

APPRENTICESHIP STANDARDS.
of the
NORTHERN CALIFORNIA & NEVADA FINISHING TRADES
INSTITUTE JOINT APPRENTICESHIP TRAINING
COMMITTEE

ARTICLE I Purpose and Policy

The parties hereto declare it to be their purpose and policy to establish an organized, planned system of apprenticeship, conducted as a joint labor and management- industry undertaking. These standards have, therefore, been adopted and agreed upon under the Shelley-Maloney Apprentice Labor Standards Act of 1939, as amended, to govern the employment and training of apprentices in the Glazing Trade defined herein, to become effective upon their approval.

ARTICLE II Occupations

<u>Craft</u>	<u>O-NetCode</u>	<u>Attachment #</u>
Glazier	47-2121.00	Attachment C

ARTICLE III Organization

There is hereby established the above named apprenticeship committee covering:

All of the state of Nevada including,

Washoe, Carson City, Douglas, Storey, Lyon, Churchill, Pershing, Humboldt, Lander, Elko, Eureka, White Pine, Clark, Lincoln, Nye, Esmerelda and Mineral Counties.

Consisting of six (6) members, three (3) of whom shall be selected by and represent the employer organization(s) signatory hereto, and three (3) of whom shall be selected by and represent the employee organization signatory hereto and such other advisors as the committee shall determine. Such advisors shall act without vote. A quorum shall consist of one labor and one management board member.

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ARTICLE IV Jurisdiction and Collective Bargaining Agreements

1. These standards shall apply to the employer and employee organizations signatory hereto; their members, to other employers who subscribe hereto or who are party to a collective bargaining agreement with an employee organization (s) signatory hereto, and to all apprentice agreements hereunder.
2. No provisions in these Standards of Apprenticeship shall be construed as permitting violation of any applicable local, State or Federal laws or regulations.
3. Nothing in these Standards of Apprenticeship shall be interpreted as being inconsistent with existing or subsequent collective bargaining agreements establishing higher standards. In the event of a conflict the higher standards, whether in the Apprenticeship Standards or collective bargaining agreement, shall prevail.

ARTICLE V Functions

The functions of the apprenticeship committee shall be to:

1. Develop an efficient program of apprenticeship through systematic on-the-job training with related and supplemental instruction and periodic evaluation of each apprentice;
2. Make periodic evaluations of the progress of each apprentice's on-the-job training related and supplemental instruction;
3. Establish a mechanism to be used for the rotation of the apprentice from work process to work process to assure the apprentice complete training;
4. Ensure mobility between employers when essential to provide exposure and training in various work processes;
5. Serve in an advisory capacity with employers and employees in matters pertaining to these standards;
6. Aid in the adjustment of apprenticeship disputes;
7. Develop fair and impartial selection procedures and an affirmative action plan in accordance with existing laws and regulations, and to apply them uniformly in the selection of applicants for apprenticeship; The selection procedures and affirmative action plan are included herein (Attachment XX);

ARTICLE VI Responsibilities

The responsibilities of the apprenticeship committee shall be to:

1. Supervise the administration and enforcement of these standards;
2. Adopt such rules and regulations as are necessary to govern the program provided, however, that the rules and regulations do not conflict with these standards;

3. Oversee the program's ability, including financial ability, and commitment to meet and carry out its responsibilities under the federal and state law and regulations applicable to the apprenticeable occupation and for the welfare of the apprentice;
4. Conduct orientations, workshops or other educational sessions for employers to explain the apprenticeship program's standards and the operation of the apprenticeship program;
5. Pass upon the qualification of employers under its jurisdiction and, when appropriate, to suspend or withdraw approval;
6. Conduct on-going evaluation of the interest and capacity of employers to participate in apprenticeship program and to train apprentices on the job;
7. Determine if an employer has the work site facilities, skilled workers as trainers at the work site, and equipment sufficient to train apprentices;
8. Pass upon the qualifications of apprentice applicants;
9. File a signed copy of each apprentice agreement with the State of Nevada Apprenticeship Council, with copies to all parties to the agreement;
10. Establish and maintain a record system for on-the-job training and related instruction;
11. Use every effort to keep the apprentice employed in a reasonably continuous manner and adequately instructed;
12. Provide disciplinary procedures for apprentices including provisions for fair hearings;
13. Adapt changes to these standards, as necessary, subject to the approval of the parties hereto and the State of Nevada Apprenticeship Council;
14. Implement a program for training and education regarding illegal discrimination and sexual harassment;
15. Prepare and submit an annual Self-Assessment Review, and Program Improvement Plan;
16. Participate in the development of, and/or comply with approved industry training criteria;
17. Ensure there is meaningful representation of the interests of apprentices in the management of the program.

ARTICLE VII Definition of an Apprentice

An apprentice is a person at least 18 years of age, who has met the requirements for selection under the selection procedures, who is engaged in learning the glazing trade and who has entered into a written apprentice agreement under the provisions of these standards.

An apprentice is one who has signed an individual apprentice agreement with the program sponsor under these standards, which agreement has been approved by the State of Nevada Apprenticeship Council

ARTICLE VIII Duties of an Apprentice

Each apprentice shall satisfactorily perform all work and learning assignments both on the job and in Related Supplemental Instruction (RSI) and shall comply with the rules, regulations and decisions of the apprenticeship committee.

ARTICLE IX Apprentice Agreement

1. Each apprentice agreement shall conform to the State law governing apprentice agreements, and shall be signed by the employer or by the apprenticeship committee and by the apprentices and must be approved by the apprenticeship committee.
2. Each apprentice shall be furnished a copy of or be given an opportunity to study these standards before indenture. These standards shall be considered a part of the apprentice agreement as though expressly written therein.
3. OWINN is the registration agency.
4. Registration of apprenticeship agreements, amendments, cancellations and completions shall be submitted to OWINN within 10 business days.
5. All complaints should be addressed to Harry Mowrey, Apprenticeship Coordinator, 523 Vista Blvd Sparks NV. 89434.

ARTICLE X Termination and Transfer of Agreements

- I. During the probationary period, an apprentice agreement shall be terminated by the apprenticeship committee at the request in writing of either party. After such probationary period, an apprentice agreement may be terminated by the Administrator by mutual agreement of all the parties thereto or cancelled by the Administrator for good and sufficient reason.
If an employer is unable to fulfill his/her obligations to train under any apprentice agreement or in the event of a layoff, the apprenticeship committee may, with the approval of the Administrator, transfer such agreement to any other employer if the apprentice consents and such other employer agrees to assume the obligation of said apprenticeship agreement.

ARTICLE XI Related and Supplemental Instruction

1. Apprentices shall satisfactorily complete prescribed courses of related and supplemental instruction. (*See Course Outline*)
2. Required school time shall not be compensated.

ARTICLE XII Lay-off

1. If for any reason a lay-off of an apprentice occurs, the apprentice agreement shall remain in effect unless cancelled by the Administrator. However, credit for related instruction shall be given when the apprentice continues such instruction during the lay-off.
2. There shall be no liability on the part of the employer or the JATC for an injury sustained by an apprentice engaged in schoolwork at a time when the apprentice is unemployed.

ARTICLE XIII Controversies

All controversies or differences concerning apprentice agreements that cannot be adjusted locally by the apprenticeship committee or otherwise shall be submitted to the Administrator for determination.

ARTICLE XIV Term of Apprenticeship

Apprentices indentured will serve an indenture of,
Eight thousand (8,000) hours and shall be completed within five (5) years; the first 1000 hours, 72 hours of related and supplemental instruction and not more than one (1) year shall be a probationary period.

ARTICLE XV Ratio

A qualified employer shall be permitted to employ more than one (1) Apprentice for each three (3) Journeyperson is regularly employed. Such Agreement(s) are hereby included in these Standards by reference.

ARTICLE XVI Wage Schedule

<u>Craft</u>	<u>Q* - Nel Code</u> <u>Attachment #</u>
Glazier	47-2121.00 Attachment C

Straight time hours per day: 8 hours, 40 hours per week.

Overtime Provisions: Overtime shall be paid at the rate of one and one-half (1 ½) time the wage rate for work over eight (8) hours a day Monday-Friday unless employer is authorized to have employees work a 4 day ten hour schedule, and for work on Saturday and Off Fridays. Sundays and all Holidays shall be paid at the rate of two (2) times the wage rate for an eight (8) hour day.

The work day and work week and all other conditions of employments for apprentices shall conform to all applicable laws and regulations and shall not be greater than those journeypersons. Overtime shall not be allowed if it will interfere with or impair the training or be detrimental to the health and safety of the apprentice.

Article XVII Work Training

1. The employer shall see that all apprentices are under the supervision of a qualified journeyman or instructor and shall provide the necessary diversified experience and training in order to train and develop the apprentice into a skilled worker, proficient in all the work processes of a trade as outlined herein. Apprentices shall also be trained in the use of new equipment, materials and processes as they come into use in the occupation.
2. The major work processes in which apprentices will be trained (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are as follows:

<u>Work Process</u>	<u>Hours</u>
General Glass Cutting	250
General Glazing and Replacements	1,750
Mirrors and Specialties	250
Miscellaneous, General Shop, Photovoltaic systems and Welding	1,250
Fabrication of Store Front Metal	1,750
Setting of Store Front Window Wall and Curtain Wall systems	1,750

Doors and Door Hardware	250
Caulking, Weatherization, Insulation and Green Practices	500
Layout	250
Total	8,000

ARTICLE XVIII Safety, Health, and Recognition of Illegal Discrimination and Sexual Harassment

1. Each apprentice shall receive training and education in first aid, safe working practices and in the recognition of occupational health and safety hazards.
2. Each apprentice shall receive training in the recognition of illegal discrimination and sexual harassment.

ARTICLE XIX Certificate of Completion

1. Upon evidence of satisfactory completion of apprenticeship, and upon the recommendation of the apprenticeship committee, each apprentice will be issued a Certificate of Completion by the authority of the Nevada State Apprenticeship Council.
2. In recognition of unusual ability and progress, the apprenticeship committee may decrease the term of apprenticeship for an individual apprentice not more than twelve and one-half (12-½ percent).
3. An apprentice may be credited time for previous experience if that experience is of an approved nature, and shall have completed not less than six months as an apprentice.

Article XX - ADJUSTING DIFFERENCES/COMPLAINT PROCEDURE – Title 29 CFR 29.5(b)(22), 29.7(k) and 30.11

The FTI of Northern California and Nevada will have full authority to supervise the enforcement of these Apprenticeship Standards. Its decision will be final and binding on the employer, the local union, and the apprentice, unless otherwise noted below.

If an applicant or an apprentice believes an issue exists that adversely affects his/her participation in the apprenticeship program or violates the provisions of the Apprenticeship Agreement or Standards, relief may be sought through one or more of the following avenues, based on the nature of the issue:

Title 29 CFR 29.7(k)

For issues regarding wages, hours, working conditions, and other issues covered by the CBA, apprentices may seek resolution through the applicable Grievance and Arbitration procedures contained in the Articles of the CBA.

The JATC will hear and resolve all complaints of violations concerning the Apprenticeship Agreement and the registered Apprenticeship Standards, for which written notification is received within fifteen (15) days of violations. The JATC will make such rulings as it deems necessary in each individual case and within thirty (30) days of receiving the written notification. Either party to the Apprenticeship Agreement may consult with the Registration Agency for an interpretation of any provision of the Standards over which differences occur. The name and address of the appropriate authority to receive, process and make disposition of complaints is: Nevada State Apprenticeship Council, located at,

**STATE OF NEVADA
NEVADA STATE APPRENTICESHIP COUNCIL
555 EAST WASHINGTON AVENUE, 4800
LAS VEGAS NV 89101
(702) 486-2650**

If the apprentice believes the JATC did not resolve the issue to his/her satisfaction, the apprentice may appeal to the Registration Agency.

Title 29 CFR 30.11

Any apprentice or applicant for apprenticeship who believes 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 the apprenticeship program, may personally or through an authorized representative contact the Federal Equal Employment Opportunity Commission (EEOC), or the Registration Agency.

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 Program Sponsor involved, and a brief description of the circumstances of the failure to apply equal opportunity standards.

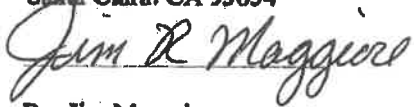
The complaint must be filed not later than one hundred and eighty days (180) from the date of the alleged discrimination or specified failure to follow the equal opportunity standards, and in case of complaints filed directly with the review body designated by the Program Sponsor to review such complaints, any referral of such complaint by the complainant to the Registration Agency must occur within the time limitation stated above or thirty (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.

Complaints of discrimination in the apprenticeship program may be filed and processed under Title 29, CFR part 30, and the procedures as set forth above. The JATC will provide written notice of its complaint procedure to all applicants for apprenticeship and all apprentices.

The foregoing standards are hereby agreed to and adopted on _____

Employer Organization

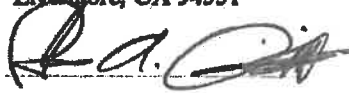
Jim Maggiore
Royal Glass Co. Inc.
3200 De La Cruz Blvd.
Santa Clara, CA 95054



By: Jim Maggiore
Executive Vice President / Principle

Employee Organization

Robert Williams
District Council 16 IUPAT
2705 Constitution Drive.
Livermore, CA 94551



By: Robert Williams - BMST

_____ **Date** _____

Richard J. Williams
Nevada State Apprenticeship Director

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 1G-A

OSHA-30: INTRODUCTION TO BASIC SAFETY AND DISASTER RESPONSE

CLASS HOURS -40

TOPICS TO BE COVERED:

- I. OSHA -30 Hazardous-Communications ~~32 Hours~~
- Intro to OSHA
 - General Safety and Health Provisions – Subpart C
 - Inspections, Citations and Proposed Penalties
 - Hazard Communications – Subpart D
 - Fall Protection
 - Scaffold
 - Ladders
 - Slips, Trips and Falls
 - Personal Protective and Life Saving Equipment-Subpart D
 - Respiratory Protection
 - Asbestos
 - Lead
 - Silica
 - Confined Space
 - Electrical-Subpart K
 - Fire Protection
 - Welding
 - Material Handling, Storage use and Disposal
 - Hand and Power Tool Safety
 - Ergonomics
 - Heat exhaustion and Dehydration Prevention
 - Rigging
 - Cranes Outdoor and Cranes-Indoor
 - Caught in Between
 - Excavation
 - Lock Out, Tag Out
 - Concrete and Masonry Construction

- II. Disaster Response Training 8 Hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices will be able to identify unsafe working conditions and acts. Have a working knowledge in responding to a Disaster. Students will learn about OSHA and how it applies to their safety.

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands- On Training:

COURSE 1G-B

**CORE TRAINING: INTRODUCTION TO THE UNION AND CONSTRUCTION
TRADES.**

CLASS HOURS-40

TOPICS TO BE COVERED:

I. History	4Hours
II. First Aid CPR/AED	8 Hours
III. Sexual Harassment	2Hours
IV. Green Building Awareness	4 Hours
V. Math for the Construction Trades	8 Hours
VI. Survival of the Fittest	2 Hours
VII. Flagging and Traffic Control	8 Hour
VIII. Review Examination	4 Hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices will be able to identify Green building awareness. Have a working knowledge of respiratory protection. Students will learn what the definition of Construction Organizing, Membership Education, and Training Labor History.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration.
4. Films, slides and videos
5. Hands- On Training:

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 1G-C

**CORE TRAINING: Leadership, Professional Development and Architectural
Drawings / Blueprint Reading and Booms / Lifts**

CLASS HOURS-40

TOPICS, TO BE COVERED:

I. Ergonomics	4 hours
II. Architectural Drawings and Blueprint Reading	16 hours
III. RRP Lead Abatement Awareness for the Worker	8 hours
IV. Booms and Lifts	8 hours
V. Review Examination	4 hours

Anticipated Results: Apprentices will learn High Performance High Value in each course¹ topic. Apprentices should have basic understanding of Architectural Drawings and BluePrint Reading. Students will learn Lead Awareness and safe operating procedures of Booms and Lifts.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands- On Training:

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 1G -D

INTRODUCTION TO THE TOOLS NEEDED AND GLASS CUTTING

COURSE HOURS- 40

TOPICS TO BE COVERED:

- | | | |
|------|---|----------|
| I. | Introduction to the tools needed and basic job safety | 12 hours |
| | <ul style="list-style-type: none">• Tools of the trade and safety in their uses.• General job conditions• Safe work practices 1&2 | |
| II. | Glass Cutting, Handling and Fabrication | 24 hours |
| III. | Review Examination | 4 hours |

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should have basic understanding of the tools needed for the trade. Students will learn and understand the processes of glass cutting techniques.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands- On Training:

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 2G-A

INTRODUCTION TO PUTTY GLAZING AND STAINED GLASS

COURSE HOURS- 40

TOPICS TO BE COVERED:

I.	Setting Blocks & Gaskets	2 hours
II.	Glass Replacement & Putty Glazing	16 hours
III.	Art Stained Glass	4 hours
IV.	Scaffold / Swing stage Training	14 hours
V.	Review Examination	4 hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should have basic knowledge of proper setting of glass and putty glazing. Students will learn the art of stained glass.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands- On Training:

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 1G-B

INTRODUCTION TO MIRRORS & SHOWER DOORS

COURSE HOURS- 40

TOPICS TO BE COVERED

I. Aquariums/Shower Doors	4 Hours
II. Mirrors/Layout	12 Hours
III. Mirror Mounting Methods	16 Hours
IV. Hole Drilling	4 Hour
V. Review Examination	4 Hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should have a working knowledge of installing mirrors and shower doors. Students will learn how to layout mirrors and prep working areas.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands- On Training:

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 2G-C

INTRODUCTION TO SHOP DRAWINGS, CAULKING & SEALANTS

CLASS HOURS - 40

TOPICS TO BE COVERED:

I. Basic Computing / Sketching	4 hours
II. Shop Drawings	16 hours
III. Caulking & Sealants	16 hours
IV. Review and Examination	4 hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should have a working knowledge of weatherization and proper caulking techniques. Students will learn how to read blue prints and shop drawings,

Teaching Methods:

- 1. Lecture**
- 2. Guest Speaker**
- 3. Demonstration**
- 4. Films, slides and videos**
- 5. Hands- On Training:**

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 2G-D

INTRODUCTION TO STOREFRONT

CLASS HOURS - 40

TOPICS TO BE COVERED

I. List of Materials	2 Hours
II. Fabricating Storefront	6 Hours
III. Storefront layout and Measurement	8 Hours
IV. Glazing and Sealing Storefront	8 Hours
V. Aluminum Entrances/Calculations	12 Hours
VI. Review and Examinations:	4 Hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should have basic knowledge on installing storefront and aluminum entrances. Students will learn how to layout and fabricate storefront materials.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands- On Training:

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 3G-A

INTRODUCTION TO HARDWARE.

CLASS HOURS- 40 TOPICS TO BE COVERED

I. Hinges, Pivots, Closers & Accessories	12 hours
II. Panic Hardware	12 hours
III. Locks and Bolts	12 hours
IV. Review and Examination	4 hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should have basic understanding ondoor hardware.
Students will learn how to install panics, hinges, pivots and closers.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands- On Training

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 3G-B

INTRODUCTION TO TRANSITS AND LEVELS

CLASS HOURS- 40

TOPICS TO BE COVERED

I. Transits and Levels	8 Hours
II. Revolving Doors	8 Hours
III. Ribbon Wall System	8 Hours
IV. Pressurewall	8 Hours
V. Safety Glazing Codes	4 Hours
VI. Review and Examination	4 Hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should have an understanding of proper setup and use of Transits and Levels. Students will learn the Safety Glazing Codes as well as Revolving Doors, Ribbon Wall and Pressure Wall Systems.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands-On Training

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 3G-C

INTRODUCTIONS TO PANEL SYSTEMS AND WEATHERIZATION

CLASS HOURS- 40.

TOPICS TO BE COVERED

I.	Spandrel, Architectural Panel Systems	12 hours
II.	Insulated and High Performance Glass	4 hours
III.	Structural Glazing	8 hours
IV.	Weatherization and Green Practices	4 hours
V.	Plastics	8 hours
VI.	Review and Examination	4 hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic.. Apprentices should have an understanding of Panel systems, insulated and high performance glass. Students will learn about weatherization and green practices.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands- On Training:

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 3G-D -

TECHNIQUES OF FABRICATION AND LAYOUT

CLASS HOURS- 40

TOPICS TO BE COVERED

I. Layout of Curtain Wall	8 Hours
II. Fabrication of Curtain Wall	8 Hours
III. Installation of Curtain Wall	8 Hours
IV. Rigging, Hoisting, and Signaling	12 Hours
V. Review & Examination	4 Hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should demonstrate proficiency in technique and knowledge of materials in a "Mock-up" context. Apprentice will demonstrate that they possess sufficient skill and knowledge to prepare them for Journey-level performance on the job.

Teaching Methods:

1. Lecture.
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands- On Training:

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 4G - A

INTRODUCTION TO SOLAR AND ENERGY EFFICIENT SYSTEMS

CLASS HOURS - 40 TOPICS TO BE COVERED

I.	Solar Energy Fundamentals	12 hours
II.	Solar System Fundamentals	12 hours
III.	Energy Efficient Systems	12 hours
IV.	Review and Examination	4 hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should have basic understanding of Solar Energy fundamentals as well as Solar Systems. Students will learn the safety and energy efficiency in the systems.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands- On Training:

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 4G – B

INTRODUCTION TO INSTALL SOLAR AND PV SYSTEMS

CLASS HOURS – 40

TOPICS TO BE COVERED

I.	Installing Solar PV Panels.	16 hours
II.	Arrays and Sub Systems	16 hours
III.	Markets and Applications	4 hours
IV.	Review and Examination	4 hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should have an understanding of Arrays and Subsystems. Apprentices will learn how to install Solar and PV Panel Systems.

Teaching Methods:

1. Lecture
2. Guest Speaker
3. Demonstration
4. Films, slides and videos
5. Hands.; On Training:

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 4G – C

INTRODUCTION TO WELDING

CLASS HOURS – 40

TOPICS TO BE COVERED

I.	Welding Safety	12 hours
II.	Welding Fundamentals	12 hours
III.	Basic Welding	12 hours
IV.	Review and Examination	4 hours

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should have an understanding of welding. Students will learn the basic fundamentals of welding and safety as well as ANSI Z49.1.

Teaching Methods:

- 1. Lecture**
- 2. Demonstration**
- 3. Films, slides and videos**
- 4. Hands.; On Training:**

**NORTHERN CALIFORNIA & NEVADA FINISHING TRADES INSTITUTE GLAZIERS
COURSE OUTLINE**

COURSE 4G-D

FINAL PROJECT

CLASS HOURS 40

TOPICS TO BE COVERED

- | | |
|----------------------------|----------|
| I. Final Project | 36 Hours |
| II. Review and Examination | 4 Hours |

Anticipated Results: Apprentices will learn High Performance High Value in each course topic. Apprentices should demonstrate proficiency in techniques and knowledge of materials in a "Mock-up" context. Apprentice will demonstrate that they possess sufficient skills and knowledge to prepare them for Journey level performance on the job.

Teaching Methods:

- 1. Lecture**
- 2. Demonstration**
- 3. Films, slides and videos**
- 4. Hands; On Training:**

Appendix A District Council 16

Nevada Glazing Industry Master Agreement Wage & Benefits Schedule Effective February 29, 2020

TAKABLE INT. WAGE	REARISE & VACATION	HOPE PREMIUM	ACTIV	FT	Hourly Premium	TOLP	MTS STEP	STEP	LUMP	ADMINISTRATIVE Dues Check-Off	INCLUDING Dues Check-Off	SEAT PFC-C	Wage Penalty Dues Check-Off	ID Adm. Dues Check-Off	TOTAL PAYABLE
JOURNEYMAN GLAZIER															
MASTER GLAZIER	\$9.25	\$16.16	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$2.00	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$78.43
GLAZIER FOREMAN	\$9.25	\$16.16	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$2.00	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$83.33
GLAZIER SUPERINTENDENT	\$9.25	\$16.16	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$2.00	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$85.77
ARCHITECTURAL GLAZIER															
ARCHITECTURAL GLAZIER	\$9.25	\$10.42	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$0.50	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$51.61
GLAZIER APPRENTICE															
40% Master Apprentice	\$5.64	\$3.77	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$1.20	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$32.26
46% Master Apprentice	\$5.64	\$3.77	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$1.20	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$35.20
52% Master Apprentice	\$5.64	\$3.77	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$1.20	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$38.13
58% Master Apprentice	\$5.64	\$3.77	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$1.20	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$41.07
64% Master Apprentice	\$9.25	\$16.12	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$2.00	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$60.77
70% Master Apprentice	\$9.25	\$16.12	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$2.00	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$63.71
76% Master Apprentice	\$9.25	\$16.12	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$2.00	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$66.64
82% Master Apprentice	\$40.14	\$16.15	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$2.00	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$69.61
88% Master Apprentice	\$43.08	\$16.16	\$0.69	\$0.05	\$0.40	\$0.10	\$0.28	\$2.00	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$72.56
94% Master Apprentice	\$46.01	\$16.16	\$0.69	\$0.05	\$0.40	\$0.10	\$0.25	\$2.00	\$0.58	(3% of gross wages)	(\$0.25)	(\$0.05)	(\$1.00)	(\$0.05)	\$75.49

() Administrative Dues Check-Off, Organizing Dues Check-Off, IUPAT P.A.T.-C, Wage Equality Dues Check-Off & IU Administrative Dues Check-Off are Deductions from All Worker's Wages



**APPENDIX B
(GLAZIER)**

**STATE OF NEVADA
NEVADA STATE APPRENTICESHIP COUNCIL
555 EAST WASHINGTON AVENUE # 4100
LAS VEGAS NV 89101**

APPRENTICESHIP AGREEMENT FOR OFFICE USE ONLY I.D. NO. _____

This agreement entered into this _____ day of _____, 20____, between,

Apprentice Name (PLEASE PRINT) _____	AND Nevada Finishing Trades Institute JATC
Address _____ City, State, Zip _____	Program Sponsor Name 1818 Hymer Avenue Sparks NV 89431
Apprentice Signature _____	Program Address _____ City, State, Zip _____ Harry D. Mowrey Officer's Name (PLEASE PRINT)
Parent or Guardian If Apprentice is a Minor D. O. B. _____	Officer's Signature Program No. NV002510001

APPRENTICE INFORMATION:

VETERAN STATUS: <input type="checkbox"/> Yes No	ETHNIC DERIVATION: <input type="checkbox"/> Black (Not Hispanic) <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> White (non Hispanic) <input type="checkbox"/> Alaskan Native	<input type="checkbox"/> Hispanic <input type="checkbox"/> Female <input type="checkbox"/> Pacific Islander	SEX: <input type="checkbox"/> Male <input type="checkbox"/> 8 TH <input type="checkbox"/> 9 TH <input type="checkbox"/> None	EDUCATION: <input type="checkbox"/> High School Diploma <input type="checkbox"/> GED -12 th grade
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CREDIT FOR PREVIOUS EXPERIENCE: Hours _____ Dates Previously In Program _____ IF OVER 50% CREDIT Transfer (State) _____ Other Employment: _____	CREDIT FOR RELATED INSTRUCTION: Hours _____
Trade <u>Glazier</u> Term (Hrs) <u>8000</u> Probation Period: <u>6 Months</u>	

Related instruction Hours per year 144 Hours per day 8 Hours per week to be worked by apprentice 40

APPRENTICE WAGES: The apprentice schedule of pay shall be listed for each advancement period (The apprentice rate is by percentage of the journeymans rate unless otherwise indicated.)

Period 1	2	3	4	5	6	7	8	9	10	
40%	45%	52%	58%	64%	70%	76%	82%	88%	94%	100%
Term (hours)	Percent									
800	800	800	800	800	800	800	800	800	800	Journeyman

Major Work Process:
See Standards
Special Provisions:
Either party may terminate the Agreement by submitting written notification of termination to the approving agency; but, if such notifications are submitted after completion of the probationary period, the reason for termination shall be given. Due notice thereof must be given to the APPRENTICE, as well as an opportunity to be heard and reasonable opportunity for corrective action. The provisions on this form are acknowledged as a binding part of this agreement by the signators; and

The terms of the Nevada State Apprenticeship statutes, regulations and standards are incorporated as a binding part of this Agreement and are acknowledged by the signators; and
That the APPRENTICE shall not be discriminated against with respect to hire, advancement, compensation or other terms, conditions or privileges of employment because of race, color, religion creed, national origin or ancestry, sex, age, or occupationally irrelevant physical requirements.

IN WITNESS WHEREOF, the parties hereto have set their hands on the dates indicated above:
Registered by the Nevada State Apprenticeship Council on _____
Secretary - Director of Apprenticeship

*Warning: this agreement does not constitute a certification under NRS 610 or Title 29, CFR, Part 5 for the employment on the apprentice on Federal or State financed projects. Current certification must be obtained from the Nevada State Apprenticeship Council or Bureau of Apprenticeship & Training.

APPENDIX C
AFFIRMATIVE ACTION PLAN

The Nevada Finishing Trades Institute Joint Apprenticeship and Training Committee pledges that the recruitment, selection and training of Apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, sex, sexual orientation, age (40 or older) genetic information, and disability.. The following activities shall constitute the Affirmative Action Plan. The Committee will make a good faith effort to participate in these activities to accomplish the goals of N.A.C. 610.510 through 610.990 and to comply with 29 CFR 30.

This program has opted to use Alternative Selection Method number four (4) as provided by the Nevada State Plan for Equal Opportunity of Apprenticeship.

1. Announcement of apprenticeship opportunities shall be made at least semi-annually. Announcements shall be made to:
 - a. O.W.I.N.N.
 - b. Bureau of Apprenticeship and Training, Department of Labor.
 - c. Nevada Employment Service in each of its offices within the Committees jurisdiction.
 - d. Representative groups identified with minorities and/or females.
 - e. Such other appropriate groups as directed by the Nevada State Apprenticeship Council, i.e., local newspaper.
2. Participate in workshops conducted by the Nevada State Apprenticeship Council, bona fide organizations of apprenticeship coordinators for the purpose of furthering apprenticeship opportunities available.
3. Cooperate with local school boards and vocational education systems to develop a familiarization with the needs of the industry and the qualifications required of Apprentices.
4. The Nevada Finishing Trades Institute Joint Apprenticeship and Training Committee shall communicate this plan to its participating parties to promote understanding, acceptance and support among the parties.
5. Grant advance standing or credit on the basis of previously acquired experience, training, skill or aptitude for all applicants equally.
6. Engage in such other activities that may further the entry of minorities and/or females into apprenticeship.
7. The selection of Apprentices shall be by means of a selection procedure consistent

with the provisions of the Nevada State Plan.

- 8; The Nevada Finishing Trades Institute Joint Apprenticeship and Training Committee shall make an annual study of participation of minorities and females, in its apprenticeship Program and the hiring practice of participating employers in order to compare its utilization of these groups with the rates of their participation in the labor force in this jurisdiction. A percentage participation rate of minorities and/or females in apprenticeship which is less than their respective participation rate in the labor force signifies a utilization deficiency to be corrected through Affirmative Action.
9. Direct placement shall be permitted for graduates of the Job Corps, Youth-build, Building Trades MC3, or other pre-apprenticeship programs which are concurrent with the U.S. Department of Labor Bureau of Apprenticeship and Training.
10. Every reasonable attempt will be made for the utilization of minorities and females in the program in the same percentage as minorities and females, respectively, exist in the total population of the Nevada area, as determined by the most recent Standard Metropolitan Statistical Area (S.M.S.A.) report.
 - (a) Utilization of minorities
 - 1) $\frac{\text{Minority Labor Force}}{\text{Total Labor Force}} = 28\%$
 - 2) $\frac{\text{Minority Apprentices}}{\text{Total Apprentices}} = 28\%$
 - (b) Utilization of females
 - (1) $\frac{\text{Female Labor Force}}{\text{Total Labor Force}} = 44.8\%$
 - (2) $\frac{\text{Female Apprentice (Painter)}}{\text{Total Apprentices}} = 15\%$
 $\frac{\text{Female Apprentice (Drywall Finisher/Taper)}}{\text{Total Apprentices}} = 6\%$
 $\frac{\text{Female Apprentice (Floor Coverer)}}{\text{Total Apprentices}} = 4.1\%$
 $\frac{\text{Female Apprentice (Glazier)}}{\text{Total Apprentices}} = 4.1\%$
11. A listed employee of a new participating Employer, not otherwise qualified as a Journeyman when the Employer becomes signatory, shall be evaluated by the JATC and its Coordinator, and may be indentured at the appropriate period of apprenticeship based on previous work experience and related training provided they meet the minimum qualifications.
12. If otherwise eligible for selection under these Standards, an individual who signs an authorization card during an organizing effort by the Union, where a majority of the company's covered employees have authorized the Union as bargaining representative, and whether or not the Employer becomes signatory, may be evaluated by the Committee and Coordinator and indentured at the appropriate period of apprenticeship based on previous work experience and related training provided they meet the minimum qualifications.

APPENDIXD

**QUALIFICATIONS
AND
SELECTION PROCEDURE**

ADOPTED BY

**Nevada Finishing Trades Institute Joint
Apprenticeship and Training Committee**

**DEVELOPED IN COOPERATION WITH THE
BUREAU OF APPRENTICESHIP AND TRAINING
U.S. DEPARTMENT OF LABOR**

APPROVED BY _____
NEVADA STATE APPRENTICESHIP COUNCIL

DATE APPROVED: _____

The certification of this selection procedure is not a determination that, when implemented, the selection procedure meets the requirements of the Uniform Guidelines on Employee Selection Procedures (41 CFR part 60-3) or Title 29 CFR Part 30 and the Nevada State EEO Plan

Appendix D
Qualifications and Selection Procedure

I. Selection of Apprentice Applicants:

Applicants will be selected by Method Number 4:

- A. Minimum age of all applicants shall be 17 years. No maximum age.
- B. Educational prerequisites for entry: High School Diploma, GED, or High School Proficiency.
- C. Physical prerequisites for entry: Applicants must be physically able to perform the work of the craft.
- D. Aptitude Proficiency Test. Applicants failing to achieve a passing score on the Aptitude Test will be allowed to re-test, one time, a minimum of 30 days after their first attempt. A Second failure will result in the applicant being ineligible for the apprenticeship.

Oral Interview: No

Minimum overall passing score: 75%

- E. Applications will be recorded on a chronological list according to application date and time received. All applicants will be notified in writing of acceptance or rejection. If rejected, reasons for rejection will be stated.
- F. A ranked and rated pool of eligible applicants subject to selection for two (2) years will be established and maintained as follows:
 - 1. Eligible applicants may seek employment and be referred by the employer for indenture.
 - 2. Employer may request an applicant from the eligibility list, and at such time, an applicant is referred from the top of the ranked list.
- G. Falsification of, any information furnished by the applicant to the Joint Apprenticeship and Training Committee shall be cause for rejection of the applicant by the JATC and/or cancellation of apprenticeship agreement at any subsequent date.
- H. It shall be the responsibility of the applicant to keep the Committee advised of any change of address or telephone number.
- I. All of an applicant's work experience and training will be evaluated by the committee at the time of indenture and appropriate credit will be given toward a higher apprenticeship and/or wage bracket as appropriate.

J. Priority referrals:

The Committee may grant priority referrals into the apprenticeship program to persons who do not possess journeyman skills by alternate means as follows:

1. An applicant who becomes a member of District Council 16 as a result of the Union's Organizational efforts will be qualified for and be granted advanced credit for work and education experience based on their years of training in the trade and their educational background. Advanced credit will be granted after evaluation by the committee or its representative. The evaluation will consist of a written examination, an interview, hands-on testing by the JATC representative and be completed before referral is made. Such persons shall be given equal consideration without regard to their race, sex, minimum qualifications, the program's eligibility list, or the necessity of passing a written apprenticeship entrance test.
 2. If an applicant has graduated from an accredited and approved training school or pre-apprenticeship program that has been reviewed and approved by the JATC, including but not limited to such programs as Job Corp., then the applicant may start at the apprentice wage rate recommended by the JATC for graduates of the particular program. The JATC will determine the training requirements for this new apprentice in order to ensure all the necessary training for completion of the apprenticeship program is received. Such persons shall be given equal consideration without regard to their race, sex, minimum qualifications, the program's eligibility list, or the necessity of passing a written apprenticeship entrance test.
 3. If an applicant is a military veteran who has completed military training and participated in an apprenticeship program in the Finishing Trades occupations while in the Military, including but not limited to such programs as Helmets to Hard Hats and Combat to Construction., then the JATC shall evaluate the training received, grant the appropriate credit on the term of apprenticeship and set the appropriate wage rate. The JATC will determine the training requirements for these new apprentices in order to ensure that they receive all the necessary training for completion of the apprenticeship program. Such persons shall be given equal consideration without regard to their race, sex, minimum qualifications, the program's eligibility list, or the necessity of passing a written apprenticeship entrance test.
- K. An Apprentice will be evaluated by the Committee within 90 days of indenture date with appropriate credit given toward a higher period of apprenticeship if previous training and experience merits.
- L. Any employee of a signatory employer of District Council 16 can be tested at the employer's request as a Direct Entry into the program, circumventing the qualified applicant list.

M. Applicants meeting the minimum qualifications and submitting the required documents will be notified where and when to appear for the aptitude proficiency testing.

SECTION IV - MAINTENANCE OF RECORDS

NEVADA FINISHING TRADES INSTITUTE JATC 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 orientation 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 these regulations, as may be required by the Department of Labor, Bureau of Apprenticeship and Training or the Nevada State Apprenticeship Council. The records pertaining to individual applicants, selected or rejected, shall be maintained in such manner *as* to permit the identification of minority and female (minority and non-minority) participants.

Records shall be maintained for 5 years and made available upon request to the Registering Agency or other authorized representative.