To:       All Nevada Registered Apprenticeship Programs

From:     Richard J. Williams, State Apprenticeship Director

Date:     March 29, 2022

Subject:  RAPIDS Updates, Timely Form Submission and Program Contact Information Policies

One of the responsibilities of the Office of the Labor Commissioner and the State Apprenticeship Agency (SAA) is to effectively oversee and monitor Registered Apprenticeship Programs in Nevada. The SAA continuously tracks apprenticeship data on the Registered Apprenticeship Partners Information Data System 2.0 (RAPIDS)—such as, how many apprentices are currently active in the state, what the demographic breakdown of these apprentices are, and how many apprentices have completed their apprenticeship program. This information is critical in helping the SAA identify trends that can help determine future actions and policy decisions. To have access to the most current data, it is necessary for every Registered Apprenticeship Program to diligently update their RAPIDS accounts on a frequent basis. We are all in this together.

So our office can perform a thorough review process, programs must send Apprenticeship Agreements for signature and send Completion and Cancellation forms in a timely manner. These three forms are attached. Forms and correspondence must be emailed to nevadasac@labor.nv.gov. Once received, our office will review the documents and process them based on office workload. As always, our goal is for a quick turnaround.

Additionally, you must inform our office when you have personnel changes and/or contact information changes, so we can update our current programs and contact information, which is posted at https://labor.nv.gov/Wages/Nevada_State_Apprenticeship_Council/.

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Attachment(s)