordance with Title 29 CFR §§ 30.4-30.9 (required for sponsors with five or more registered apprentices by two years from the date of the sponsor's registration or by two years from the date of registration of the program's fifth (5th) apprentice).



Information and technical assistance materials relating to the creation and maintenance of an affirmative action plan will be made available on the Office of Apprenticeship's website.

3. Selection Procedures - 29 CFR § 30.10

Every sponsor will adopt selection procedures for their apprenticeship programs, consistent with the requirements set forth in 29 CFR § 30.10(b). The selection procedures for each occupation for which the sponsor intends to train apprentices are notated in Appendix A, SELECTION PROCEDURES. *(See Appendix A to enter your selection procedures for each occupation for which the sponsor intends to train apprentices.)*

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

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

For all issues covered by a Collective Bargaining Agreement (CBA), apprentices must seek resolution through the applicable procedures contained in the CBA. *(if applicable, see Requirements for Apprenticeship Sponsors Reference Guide)*

1. **Complaints regarding discrimination.** Complaints must contain the complainant's name, address, telephone number, and signature, the identity of the respondent, and a short description of the actions believed to be discriminatory, including the time and place. Generally, a complaint must be filed within 300 days of the alleged discrimination. Complaints of discrimination should be directed to the following contact:

Arizona Apprenticeship Office
1789 West Jefferson St Phoenix, Arizona 85007
Email Address: azapprenticeship@azdes.gov
Point of Contact: State Director of Registered Apprenticeship
Attn: Apprenticeship EEO Complaints

You may also be able to file complaints directly with the EEOC, or State fair employment practices agency.

2. **Other General Complaints.** The sponsor will hear and attempt to resolve the matter locally if written notification from the apprentice is received within 15 days of the alleged violation(s). The sponsor will make such rulings as it deems necessary in each individual case within 30 days of receiving the written notification: *(To be completed by Sponsor)*

Name: Tucson Electrical IATC
Address: 4650 N. Hwy Drive, Tucson, AZ 85705
Telephone Number: 520-790-4690



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Email Address: office@tucsonjatc.org

Any complaint described that cannot be resolved by the program sponsor to the satisfaction of all parties may be submitted to the Registration Agency provided below in Section K.

J. Registration Agency General Contact Information 29 CFR § 29.5(b)(17)

The Registration Agency is the United States Department of Labor's Office of Apprenticeship. General inquiries, notifications and requests for technical assistance may be submitted to the Registration Agency using the contact information below: *(To be completed by the Registration Agency)*

Name: Arizona Apprenticeship Office

Address: 1789 W. Jefferson Street, Mail Drop 5571

Phoenix, AZ 85007

Telephone Number: (602) 542-6013

Email Address: AZApprenticeship@azdes.gov

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

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

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

SECTION II - APPENDICES AND ATTACHMENTS

- ☒ **Appendix A** – *Work Process Schedule, Related Instruction Outline, Apprentice Wage Schedule, Ratio of Apprentices to Journeyworkers, Type of Occupation, Term of Apprenticeship, Selection Procedures, and Probationary Period*
- ☒ **Appendix B** – *ETA 671 - Apprenticeship Agreement and Application for Certification of Completion of Apprenticeship (To be completed after registration)*
- ☐ **Appendix C** – *Affirmative Action Plan (Required within two years of registration unless otherwise exempt per 29 CFR §30.4(d))*
- ☒ **Appendix D** – *Employer Acceptance Agreement (For programs with multiple-employers only)*

SECTION III - VETERANS' EDUCATIONAL ASSISTANCE AS MANDATED BY PUBLIC LAW 116-134 (134 STAT. 276)

Pursuant to section 2(b)(1) of the Support for Veterans in Effective Apprenticeships Act of 2019 (Pub. L. 116-134, 134 Stat. 276), by signing these program Standards the program sponsor official whose name is subscribed below assures and acknowledges to the U.S. Department of Labor's Office of Apprenticeship the following regarding certain G.I. Bill and other VA-administered educational assistance referenced below (and described in greater detail at the VA's website at: <https://www.va.gov/education/eligibility>) for which current apprentices and/or



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apprenticeship program candidates may be eligible:

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

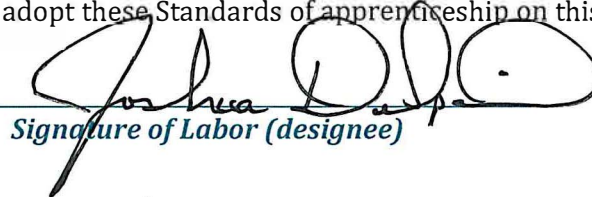
NOTE: The aforementioned requirements of Public Law 116-134 shall apply to “any program applying to become a registered apprenticeship program on or after the date that is 180 days after the date of enactment of this Act” (i.e., September 22, 2020). Accordingly, apprenticeship programs that were registered by a Registration Agency before September 22, 2020, are not subject to these requirements.



SECTION IV PART 1 – COLLECTIVE BARGAINING PROVISIONS

The employer or employer association must furnish to any union that is a collective bargaining agent of the employees to be trained a copy its application for registration and of these Standards, including all attachments. The **Tucson Electrical JATC**, Southern Arizona National Electrical Contractors and International Brotherhood of Electrical Workers Local 570 hereby adopt these Standards of apprenticeship on this 26th day of August 2025.


Signature of Management (designee)


Signature of Labor (designee)

Jesse Towle
Printed Name

Joshua De Spain
Printed Name


Signature of Management (designee)


Signature of Labor (designee)

Jay Hoobler
Printed Name

Dick Solomon
Printed Name

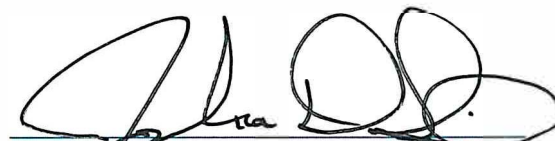
SECTION IV PART 2 – SIGNATURES

OFFICIAL ADOPTION OF APPRENTICESHIP STANDARDS

The undersigned sponsor hereby subscribes to the provisions of the foregoing Apprenticeship Standards formulated and registered by **Tucson Electrical JATC**, **Sponsors:** Southern Arizona National Electrical Contractors and International Brotherhood of Electrical Workers Local 570 on this **26th** day of *August 2025*.

The signatories acknowledge that they have read and understand the document titled "Requirements for Apprenticeship Sponsors Reference Guide" and that the provisions of that document are incorporated into this agreement by reference unless otherwise noted.


Signature of Sponsor (designee)
Jesse Towle
Printed Name


Signature of Sponsor (designee)
Joshua De Spain
Printed Name



SECTION V - DISCLOSURE AGREEMENT—FOR NATIONAL PROGRAM STANDARDS AND LOCAL STANDARDS ONLY (*Optional*)

OA routinely makes public general information relating to Registered Apprenticeship programs. General information includes the name and contact information of the sponsor, the location of the program, and the occupation(s) offered. **OA routinely publicly releases the contents of applications for National Guidelines for Apprenticeship Standards.**

In addition, sponsors submitting National Program Standards or Local Standards have the option of allowing OA to share publicly the contents of a sponsor's application for registration to assist in building a high-quality National Apprenticeship System. This may include a copy of the Standards, Appendix A, and Appendix D (as applicable), but not completed versions of ETA Form 671 or Appendix C "Affirmative Action Plan" because those documents are submitted after a sponsor's application is approved and the program is registered. **Please note that OA will consider a sponsor's application as releasable to the public unless the sponsor requests non-disclosure by signing below.**

I, **Jesse Towle** (*Sponsor Representative*), acting on behalf of **Tucson Electrical JATC** (*Sponsor*), request that OA not publicly disclose this application, other than general information about the program, as described above as it is considered confidential commercial information and steps are taken to preserve it. Further, I understand that if OA receives a request for this application pursuant to 5 U.S.C. 552, we may be contacted to support OA's withholding of the information, including in litigation, if necessary. I understand that my request that OA not publicly disclose this application will remain in effect, including with respect to subsequent amendments to this application, unless and until I notify OA otherwise.


Signature

August 26, 2025
Date

Jesse Towle
Printed Name



Appendix A

WORK PROCESS SCHEDULE

ELECTRICIAN

O*NET-SOC CODE: 47-2111.00

RAPIDS CODE: 0159

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

1. APPRENTICESHIP APPROACH

☒ Time-based

☐ Competency-based

☐ Hybrid

2. TERM OF APPRENTICESHIP

The term of the apprenticeship is **four (4) year(s)** with an On-the-Job Learning (OJL) attainment of a minimum of **8,000 hours**, supplemented by the minimum required **720 hours** of related instruction.

3. RATIO OF APPRENTICES TO JOURNEYWORKERS

The apprentice to journeyworker ratio is: two (2) Apprentice(s) to three (3) Journeyworker(s).

4. APPRENTICE WAGE SCHEDULE

Apprentices shall be paid a progressively increasing schedule of wages based on either a percentage or a dollar amount of the current hourly journeyworker wage rate, which is on file with the Registration Agency:

4 Year Program:

The following table identifies minimum requirements to enter each Period of Apprenticeship. This JATC has established six periods of apprenticeship as stipulated below.

Period	Percent of QEW Rate	Minimum Accumulative OJT Hours	+ Related Training
1	55	0-2000	+ N/A
2	60	2000-3000	+ Satisfactory Progress
3	65	3000-4000	+ 180 hours Related Instruction
4	70	4000-5000	+ 360 hours Related Instruction
5	75	5000-6000	+ 540 hours Related Instruction
6	80	6000-8000	+ Satisfactory Progress
Completion	100	8000	+ 720 hours Related Instruction Completed

At the time of registration of these Standards, the QEW rate is \$33.00. The Registration Agency will be notified of any changes to the QEW rate in a timely manner.

To be advanced, the apprentice must have satisfactorily completed both requirements: OJT hours



and Related Training as indicated above.

5. PROBATIONARY PERIOD

Every applicant selected for an apprenticeship will serve a probationary period of 2000 on-the-job training hours. The first 2,000 hours of on-the-job training and satisfactory performance in related classroom training during such time shall constitute the probationary period. During this period the apprenticeship agreement may be canceled by either party without the formality of a hearing

6. SELECTION PROCEDURES

See page A- 10



Appendix A

ON-THE-JOB LEARNING OUTLINE

ELECTRICIAN

O*NET-SOC CODE: 47-2111.00

RAPIDS CODE: 0159

WORK PROCESS	APPROX. HOURS
PROJECT LAYOUT AND PLANNING	200
Reading and interpreting blueprints and specifications	
Coordination between crafts, engineers and architects	
Layout feeders, risers and branch circuits	
UNDERGROUND INSTALLATIONS	500
Trenching and ditch digging	
Direct burial	
Installing PVC/Rigid conduit	
Installing grounding electrode systems	
THINWALL CONDUIT RACEWAY SYSTEMS	1200
Fastening and supporting devices	
Conduit fabrication	
Installation of conduit, fittings and boxes	
RIGID CONDUIT RACEWAY SYSTEMS	1000
Fastening and supporting devices	
Bender setup	
Conduit fabrication	
Installation of conduit, fittings and boxes	
INSTALLING SERVICES, SWITCHBOARDS AND PANELS	500
Mounting devices	
Breaker installation	
Terminations	
FLOOR DUCT INSTALLATION	100
Transit/grade establishment	
Installing duct and fittings	
Core drilling and outlet installation	
MOTOR CONTROL CENTER INSTALLATION	100
Rigging and mounting	
Terminating feeders, branch circuits and control wiring	



INSTALLING, SPLICING & TERMINATING WIRES AND CABLES	1200
Establishing temporary power	
Feeders and branch circuits	
Control wiring	
Splices, taps and terminations	
 CABLE TRAY INSTALLATION	 250
Fabrication	
Installing support devices	
Installing cable tray and covers	
 LIGHTING SYSTEM INSTALLATION	 1000
Installing outlet boxes and conductors	
Installing fixtures	
Control devices	
 TESTING AND TROUBLESHOOTING FEEDERS, MOTORS AND BRANCH CIRCUITS	 100
Checking circuit continuity	
Identifying fault current to ground	
Meggering and Hi Potting	
Certifying system operations	
Repair and maintenance	
Ground verification	
 FIRE ALARM INSTALLATION	 300
Blueprint and specification interpretation	
Layout and circuit installation	
Control panel and device installation	
Programming and testing	
 MOTOR INSTALLATION	 250
Rigging and setting	
Alignment	
Circuiting and Terminations	
Testing	
 CONTROL SYSTEM INSTALLATION	 200
Blueprint and specification interpretation	
Layout and circuit installation	
Distributed control	
 INSTALLING AND PROGRAMMING PROGRAMMABLE LOGIC CONTROLLERS	 100
Module installation	
Control wiring and devices	
Programming	
 INSTALLING INSTRUMENTATION AND PROCESS CONTROL SYSTEMS	 250



Blueprint and specification interpretation	
Layout and installation	
Calibration	
SECURITY SYSTEM INSTALLATION	100
Blueprint and specification interpretation	
Layout	
Box and circuit installation	
Termination	
Testing	
INSTALLING SOUND AND COMMUNICATION SYSTEMS	150
Blueprint and specification interpretation	
Layout	
Conduit and box installation	
Installing panels and network	
Circuit installation	
Terminations and testing	
INSTALLING AND TERMINATING TRANSFORMERS	100
Rigging and mounting	
Primary and secondary terminations	
Testing and troubleshooting	
INSTALLING FIBER OPTIC CABLE	100
Equipment layout	
Installing cable	
Polishing and terminating	
Testing and verifying	
ALTERNATIVE ENERGY SOURCES (SOLAR, WIND, FUEL CELL, ETC.)	100
Blueprint and specification interpretation	
Layout and installation	
Testing, verifying and troubleshooting	
WELDING AND BRAZING	50
Machine setup	
Fabrication	
Welding, grinding and finishing	
SERVICE AND TROUBLESHOOTING	100
Testing and analysis and repair of motors, transformers, electrical devices, electronic devices, magnetic devices, lighting and power circuits, equipment and machinery, control circuits and devices	
MATERIAL HANDLING AND PRE-FABRICATION	250
Material/equipment awareness	



Fabricating for field installation	
SAFETY AWARENESS & OTHER SPECIALIZED AREAS	200
<hr/>	
TOTAL MINIMUM HOURS OF OJT	8,000



Appendix A

RELATED INSTRUCTION OUTLINE

ELECTRICIAN

O*NET-SOC CODE: 47-2111.00

RAPIDS CODE: 0159

Related instruction - This instruction shall include, but not be limited to:

Each apprentice shall be required to participate in non-compensable related instruction away from the job as specified below.

Topics to be studied (completed) as part of the required *electrical training ALLIANCE* curriculum shall include but not be limited to those listed below. The order of presentation and/or year of presentation may change from time to time.

FIRST YEAR – 180 HOURS MINIMUM

Codes and Standards

Electrical Theory

Industry Orientation

Installation Applications

Jobsite Skills and Practices

Safety Awareness

SECOND YEAR – 180 HOURS MINIMUM

Codes and Standards

Construction Documentation

Electrical Equipment

Electrical Theory

Industry Orientation

Installation Applications

Safety Awareness

THIRD YEAR – 180 HOURS MINIMUM

Codes and Standards

Construction Documentation

Construction Leadership

Electrical Systems

Electrical Theory

Safe Material and Equipment Handling

Safety Awareness



FOURTH YEAR – 180 HOURS MINIMUM (72 HOURS CORE MINIMUM AND 108 HOURS ADVANCED MINIMUM)

Codes and Standards
Construction Documentation
Electrical Control Systems
Electrical Systems
Electrical Equipment
Safety Awareness

ADVANCED TOPICS

Advanced Codes and Standards
Advanced Construction Documentation
Advanced Construction Leadership
Advanced Distributed Generation
Advanced Communications Systems
Advanced Control Systems
Advanced Electrical Equipment
Advanced Electrical Systems
Advanced Limited Energy Systems
Advanced Safety Awareness
Advanced Theory

The time spent in related classroom instruction, which may include blended learning, shall be in addition to the required minimum hours of OJT. The minimum number of classroom hours per year may change from time to time in order to meet training needs. Such changes must be properly approved by the Registration Agency.

The JATC shall secure competent instructors whose knowledge, experience and ability to teach shall be carefully examined and monitored. The instructors shall take the teacher training courses made available from the *electrical training ALLIANCE* (or state required equivalent) through attendance, participation and working towards completion of the Industry's Four-Year National Training Institute Teacher-Training program.

The JATC shall secure the instructional aids and equipment it deems necessary to provide quality instructions.

The instructors shall administer or oversee *electrical training ALLIANCE* standardized tests in a timely manner. Such tests shall be evaluated, scored, and reviewed with the class. If tests are not administered electronically, the instructor shall ensure that all tests and materials are collected and provided to the JATC.

The JATC shall monitor the apprentice's performance in related training and take appropriate action to encourage improvement where warranted. JATCs will require performance reports to be filled on a regular basis by each instructor, evaluating the apprentice's related instructional training performance. Such reports shall be maintained by the JATC as part of its official file for each apprentice, providing an accumulative record of performance in related training.



Appendix A

SELECTION PROCEDURES

ELECTRICIAN

O*NET-SOC CODE: 47-2111.00

RAPIDS CODE: 0159

Sponsor must select one (1) of the following:

1. ☐ ***Alternative selection methods***

The sponsor may select apprentices by any other method, including its present selection method, provided that the sponsor meets the requirements listed in 29 CFR § 30.5(b)(4).

2. ☒ ***Selection on basis of rank from pool of eligible applicants***

The sponsor may select apprentices from a pool of eligible applicants on the basis of the rank order of their scores on one or more qualification standards where there is a significant statistical relationship between rank order of scores and performance in the apprenticeship program. The selection of any qualification standards beyond minimum legal working age, the use of oral interviews, the notification of applicants, and the establishment of goals for the admission of minorities and women (minority and nonminority) into the pool of eligibles must proceed in accordance with the requirements of 29 CFR § 30.5(b)(1).

3. ☐ ***Random selection from pool of eligible applicants***

The sponsor may select apprentices from a pool of eligible applicants on a random basis. The method of random selection is subject to approval by the U.S. Department of Labor. Supervision of the random selection process shall be by an impartial person or persons selected by the sponsor but not associated with the administration of the apprenticeship program. The time and place of the selection, and the number of apprentices to be selected, shall be announced. The place of the selection shall be open to all applicants and the public. The names of apprentices drawn by this method shall be posted immediately following the selection at the program sponsor's place of business.

4. ☐ ***Selection from pool of current employees***

The sponsor may select apprentices from an eligibility pool of the workers already employed by the program sponsor or by the sponsor's established promotion policy. The sponsor adopting this method of selecting apprentices shall establish goals for the selection of minority and female apprentices, unless the sponsor concludes, in accordance with the provisions of 29 CFR §§ 30.4(d), (e), and (f) that it does not have deficiencies in terms of underutilization of minorities and/or women (minority and nonminority) in the apprenticeship of journeyworker occupations represented by the program.



SECTION I - DIRECT ENTRY

Sponsors that wish to invoke the direct entry provision may do so without regard to the existing selection procedure or minimum qualifications used for entry into the apprenticeship program. Individuals selected into the apprenticeship program via direct entry shall include only those individuals described below who have received training or employment in an occupation directly or indirectly related to the occupation(s) registered in these standards. The sponsor will award credit for previous experience in accordance with Section XII of these standards and will pay each apprentice at the wage rate commensurate with his or her skill attainment. The credit for previous experience shall be awarded without regard to race, color, religion, national origin, or sex. The methods for direct entry are as follows:

Sponsor must select the ones they will use

- A. ☒ A youth who has completed a Job Corps training program in any occupation covered in these standards and who meets the minimum qualifications of the apprenticeship program may be admitted directly into the program, or if no apprentice opening is available, the Job Corps graduate may be placed at the top of the current applicant ranking list and given first opportunity for placement. The sponsor will evaluate the Job Corps training received to grant appropriate credit on the term of apprenticeship. Entry of Job Corps graduates will be done without regard to race, color, religion, national origin, or sex. *(Note: This is a method of direct entry into the apprenticeship program.)*
- B. ☐ A youth who has completed a YouthBuild training program in any occupation covered in these standards and who meets the minimum qualifications of the apprenticeship program may be admitted directly into the program, or if no apprentice opening is available, the YouthBuild graduate may be placed at the top of the current applicant ranking list and given first opportunity for placement. The sponsor will evaluate the YouthBuild training received to grant appropriate credit on the term of apprenticeship. Entry of YouthBuild graduates will be done without regard to race, color, religion, national origin, or sex. *(Note: This is a method of direct entry into the apprenticeship program.)*
- C. ☐ A military veteran who is registered with the Helmets to Hardhats program or has completed military technical training school and/or participated in a registered apprenticeship program or related occupation while in the military in the registered occupations may be given direct entry into the apprenticeship program. The sponsor shall evaluate the military training received for granting appropriate credit on the term of apprenticeship and the appropriate wage rate. The sponsor will determine what training requirements the veteran needs to meet to ensure he or she receives all necessary training for completion of the apprenticeship program. Applicants must submit a DD-214 to verify military training and/or experience if they are a veteran and wish to receive consideration for such training/experience. Entry of military veterans shall be done without regard to race, color, religion, national origin, or sex. *(Note: This is a method of direct entry into the apprenticeship program.)*



- D. ☐ A former inmate of the U.S. Department of Justice Bureau of Prisons (BOP) who has participated in or successfully completed a specific BOP apprenticeship program may be given direct entry into the apprenticeship program. Sponsors agreeing to admit such individuals into apprenticeship must do so without regard to present minimum qualifications, eligibility lists, or scores on written apprenticeship entrance tests. Entry into the program by this method shall be done without regard to race, color, religion, national origin, or sex. ***(Note: This is a method of direct entry into the apprenticeship program.)***
- E. ☐ A senior citizen who has completed a Senior Community Service Employment Program (SCSEP) pre-apprenticeship training program in any health care occupation covered in these standards and who meets the minimum qualifications of the apprenticeship program may be admitted directly into the program, or if no apprentice opening is available, the SCSEP graduate may be placed at the top of the current applicant ranking list and given first opportunity for placement. The sponsor will evaluate the SCSEP training received to grant appropriate credit on the term of apprenticeship. Entry of SCSEP graduates will be done without regard to race, color, religion, national origin, or sex. ***(Note: This is a method of direct entry into the apprenticeship program for the health care industry.)***
- F. ☒ An individual who has completed a structured pre-apprenticeship training program that meets the requirements outlined in Training and Employment Notice 13-12, Defining a Quality Pre-Apprenticeship Program and Related Tools and Resources, in any occupational area covered in these standards of apprenticeship and who meets the minimum qualifications of the apprenticeship program may be admitted directly into the program. The candidate shall provide official documentation confirming that he or she fulfilled the specific requirements of the pre-apprenticeship program, such as completion/graduation certificates, transcripts, notarized letters of confirmation, and sworn statements. The sponsor will evaluate the training received to grant appropriate credit on the term of apprenticeship. Entry of pre-apprenticeship candidates shall be done without regard to race, color, religion, national origin, or sex. ***(Note: This is a method of direct entry into the apprenticeship program.)***

SECTION II - COMPLAINT PROCEDURE

- A. Any apprentice or applicant for apprenticeship who believes that he/she has been discriminated against on the basis of race, color, religion, national origin, or sex with regard to apprenticeship or that the equal opportunity standards with respect to his/her selection have not been followed in the operation of an apprenticeship program may, personally or through an authorized representative, file a complaint with the Arizona Apprenticeship Office (Registration Agency) or, at the apprentice or applicant's election, with the private review body established by the sponsor (if applicable).
- B. The complaint will be in writing and will be signed by the complainant. It must include the name, address, and telephone number of the person allegedly discriminated against, the sponsor involved, and a brief description of the circumstances of the failure to apply equal opportunity standards.



- C. The complaint must be filed not later than 180 days from the date of the alleged discrimination or specified failure to follow the equal opportunity standards. In the case of a complaint filed directly with the review body designated by the sponsor to review such complaints, any referral of such complaint by the complainant to the Registration Agency must occur within the time limitation stated above or 30 days from the final decision of such review body, whichever is later. The time may be extended by the Registration Agency for good cause shown.
- D. Complaints of discrimination and failure to follow equal opportunity standards in the apprenticeship program may be filed and processed under 29 CFR § 30 and the procedures as set forth above.
- E. The sponsor will provide a written notice of its complaint procedure to all applicants for apprenticeship and all apprentices.

SECTION III - MAINTENANCE OF APPLICATION AND SELECTION RECORDS

The sponsor will keep adequate records, including a summary of the qualifications of each applicant; the basis for evaluation and for selection or rejection of each applicant; the records pertaining to interviews of applicants; the original application for each applicant; information relative to the operation of the apprenticeship program, including, but not limited to, job assignment, promotion, demotion, layoff, or termination; rates of pay or other forms of compensation or conditions of work; hours including hours of work and, separately, hours of training provided; and any other records pertinent to a determination of compliance with 29 CFR § 30, as may be required by the U.S. Department of Labor. The records pertaining to individual applicants, selected or rejected, will be maintained in such manner as to permit the identification of minority and women (minority and nonminority) participants.

Each sponsor must retain a statement of its affirmative action plan for the prompt achievement of full and equal opportunity in apprenticeship, including all data and analyses made pursuant to the requirements of 29 CFR § 30.4. Each sponsor also must maintain evidence that its qualification standards have been validated in accordance with the requirements set forth in 29 CFR § 30.5(b).

If applicants are interviewed during the selection process, adequate records include a brief summary of each interview and the conclusions on each of the specific factors - e.g., motivation, ambition, and willingness to accept direction - that are part of the total judgment.

Records will be maintained for 5 years from the date of last action and made available upon request to the Arizona Apprenticeship Office and or the U.S. Department of Labor or another authorized representative.



SECTION VI - OFFICIAL ADOPTION OF SELECTION PROCEDURES


(Sponsor) hereby officially adopts these selection procedures on this 26th day of August, 2025.

Sponsor(s) may designate the appropriate person(s) to sign the standards on their behalf.


Signature of Sponsor (*designee*)

Jesse Towle

Printed Name


Signature of Sponsor (*designee*)

Joshua De Spain

Printed Name



Apprenticeship Arizona

Appendix B

AFFIRMATIVE ACTION PLAN

ADOPTED BY

Tucson Electrical JATC

**Southern Arizona Chapter, NECA
IBEW Local Union # 570**

AS REQUIRED UNDER TITLE 29, CODE OF FEDERAL REGULATIONS, PART 30

DEVELOPED IN COOPERATION WITH THE
U.S. DEPARTMENT OF LABOR
OFFICE OF APPRENTICESHIP

APPROVED BY: _____

William Higgins
William (Willie) Higgins
Arizona Apprenticeship Office
REGISTRATION AGENCY

DATE APPROVED: June 1, 2020

SECTION I - INTRODUCTION

TEJATC enters this affirmative action plan (AAP) in good faith to promote equality of opportunity in its registered apprenticeship program. If women and/or minorities are underutilized in the apprenticeship program, the sponsor seeks to increase the recruitment of qualified women and/or minorities for possible selection into the apprenticeship program. The sponsor hereby adopts the equal opportunity pledge located in Section II and the AAP.

This AAP is a supplement to the apprenticeship standards. Any changes made by the sponsor to the AAP will become part of this written AAP, once approved by the Arizona Apprenticeship Office (Registration Agency).

SECTION II - EQUAL OPPORTUNITY PLEDGE - 29 CFR §§ 29.5(b)(21) and 30.3(b)

The sponsor commits to the following equal opportunity pledge:

TEJATC will not discriminate against apprenticeship applicants or apprentices based on race, color, religion, national origin, sex (including pregnancy and gender identity), sexual orientation, genetic information, or because they are an individual with a disability or a person 40 years old or older. Tucson Electric Power will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, part 30.

SECTION III - ANALYSES AND GOALS

To ensure full utilization of minorities and women in the apprenticeship program, TEJATC will conduct analyses to determine whether minorities and/or females are being underutilized and, if they are, will establish appropriate goals for the full utilization of minorities and/or women in apprenticeship. To determine whether underutilization exists, TEJATC will analyze at least the following five factors:

- (1) The size of the working age minority and female (minority and nonminority) population in the program sponsor's labor market area;
- (2) The size of the minority and female (minority and nonminority) labor force in the program sponsor's labor market area;
- (3) The percentage of minority and female (minority and nonminority) participation as apprentices in the particular occupation as compared with the percentage of minorities and women (minority and nonminority) in the labor force in the program sponsor's labor market area;
- (4) The percentage of minority and female (minority and nonminority) participation as journeyworkers employed by the employer or employers participating in the program as compared with the percentage of minorities and women (minority and nonminority) in the sponsor's labor market area and the extent to which the sponsor should be expected to correct any deficiencies through the achievement of goals for the selection of apprentices; and
- (5) The general availability of minorities and women (minority and nonminority) with present or potential capacity for apprenticeship in the program sponsor's labor market area.

Underutilization exists if there are fewer minorities and/or women in the registered occupation(s) in the sponsor's apprenticeship program than would reasonably be expected in view of all relevant factors. If the sponsor detects underutilization of minorities and/or women in its apprenticeship program in the registered occupation(s), it will establish goals for the selection of minority and/or female applicants. (For further instructions, see the attached affirmative action plan workforce analysis worksheet.) The sponsor will make good-faith efforts to meet its goals.

SECTION IV - OUTREACH AND POSITIVE RECRUITMENT- 29 CFR § 30.4(c)

TEJATC will undertake appropriate outreach and positive recruitment efforts that would reasonably be expected to increase minorities' and women's participation in apprenticeship by expanding the opportunities of minorities and women to become eligible for apprenticeship selection. The sponsor will set forth the specific steps it intends to take under each selected effort below. The sponsor will undertake a significant number of activities to enable it to meet its obligations under 29 CFR § 30.4(c).

- A. TEJATC will disseminate information concerning the nature of the apprenticeship, requirements for admission to apprenticeship, availability of apprenticeship opportunities, sources of apprenticeship applications, and its equal opportunity policy to the following:
- Registration Agency
 - Women's centers
 - Local schools
 - Employment service offices
 - Other outreach programs and community organizations, including those that can effectively reach minorities and women
 - Newspapers, including those that are circulated in minority communities and among women
 - Social media outlets (Facebook, Twitter, Instagram, LinkedIn, etc.)
1. ☐ Sponsors of programs accepting applications only at specified intervals must disseminate the above information at least 30 days in advance of the earliest date for application at each interval.
2. ☐ Sponsors of programs customarily receiving applications throughout the year must disseminate the above information regularly, not less than semiannually.
- B. ☐ The sponsor will participate in annual workshops conducted by employment service agencies for the purpose of familiarizing school, employment service, and other appropriate personnel with the apprenticeship program and current opportunities.
- C. ☐ The sponsor will cooperate with local school boards and vocational educational systems to develop programs for preparing students to meet the standards and criteria required to qualify for entry into the apprenticeship program.
- D. ☐ The sponsor will communicate its equal opportunity policy internally in such a manner as to foster understanding, acceptance, and support of the policy among the sponsor's various officers, supervisors, employees, and members and to encourage such persons to take the necessary action to aid in meeting its obligation under 29 CFR § 30.

- E. ☐ The sponsor will engage in programs such as outreach for the positive recruitment and preparation of potential applicants for apprenticeships; where appropriate and feasible, such programs will provide for pretesting experience and training. In initiating and conducting these programs, the sponsor may be required to work with other sponsors and appropriate community organizations. The sponsor will also initiate programs to prepare women and encourage women to enter traditionally male programs.
- F. ☐ The sponsor will encourage the establishment and utilization of programs of pre-apprenticeship, preparatory occupational training, or others designed to afford related work experience or prepare candidates for apprenticeship. The sponsor will make appropriate provisions in its AAP to assure that those who complete such programs are afforded full and equal opportunity for admission into the apprenticeship program.
- G. ☐ The sponsor will utilize journeyworkers to assist in the implementation of its AAP.
- H. ☐ The sponsor will grant advance standing or credit based on previously acquired experience, training, skills, or aptitude for all applicants equally.
- I. ☐ The sponsor will take other appropriate action to ensure that the recruitment, selection, employment, and training of apprentices during their apprenticeship will be without discrimination because of race, color, religion, national origin, or sex (e.g., general publication of apprenticeship opportunities and advantages in advertisements, industry reports, articles, etc.; use of present minority and women apprentices and journeyworkers as recruiters; career counseling; periodic auditing of AAPs and activities; and development of reasonable procedures to ensure equal employment opportunity, including reporting systems, on-site reviews, and briefing sessions).

For each item checked in Section IV, describe in detail each specific step that the sponsor will undertake to fulfill that outreach and recruitment step:

(Add pages as necessary)

SECTION V - ANNUAL REVIEW OF AFFIRMATIVE ACTION PLAN

The sponsor will make an annual review of its current AAP and its overall effectiveness and will institute any revisions or modifications warranted. The review will analyze the affirmative action steps (independently and collectively) taken by the sponsor to evaluate their effectiveness in ensuring equal opportunity in all aspects of apprenticeship, including recruitment, selection, employment, and training. The sponsor will continually monitor these processes in order to identify and address any barriers to equal opportunity. This may require that the sponsor identify the need for new affirmative action efforts and/or deletion of ineffective existing activities. All changes to the AAP must be submitted to the Arizona Apprenticeship Office (Registration Agency) for approval.

SECTION VI - OFFICIAL ADOPTION OF AFFIRMATIVE ACTION PLAN

TEJATC hereby officially adopt this Affirmative Action Plan on this 1st day of June 2020

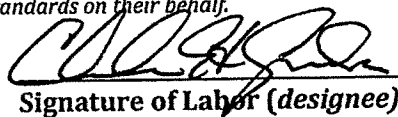
Sponsor(s) may designate the appropriate person(s) to sign the standards on their behalf.



Signature of Management (*designee*)

JOHN F. HOSTY

Printed Name



Signature of Labor (*designee*)

Charles H. Grube

Printed Name

Signature of Management (*designee*)

Printed Name

Signature of Labor (*designee*)

Printed Name



Apprenticeship Arizona



Appendix D

EMPLOYER ACCEPTANCE AGREEMENT

**ADOPTED BY
Tucson Electrical Joint Apprenticeship and Training
Committee
Representing the**

**Southern Arizona
National Electrical Contractors Association, Inc.
And the
International Brotherhood of Electrical Workers
Local 570**

**DEVELOPED IN COOPERATION WITH THE
U. S. DEPARTMENT OF LABOR
OFFICE OF APPRENTICESHIP**

APPENDIX D

EMPLOYER ACCEPTANCE AGREEMENT

The undersigned employer hereby subscribes to the provisions of the Apprenticeship Standards formulated and registered by the **Tucson Electrical Joint Apprenticeship and Training Committee Representing Southern Arizona National Electrical Contractors Association, Inc., and the International Brotherhood of Electrical Workers Local 570** and agrees to carry out the intent and purpose of said Standards and to abide by the rules and decisions of the Sponsor established under these Apprenticeship Standards. We have been furnished a copy of the Standards and have read and understood them, and request certification to train apprentices under the provisions of these Standards. On-the-job, the apprentice is hereby guaranteed assignment to a skilled and competent journeyworker and is guaranteed that the work assigned to the apprentice will be rotated so as to ensure training in all phases of work. The employer further agrees to accept for employment apprentices who are selected and referred to him/her by the Apprenticeship Committee to the extent appropriate employment opportunities are available. This employer acceptance agreement will remain in effect until cancelled voluntarily or revoked by the Sponsor or Registration Agency.

Signed: _____

Date: _____

Title: _____

Name of Company:

Address:

City/State/Zip Code:

Phone Number:

FAX:

Email:

cc: Registration Agency

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