Apprenticeship Standards
for the

Laborers Southern California Joint Apprenticehip Committee
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<td>17</td>
<td></td>
</tr>
<tr>
<td>ADVISORS</td>
<td>19</td>
<td></td>
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<td></td>
</tr>
<tr>
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</table>
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 trade, craft or occupation defined herein, to become effective upon their approval.

ARTICLE II  Occupation

Construction Craft Laborer  O*NET CODE  47-2061.00

ARTICLE III  Organization

There is hereby established the above named Apprenticeship Committee, covering the counties of Imperial, Inyo, Kern, Mono, Los Angeles, Orange, Riverside, Santa Barbara, San Bernardino, San Luis Obispo, Ventura and San Diego, consisting of ten (10) members, five (5) of whom shall be selected by and represent the employer organization(s) signatory hereto, and (5) of whom shall be selected by and represent the employee organization signatory hereto, and one apprenticeship consultant representing the Division of Apprenticeship Standards. In addition thereto, there shall be one advisor from the local school district(s) and such other advisors as the committee shall determine. Such advisors and the apprenticeship consultant shall act without vote.

ARTICLE IV  Jurisdiction

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.
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 (Article XX – Appendix A).

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 Secretary of the California 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. adopt changes to these standards, as necessary, subject to the approval of the parties hereto and the Chief of the Division of Apprenticeship Standards.
14. training in the recognition of regarding illegal discrimination and sexual harassment;
15. prepare and submit an annually Self-Assessment Review, as well as a Program Improvement Plan to the Chief DAS;
16. participate in the development of, and/or comply with approved industry training criteria;
17. insure 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 a designated trade and who has entered into a written apprentice agreement under the provisions of these standards.

ARTICLE VIII Duties of an Apprentice

Each apprentice shall satisfactorily perform all work and learning assignments both On-the-Job Training (OJT) and Related and 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.
ARTICLE X  Termination and Transfer of Agreements

1. 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.

2. 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 apprentice agreement.

ARTICLE XI  Related and Supplemental Instruction

1. Apprentices shall satisfactorily complete prescribed courses of related and supplemental instruction, which will be a minimum of 304 hours in instruction over a two and one half year period provided by Hacienda La Puente Unified School District. See attached Appendix B included herein and LEA Letter of Intent, and hours and course outline in Attachment C.

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 JAC 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 shall be submitted to the Administrator for determination.

ARTICLE XIV  Term of Apprenticeship

The term of Apprenticeship shall be 4,000 hours within two and a half (2 1/2) years. The first 600 hours of OJT & 50 hours of RSI extending over not more than 5 months shall be a tryout or probationary period for the trade.
ARTICLE XV    Ratio

A qualified employer shall employ one (1) apprentice for the first five (5) journeymen, although the apprentice may be the second laborer on the job, and one (1) apprentice thereafter for each five (5) additional journey on the job. Notwithstanding the above stated mandatory ratio, a qualified ratio, and a qualified employer may employ one (1) apprentice for the first four (4) journeymen (although the apprentice may be the second laborer on the job) and one (1) apprentice thereafter for each four (4) journeymen on the job. No apprentice may work without a journeyman laborer on the job.

ARTICLE XVI    Wage Schedule and Fringe Benefits

1. Journeyperson Wage: $35.34                             Effective Date: 07/04/2016
   (Group I Laborer)

2. Apprentices shall be paid not less than the following:

<table>
<thead>
<tr>
<th>Period</th>
<th>Hours</th>
<th>Months</th>
<th>Percentage</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st period</td>
<td>(Min. 600 hours within 5 months)</td>
<td></td>
<td>50%</td>
<td>$17.67</td>
</tr>
<tr>
<td>2nd period</td>
<td>(Min. 600 hours within 5 months)</td>
<td></td>
<td>55%</td>
<td>$19.44</td>
</tr>
<tr>
<td>3rd period</td>
<td>(Min. 700 hours within 5 months)</td>
<td></td>
<td>60%</td>
<td>$21.20</td>
</tr>
<tr>
<td>4th period</td>
<td>(Min. 700 hours within 5 months)</td>
<td></td>
<td>70%</td>
<td>$24.74</td>
</tr>
<tr>
<td>5th period</td>
<td>(Min. 700 hours within 5 months)</td>
<td></td>
<td>80%</td>
<td>$28.27</td>
</tr>
<tr>
<td>6th period</td>
<td>(Min. 700 hours within 5 months)</td>
<td></td>
<td>85%</td>
<td>$30.04</td>
</tr>
</tbody>
</table>

3. Other Journeyperson Compensation                             Effective date: 07/04/16

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health &amp; Welfare</td>
<td>$7.06 per hour</td>
</tr>
<tr>
<td>Pension</td>
<td>$6.75 per hour</td>
</tr>
<tr>
<td>Vacation/Supp. Dues</td>
<td>$4.57 per hour</td>
</tr>
<tr>
<td>Training and Retraining Fund</td>
<td>$0.69 per hour</td>
</tr>
<tr>
<td>Center for Contract Compliance</td>
<td>$0.30 per hour</td>
</tr>
<tr>
<td>Industry Fund</td>
<td>$0.08 per hour</td>
</tr>
<tr>
<td>Contract Administration Fund</td>
<td>$0.07 per hour</td>
</tr>
<tr>
<td>Laborers Trust Administrative Fund</td>
<td>$0.12 per hour</td>
</tr>
<tr>
<td>Partnership for Jobs Industry Advancement</td>
<td>$0.10 per hour</td>
</tr>
<tr>
<td>Total Benefits</td>
<td><strong>$19.74 per hour</strong></td>
</tr>
</tbody>
</table>

The apprentices shall not be paid the full journeyperson benefit amount; see below for a breakdown of the amount the apprentices receive in each period:

<table>
<thead>
<tr>
<th>Period</th>
<th>Duration</th>
<th>Wage</th>
<th>H&amp;W</th>
<th>Pension</th>
<th>Vac/Supp</th>
<th>Training</th>
<th>Other</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>600</td>
<td>$17.67</td>
<td>$4.94</td>
<td>$1.35</td>
<td>$3.20</td>
<td>$.69</td>
<td>$.67</td>
<td>$28.52</td>
</tr>
<tr>
<td>2</td>
<td>600</td>
<td>$19.44</td>
<td>$4.94</td>
<td>$1.35</td>
<td>$3.20</td>
<td>$.69</td>
<td>$.67</td>
<td>$30.29</td>
</tr>
<tr>
<td>3</td>
<td>700</td>
<td>$21.20</td>
<td>$4.94</td>
<td>$1.35</td>
<td>$3.20</td>
<td>$.69</td>
<td>$.67</td>
<td>$32.05</td>
</tr>
<tr>
<td>4</td>
<td>700</td>
<td>$24.74</td>
<td>$4.94</td>
<td>$1.35</td>
<td>$3.20</td>
<td>$.69</td>
<td>$.67</td>
<td>$35.59</td>
</tr>
<tr>
<td>5</td>
<td>700</td>
<td>$28.27</td>
<td>$4.94</td>
<td>$1.35</td>
<td>$3.20</td>
<td>$.69</td>
<td>$.67</td>
<td>$39.12</td>
</tr>
<tr>
<td>6</td>
<td>700</td>
<td>$30.04</td>
<td>$4.94</td>
<td>$1.35</td>
<td>$3.20</td>
<td>$.69</td>
<td>$.67</td>
<td>$40.89</td>
</tr>
</tbody>
</table>
Advancement Schedule

To advance from one period to the next, the apprentice shall have met the following requirements:

A. Shall have satisfactorily completed the indicated on-the-job work hours;
B. Shall have satisfactorily completed the indicated months in the program;
C. Shall have completed the indicated Related and Supplemental Instruction hours.

<table>
<thead>
<tr>
<th>Period</th>
<th>On-The-Job Training</th>
<th>RSI Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st five months</td>
<td>600 hours</td>
<td>50 hours</td>
</tr>
<tr>
<td>2nd five months</td>
<td>600 hours</td>
<td>50 hours</td>
</tr>
<tr>
<td>3rd five months</td>
<td>700 hours</td>
<td>50 hours</td>
</tr>
<tr>
<td>4th five months</td>
<td>700 hours</td>
<td>50 hours</td>
</tr>
<tr>
<td>5th five months</td>
<td>700 hours</td>
<td>50 hours</td>
</tr>
<tr>
<td>6th five months</td>
<td>700 hours</td>
<td>54 hours</td>
</tr>
</tbody>
</table>

Straight Time: 8 hours per day, 40 per week

Overtime: shall be paid at no less than one and one half (1-½) times the hourly rate of pay in excess of eight (8) hours per day. Overtime must be paid for hours in excess of forty (40) hours in one (1) week. Double time is to be paid for hours worked on Sunday and Union Holidays. All time worked on Sunday and Holidays shall be paid at twice the hourly rate. All other overtime shall be paid at one and one half (1-½) times the hourly rate.

The workday and workweek and all other conditions of employment for apprentices shall conform to all applicable laws and regulations. Overtime shall not be allowed if it will interfere with Related and Supplemental Instruction or be detrimental to the health and safety of the apprentice.

Article XVII  Work Training – On-The-Job Training (OJT)

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:

<table>
<thead>
<tr>
<th>Occupation</th>
<th>O*NET Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laborer</td>
<td>47-2061.00</td>
</tr>
</tbody>
</table>

Work Processes Approximate Hours
General Skill

SCHEDULE OF WORK EXPERIENCE

CCL Core Work Experience Schedule Minimum 2,000 Hours

Apprentices will gain a minimum of 2000 OJT hours of experience in the core work skills to produce a strong foundation necessary to move forward within the Laborers’ trade.

<table>
<thead>
<tr>
<th>CORE WORK SKILLS</th>
<th>APPROXIMATE MINIMUM HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site preparation, layout, cleanup and security</td>
<td>400</td>
</tr>
<tr>
<td>Use and understand basic blueprint symbols and views</td>
<td>25</td>
</tr>
<tr>
<td>Recognize, secure and maintain job site safety</td>
<td>500</td>
</tr>
<tr>
<td>Identify and work safely around environmental hazards</td>
<td>25</td>
</tr>
<tr>
<td>Erect, dismantle, maintain and work from scaffold or lifts</td>
<td>100</td>
</tr>
<tr>
<td>Operate and maintain hand and power tools</td>
<td>300</td>
</tr>
<tr>
<td>Operate and maintain equipment as required by the job</td>
<td>125</td>
</tr>
<tr>
<td>Identify, estimate, move, supply, stock, and store materials</td>
<td>500</td>
</tr>
<tr>
<td>Use appropriate hand signals</td>
<td>25</td>
</tr>
<tr>
<td>Total</td>
<td><strong>2000</strong></td>
</tr>
</tbody>
</table>

SCHEDULE OF WORK EXPERIENCE

CCL Areas of Concentration Work Experience Schedule Minimum 2,000 Hours

In addition to completion of the 2,000 hours of OJT Core Work Experience an apprentice must complete a minimum of 2,000 hours of OJT in one (1) or more of the following Construction Craft Laborer (CCL) areas of concentrations: Brick Tending, Deconstruction/Demolition, Building Construction, Heavy/Highway and Utility Construction, Pipeline, Tunneling, Environmental Remediation, and Landscaping

Each area of concentration offers examples of work experience and knowledge needed to become a skilled, safe and productive CCL journeyworker. Apprentices will be placed in an area or areas of concentration depending upon industry need.

1. Building Construction 2,000 hours

CCLs perform the following activities in association with the construction of buildings, and the maintenance of existing buildings such as industrial plants, refineries, schools, hotels, stores, highrise structures, etc. Building construction may consist of, but not be limited to, the following activities:

1. Concrete placement - mixing, placement, vibration of concrete, build and place forms, remove and clean forms, cure concrete
2. Pipe laying and making of connections for any utility piping, including process piping and refinery work and safety.
3. Hoisting and rigging
4. Cutting and burning
5. Traffic control/flagging
6. Trenching and excavating
7. Grade setting/checking
8. Safety Attendant, Fire, Hole and Bottle Watch
9. Hydroblasting
10. Site preparation/cleanup and security
11. Layout and staking
12. Erect, dismantle and maintain scaffold
13. Installation of solar panels
14. Identify, inspect, use and maintain all tools
   i. Hand
   ii. Electric
   iii. Gas
   iv. Pneumatic
   v. Powder
15. Install erosion control systems
16. Forklift operation
17. Aerial Boom lift

2. Heavy/Highway and Utility Construction

CCLs perform the following activities in association with the construction of infrastructure such as roads, railroads, bridges, locks, dams and utility installation. Heavy/Highway and Utility Construction may consist of, but not be limited to, the following activities:

1. Concrete placement - mixing, placement, vibration of concrete, build and place forms, remove and clean forms, cure concrete and installation of all mechanically stabilized earth (MSE) & prefabricated retraining walls.
2. Concrete cutting and coring
3. Pipe laying and making of connections for any utility piping (including the laying of conduit)
4. Hoisting and rigging
5. Traffic control/flagging
6. Trenching and excavating
7. Grade setting/checking
8. Layout and staking
9. Site preparation/clean up and security
10. Drilling and blasting
11. Asphalt (raking, placement, compaction and preparation of the base) and the installation of paving fabrics
12. Build railroad beds and all related bridges and tunnels, and install tracks
13. Erect, dismantle and maintain scaffold
14. Identify, inspect, use and maintain all tools

2,000 hours
i. Hand  
ii. Electric  
iii. Gas  
iv. Pneumatic  
v. Powder

15. Install erosion control systems  
16. Water treatment plant piping (above ground and underground)  
17. Horizontal Directional Drilling  
18. Forklift operation  
19. Aerial lift operation  
20. Site/roadside remediation

3. Brick Tender  
   CCLs perform the following activities in association with brick tending construction. Types of projects include, but are not limited to, new construction, renovation, and refractory work. Basic trade requirements include: estimation, preparation and delivery of all materials. Brick Tending may consist of, but not be limited to, the following activities:

1. Erect/dismantle and maintain scaffold  
2. Estimate, stock and maintain supply areas  
3. Identify, inspect, use and maintain tools  
   i. Hand  
   ii. Electric  
   iii. Gas  
   iv. Pneumatic  
4. Forklift operation  
5. Aerial lift operation  
6. Bracing walls  
7. Mixing mortar including colored mortar  
8. Estimating and stocking masonry units  
9. Cutting masonry units  
10. Grout pump operation/maintenance  
11. Grout pump hose layout/cleaning  
12. Clean masonry walls

4. Demolition and Deconstruction  
   CCLs perform the following activities in association with the Demolition or deconstruction of buildings and other structures. Demolition/deconstruction may consist of, but not be limited to, the following activities:

1. Identify and work safely around environmental hazards  
2. Erect/dismantle and maintain scaffold  
3. Cutting and burning  
4. Hoisting and rigging  
5. Trenching and excavating
6. Aerial lift operation
7. Site preparation/cleanup and security
8. Identify, inspect, use and maintain all tools

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   i. Hand
   ii. Electric
   iii. Gas
   iv. Pneumatic

9. Fire, hole and bottle watch
10. Concrete cutting and sawing
11. Demolition debris handling and management (recycling, reuse, disposal)

5. Pipeline
2,000 hours
CCLs perform the following activities in association with the construction and maintenance of gas, oil, and other material pipelines. Pipeline construction may consist of all process piping related to laborers work, but not be limited to, the following activities:
1. Hoisting and rigging
2. Trenching and excavating
3. Site preparation/cleanup and security
4. Identify, inspect, use and maintain all tools specific to the concentration
   i. Hand
   ii. Electric
   iii. Gas
   iv. Pneumatic
5. Grade setting/checking
6. Layout and staking
7. Clearing and maintaining the right of way (ROW)
8. Pump water
9. Locate utilities
10. Build and dismantle fences
11. Load and unload pipe
12. Fill and place sandbags
13. Load, unload and place skids
14. Install erosion control systems
15. Pipe surface preparation/sand blasting
16. Apply pipe coating
17. Inspect pipe coating visually and with a holiday detector
18. Patch coating
19. Install pipe
20. Install pipe coating protection
21. Install corrosion protection
22. “Pig” the pipe
23. ROW remediation
6. **Tunneling**
CCLs perform the following activities in association with all work underground or in compression chambers, including tending of the outer air lock. Tunnel construction may consist of, but not be limited to, the following activities:

1. Drilling/boring
2. Identify, inspect, use and maintain all tools specific to the concentration
   i. Hand
   ii. Electric
   iii. Gas
   iv. Pneumatic
3. Hoisting and rigging of Heavy Piping and Valves
4. Concrete pump operation and maintenance
5. Install services (track laying, conveyors, vents, water, compressed air pipes etc.)
6. Install tunnel supports (steel ribs, mesh, rock bolts)
7. Shaft and tunnel grouting
8. Dewatering of tunnels
9. Shotcrete/gunite application
10. Cutting and burning
11. Swamper/breakman (for muck trains)

7. **Environmental Remediation**
CCLs perform the following activities in association with the remediation of areas, buildings and materials contaminated with chemical, biological, and physical hazards. Environmental remediation may consist of, but not be limited to, the following activities:

1. Hazardous waste remediation
2. Lead abatement
3. Microbial remediation
4. Radiation protection/radioactive material handling
5. Water damage/fire restoration
6. Erect, dismantle and maintain scaffold
7. Identify, inspect, use and maintain all tools specific to this concentration
   i. Hand
   ii. Electric
   iii. Gas
   iv. Pneumatic
8. Aerial lift operation

8. **Landscaping**
CCLs perform the following activities in association with landscape work in commercial applications. Landscaping may consist of, but not be limited to, the following activities:

2,000 hours
1. Trim and prune hedges, trees and shrubs
2. Seed and sod lawns
3. Install irrigation systems
4. Install retaining walls
5. Install brick pavers for walks and patios
6. Apply fertilizers and pesticides – traditional use and alternative “green” applications
7. Plant and maintain flowers and ground covers
8. Install and maintain fences, planters and other landscaping features (playgrounds, gazebos, fountains)
9. Small engine maintenance/repair
10. Identify, inspect, use and maintain all tools specific to the concentration
   i. Hand
   ii. Electric
   iii. Gas
   iv. Pneumatic
11. Traffic control/flagging
12. Operate all landscape equipment related to the occupation

**CORE SKILLS OJT**  
2,000 Hours

**CONCENTRATION(s) OJT**  
2,000 Hours

**TOTAL CCL OJT**  
4,000 Hours

**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 California 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. Upon evidence, in addition to previous On-the-Job Training and Related and Supplemental Instruction which is of an approved nature, the apprentice shall have completed not less than an additional six (6) months of training under the laws of the State of California.

ARTICLE XX  California Plan for Equal Opportunity in Apprenticeship
(See Appendix A)
The foregoing standards are hereby agreed to and adopted on - **January 3, 2017**

*Committee approval date*

<table>
<thead>
<tr>
<th>Employer Organization</th>
<th>Employee Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name:</strong> Chuck Poss  (Co-Chair)</td>
<td><strong>Name:</strong> Armando Esparza (Co-Chair)</td>
</tr>
<tr>
<td><strong>Address:</strong> 11542 Knott Street, Suite 10</td>
<td><strong>Address:</strong> 4399 Santa Anita Ave. Ste. 204</td>
</tr>
<tr>
<td><strong>City:</strong> Garden Grove, CA</td>
<td><strong>City:</strong> El Monte CA</td>
</tr>
<tr>
<td><strong>Zip Code:</strong> 92841</td>
<td><strong>Zip Code:</strong> 91731</td>
</tr>
<tr>
<td><strong>Ph. #:</strong> (714) 897-4326</td>
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<tr>
<td><strong>Email:</strong> <a href="mailto:Cp3@4ecm.com">Cp3@4ecm.com</a></td>
<td><strong>Email:</strong> <a href="mailto:mesparza@scdcl.org">mesparza@scdcl.org</a></td>
</tr>
</tbody>
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<tr>
<th>Signature</th>
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The foregoing apprenticeship standards, being in conformity with the rules and regulations of the California Apprenticeship Council, the California Code of Regulations, and applicable Federal Regulations are hereby approved ___________20__.

*DAS approval date*

<table>
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<th>Signature</th>
<th>Date</th>
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____________________, Chief

Division of Apprenticeship Standards
# APPRENTICESHIP COMMITTEE

## Laborers Southern California Joint Apprenticeship Committee

**Name of Committee**

1385 West Sierra Madre Avenue, Azusa, CA 91702

## Committee Address

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## LIST OF COMMITTEE MEMBERS NAMES AND COMPANY ADDRESSES

### MANAGEMENT

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
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</thead>
<tbody>
<tr>
<td>Chuck Poss</td>
<td>Earth Construction &amp; Mining</td>
</tr>
<tr>
<td>Armando Esparza</td>
<td>Southern California District Council of Laborers (SCDCL)</td>
</tr>
</tbody>
</table>

### LABOR

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
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<tbody>
<tr>
<td>Bruce Cooksey</td>
<td>JF Shea Construction, Inc.</td>
</tr>
<tr>
<td>Peter Santillan</td>
<td>SCDCL Laborers Local 1309</td>
</tr>
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### Details

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<thead>
<tr>
<th>Name</th>
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<td>Union Local</td>
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<td>Address</td>
<td>City, State</td>
<td>Zip Code</td>
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<td>92105</td>
</tr>
</tbody>
</table>
## ADVISORS

### NAME OF SCHOOL & REPRESENTATIVE

<table>
<thead>
<tr>
<th>Organization</th>
<th>Hacienda La PUENTE Adult Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
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<td>91745</td>
</tr>
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### DAS CONSULTANT NAME AND ADDRESS

<table>
<thead>
<tr>
<th>Organization</th>
<th>Division of Apprenticeship Standards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
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<tr>
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<td>Zip Code:</td>
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Appendix B

Related Instruction Outline
Construction Craft Laborer (CCL)
O*NET-SOC CODE: 47-2061.00 RAPIDS CODE: 0661

The following schedule is an example of related instruction designed to complement the CCL OJT requirements. Schedule of Related Instruction is divided into two schedules: CCL Core and CCL Areas of Concentration.

SCHEDULE OF RELATED INSTRUCTION
Construction Craft Laborer Core
A minimum of 176 hours of related instruction is required to satisfy CCL Core.

<table>
<thead>
<tr>
<th>Required Classroom Instruction for Core Skills</th>
<th>Class Hours</th>
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<tbody>
<tr>
<td>Environmental Passport</td>
<td>40 hours</td>
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<tr>
<td>Hazard Communication</td>
<td>8 hours</td>
</tr>
<tr>
<td>Respiratory Awareness</td>
<td>8 hours</td>
</tr>
<tr>
<td>Asbestos Awareness</td>
<td>8 hours</td>
</tr>
<tr>
<td>Confined Space Awareness</td>
<td>8 hours</td>
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</table>

Hazard Communication 8 hours
This course is designed to empower the participant with the skills and knowledge to make their employment in construction safer and healthier. It will instruct the participant in how to protect themselves from exposure to hazardous chemicals. This course provides the information so that the participant can understand the dangers of hazardous chemicals on the jobsite. Participants will learn to read SDS labels recognize hazards and the steps to take in order to prevent exposure to those hazards.

Respiratory Awareness 8 hours
This course is designed to empower the participant with the skills and knowledge to work safely, effectively, and efficiently with respirators. Using real-life scenarios combined with technical details, participants will be ready for any situation they may encounter while working on the job site and using respiratory protection.

Asbestos Awareness 8 hours
This course is designed to empower the participant with the skills and knowledge to work safely, effectively and efficiently on an asbestos abatement job. Correct asbestos techniques as well as safety and health information regarding this hazardous substance will be presented.

Confined Space Awareness 8 hours
Confined Space training covers information necessary to recognize the special hazards associated with confined spaces. Topics covered include the characteristics of confined spaces, hazardous atmospheres, pre-entry and periodic testing, continuous monitoring and the laws that protect those working in confined spaces.
Lead Awareness 8 hours
This course is designed to empower the participant with the skills and knowledge to work safely, effectively and efficiently on a jobsite. The history of lead and the health hazards of lead are highlighted. The topics covered in this course are as follows: routes of entry and storage in the body, health effects, lead exposure tests and treatment, compliance methods, medical surveillance and medical removal protection and required personal protective equipment.

Basics Course
Forklift Safety 8 hours - this course is designed to empower the participant with the skills and knowledge to safely and productively operate rough terrain forklifts (within the scope of the construction industry). The “forklifts” used in this training include telehandlers/extended-reach and rough-terrain/straight-mast forklifts. The repetition of these learned skills will enable the participant to recognize potentially dangerous conditions and avoid accidents.

First Aid/CPR 8 hours – this training is designed for participants to learn first aid skills for treating a variety of injuries, such as burns, wounds, head, neck and back injuries, and heat and cold emergencies. Participants also learn to manage sudden illnesses, strokes, seizures, animal and insect bites and poisoning. Adult CPR teaches participants how to perform CPR and care for breathing and cardiac emergencies in adults.

OSHA 10 12 hours
OSHA Construction Safety and Health training is designed to meet the requirements for OSHA’s 12-hour training program. The program provides safety and health information as it relates to the many hazards found on construction projects and offers insight into ways to reduce them.

Environmental Hazards of Highway Work 4 hours
In addition to transportation incidents, other fatalities incurred during highway work include exposure to harmful substances and fire or explosion. This course will help workers develop an understanding of the many hazards they face when doing highway work including disease causing insects, toxic substances, biological hazards, and rattlesnakes.

Traffic Control & Flagging 8 hours
This course is designed to introduce the participant to the process of controlling traffic flow safely through construction zones with the correct placement of signs, cones, and barricades. The basic function of stopping and releasing traffic, dealing with hostile motorists, and recognizing dangerous traffic situations are also addressed.

General Construction 8 hours
Working safely and efficiently is the primary focus of the Gen Con eight-hour course. Laborers need to use a wide variety of tools designed for particular types of work. In order to work both safely and
efficiently, it is important to learn how to use and maintain each type of tool correctly. This course teaches participants about hand tools, chain saws, and tools.

**Scaffold User** 8 hours
Scaffold and fall protection violations are the most frequently cited OSHA standards in the construction industry every year and are assessed the highest penalties. This Scaffold User course enables the worker to avoid injury, protect other workers on the job, and prevent his employer from incurring the above mentioned penalties from violations.

**Scaffold Builder** 8 hours
Participants will erect and dismantle two different types of supported scaffolds commonly used in the construction industry. Participants will use safe practices learned in the Scaffold User Class. Ample time will be given to participants for hands-on practice.

**Fall Protection** 8 hours
This course will address both human and equipment related-issues in protecting workers from fall hazards. The participant will learn to identify the appropriate safety standards, including listing the OSHA requirements for materials used to cover floor openings, listing the safety requirements that a personal fall arrest system must meet and identifying the anchorage, body wear, and connecting devises of the systems. This participant will also demonstrate how to don and doff a PFAS. Guardrail spacing and strength standard requirements will also be addressed. This course is designed to empower the participant to identify possible hazards, avoid injury, and work safely and efficiently on the jobsite.

**Aerial Boom Lift** 8 hours
Participants will learn how to don and doff a personal fall arrest system, calculate load capacities, understand vehicle limitations and stability and perform inspections on an aerial boom lift, scissor lift and an aerial platform. Participants will understand the hazards associated with aerial lifts and the safety precautions necessary to avoid injury. Participants will be given time to practice safely operating the aerial lifts covered in the course.

**Disaster Site Worker** 16 hours
The goal of this course is to provide Disaster Site Workers an awareness of the safety and health hazards they may encounter as well as of the importance of respiratory and other personal protective equipment and proper decontamination procedures that may be used to mitigate the hazards. Participants will support the use of an Incident Command System through the safe performance of their job responsibilities. They will be able to show awareness of effects of traumatic incident stress that can result from working conditions and measures to reduce this stress. This course emphasizes knowledge, precautions and personal protection essential to maintaining a worker’s personal safety and health at a disaster site. Workers will perform an inspection of an appropriate air-purifying respirator, don the respirator, and perform a user seal check, and doff the respirator. This training provides students an opportunity to practice their new knowledge, skills, and attitudes through discussion, planned exercises, demonstrations and presentations.
Blue Print Reading  40 hours
This course will give the participant the basic knowledge needed to navigate through a set of blueprints. The class will cover all aspects of a complete set of drawings and reading a scale (Architects’ and Engineers’). Participants will develop a thorough understanding of blueprints and develop the ability to cross reference through architectural, structural and other working drawings. Ample time will be devoted to hands-on exercises using actual Blue Prints.

Qualified Rigger & Signal Person  8 hours
In this course the participant will learn safe work practices around cranes, rigging loads, and proper hand signaling. The participants will also identify slings, hooks, shackles, and turnbuckles. They will learn how to inspect rigging hardware, give clean hand signals, calculate basic load weights, find sling angles and figure sling tension. Ample time will be given for hands-on practice of all hand signals.

Voice Orientation  8 hours
This course is designed to provide apprentices with the apprenticeship program’s requirements, policies and expectations. This course also covers the responsibilities of apprentices, the role of the Local Union and a history of laborers organization as a whole. This course is the first course that all apprentices participate in as they begin their apprenticeship career.

Elective Related Instruction
The following elective courses can be used by apprentices to achieve their required hours in Related Instruction, depending on the work in the geographic jurisdiction. Courses listed in a concentration other than the apprentice’s chosen concentration also qualify as elective courses.

Permit Required Confined Space Entry  24 hours
Participants in the course will train to perform regular permit-required confined space entry. The course covers the following topics: definition of confined space versus permit required confined space, hazardous atmospheres, pre-entry testing, controlling hazardous atmospheres, heat stress and cold stress, types of respirators and use, personal protective equipment and rescue equipment, duties of members of the entry team and how to fill out a permit.

Construction Math  40 hours
This course is designed to introduce the participant to the basic math skills needed to be successful in the construction industry. Math and calculations are the foundation of the construction industry. Basic mathematical calculations and measurement systems are often used on the construction site. To advance in the construction industry you must be able to convert decimals, calculate quality take-offs, shoot elevations, operate a level laser, use percentages, slope ratios, read blue prints, understand squaring principals, install batter boards and calculate concrete quantities. This course covers some of the mathematical procedures that must be mastered and gives examples of
how they might apply to work in the construction industry.

**OSHA 30 40 hour**
This course is intended to provide an entry level construction worker’s general awareness on recognizing and preventing hazards on a construction site. This course also allows the participant to navigate through the standards.

**SCHEDULE OF RELATED INSTRUCTION**
**Construction Craft Laborer Areas of Concentration**
A minimum of 128 hours of Related Instruction is required. Apprentices may choose from any of the following courses to satisfy their remaining 128 hours of Related Instruction.

**Elective Related Instruction for Areas of Concentration Class Hours**

- **Refinery Safety 40 hours**
  This course includes the basic principles of the safety attendant in petroleum refining facilities, fire protection, prevention and fire watch, hole and bottle watch, craft specific fall protection, craft specific scaffold user, craft specific lock out/tag out and a refinery safety overview for those who have not completed this portion through OSCA.

- **Process Piping 1 40 hours**
  This course is designed to teach the skills needed to be a safety-minded and productive employee for contractors. Students will be required to identify and demonstrate the tools and materials associated with mechanical piping. Among the skills students will learn are cutting, threading, and deburring pipe using the Rigid 1224, using a Rotohammer and Chop saw, and manufacturing flange gaskets. Students will be introduced to both the theory and hands-on skills needed to calculate, set-up and test a basic pipe loop system. High School GED or Diploma required for apprentices.

- **Process Piping 2 40 hours**
  Process piping systems are used to transport and deliver water, gas, oil, sewage, cooling materials. This course builds on Process Pipe 1 and is designed to educate the Laborer well enough to be a productive and safety minded employee for contractors. In addition, The CCL will develop professional work skills needed to work in new construction and retro-fitting of Water Plants, Waste Treatment Plants, or Public Works. High School GED or Diploma required for apprentices.

- **Process Piping 3 40 hours**
  Process Piping 3 is designed to build on the skills learned in Process Piping 1 and Process Piping 2. This advanced course concentrates not only on fitting for threaded, glued and welded pipe, but participants will learn to concentrate on aesthetic value and perfection. An emphasis is placed on mathematical take-offs, also known as detailing a Pipe Instrumentation Drawing or P.I.D. Hands-on skills such as tack-welding flanges, tees, elbows and butt welds are also practiced until mastered. All these skills can be used for fabrication on job-sites or to provide accurate information to be sent to a fabrication shop. Above-ground P.V.C. pipe-fitting techniques will emphasize neatness and accuracy. The skills mastered in this course will allow the CCL to become an
invaluable employee in a variety of industries such as Fresh Water Treatment Plants, and Sewage Water Treatment Plants. High School GED or Diploma required for apprentices.

**Process Piping 4**  
40 hours  
This course is designed to introduce skills needed to install various types of equipment found in water treatment plants. The water industry is constantly changing to meet demands. Understanding the uses and functions of a variety of water industry systems is a huge advantage for the CCL. This course will help them understand the components, uses and workings of Reverse Osmosis systems, UV Sterilizer Systems, Aeration Basin, and pump placement techniques. Ample time will be given in reading and analyzing Blue Prints, applying the information and actually fabricating parts of or entire systems. High School GED or Diploma required for apprentices.

**Process Piping 5**  
40 hours  
This course is designed to introduce skills needed to install various types of equipment found in water treatment plants. The water industry is constantly changing to meet demands. Understanding the uses and functions of a variety of water industry systems is a huge advantage for the Construction Craft Laborer (CCL). This course will help the CCL understand the uses, components and workings of Clarifier systems. Ample time will be given in reading and analyzing blue prints, applying the information, and actually fabricating parts of, or entire systems. High School GED or Diploma required for apprentices.

**Brick Tending Duties**  
40 hours  
The responsibility of a Bricktender is to properly and safely set-up a masonry job. The Bricktender must mix mortar, and stock block and brick. They also must safely operate hand and power tools as well as safely operate a forklift. In addition, they build scaffold, stock block, stock brick, prepare all materials needed, and supply them accurately to Brick Masons. Performing all these tasks in an efficient and accurate manor is essential for a Bricktender. This course prepares Laborers and Apprentices in all the scopes of work and duties required to work on and become a valued part of a masonry project.

**Brick Tending Forklift**  
40 hours  
This course is designed to empower the participant with the skills and knowledge to safely and productively operate rough terrain forklifts on masonry jobs. The 40- hour course will enable the participant to develop more advanced skills such as maneuvering through courses, lifting, placing and retrieving with straight-mast and extended-boom forklifts. The participants learn to calculate the weights of loads and the lifting capacities of the forklift. Participants are given ample time to practice and develop proficiency in these advanced skills.

**Brick Tending Scaffold**  
40 hours  
This course enables the Brick tender to understand and avoid the possible hazards associated with working on or around scaffolding. Brick tenders will learn to erect, adjust and dismantle a scaffold. This course also addresses providing safe access to and working on platforms for bricklayers and brick tenders.
**Aboveground Drilling**  
40 hours  
Aboveground Drilling training introduces CCLs to the unique working environment of aboveground drilling by providing instructor facilitated classroom instruction along with intensive, performance-based, hands-on training. The care and use of tools and equipment is presented, as well as drilling techniques. Basic information about rocks and their composition and characteristics are introduced. The personal safety of CCLs working on a drilling site is reviewed in depth. Site safety, hazard communication, health hazards, personal protective equipment, and working around explosives are also covered.

**Asphalt**  
40 hours  
Asphalt training provides CCLs with the information they need to understand the safety precautions necessary when working with, raking and placing asphalt. In addition, participants practice the preparation of the surface, job preparation, and cleaning of the tools, and machinery. The patching of pot-holes and cracks is practiced along with proper raking techniques.

**Paver Installation**  
8 hours  
This is an introductory course that covers the installation of brick/pavers. Utility Locating Programs (Dig Alert) one call program is introduced. The importance of proper sub-grade and compaction is stressed. Skills introduced include the installation and leveling of sand or screed material, marking, cutting and installing pavers. Students will be given ample hands on time in all the skills introduced as well as the use of the Plate Compactor and Masonry Saw.

**Concrete**  
40 hours  
Concrete training provides the basic knowledge and skills CCLs need to work safely and productively in this potentially hazardous field. Safety issues associated with the mixing, forming, placement, and curing of concrete materials are covered, as well as the associated skills needed to complete these tasks. Ample time is given for hands-on practice for all skills.

**Demolition/Deconstruction**  
40 hours  
Demolition/Deconstruction training introduces participants to the similarities and differences of demolition and deconstruction work. Particular attention is paid to safety in all aspects of the work. Topics covered include planning projects, mechanical demolition equipment, material handling, site control, and special conditions that sometimes exist during this work.

**Drilling**  
16 hours  
The Drilling Operations program includes an introduction to drilling operations, how drilling operations work (construction applications, quarry applications, hand signals, and drill strings), how to operate and maintain the drill, and hands-on practice of drilling operations.
Fire Watch 4 hours
Fire Watch training teaches participants what a fire watch is, how it is conducted, and why it is important. Topics covered include classifications of fires, preventing fires, types of extinguishers, and extinguishing fires.

Green Construction Awareness 8 hours
This course is designed to give the participant a basic awareness of the concepts related to "green" construction. LEED, Weatherization, Photovoltaics, Erosion Control, Process Waste Management, and SWPPP are presented and discussed. The participant will be able to immediately present an understanding of the concepts and how they relate to the jobs on which they work. Participants will exit the course with the basic knowledge necessary to work in the emerging green construction market.

Hazardous Waste Worker 80 hours
Hazardous Waste Worker training prepares CCLs to work safely and productively on hazardous waste remediation projects. The program meets all Occupational Safety and Health Administration training requirements under 29 CFR Part 1910.120 – Hazardous Waste Operations and Emergency Response.

Asbestos Abatement Worker 40 hours
This course is designed to empower the participant with the skills and knowledge to work safely, effectively and efficiently on an asbestos abatement job site. The participant will learn the correct asbestos abatement techniques as well as important safety and health information related to this hazardous substance.

Hoisting and Rigging 40 hours
Hoisting and Rigging training is designed to educate CCLs in the rules, processes, and procedures to safely rig, signal, and hoist loads on construction projects. The program incorporates federal regulatory requirements as well as equipment manufacturers’ standards. Training provides participants the opportunity to practice rigging and signaling.

Landscape Irrigation 40 hours
This 40-hour course covers the Personal Protective Equipment (PPE) required for safe landscape work. Participants will become familiar with a variety of hand and power tools required for this scope of work. In addition, students will have ample opportunity to practice using them. The safe operation, maintenance and sharpening of chain saws will be covered. Participants will be introduced to landscape plan reading, types of common amendments, fertilizers and nursery stock that are utilized on landscape jobs.

Landscaping 40 hours
Landscaping training provides CCLs with the knowledge and skills they need to work as a landscaper with a concentration on using environmentally-friendly techniques whenever possible. Topics covered include the landscape laborer’s duties; safety hazards of
landscape work; safe use of pesticides, herbicides and fertilizers with an emphasis on using environmentally-friendly materials; controlling erosion on the jobsite; and planting and maintaining sod, grass, shrubs and trees.

**Lead Abatement Worker**  40 hours
Lead Abatement Worker training prepares CCLs to work safely and productively on lead abatement projects. The course meets all Occupational Safety and Health Administration and Environmental Protection Agency training requirements under 29 CFR Part 1926.62 and 40 CFR Part 745.225 respectively.

**Microbial Remediation**  24 hours
Microbial Remediation training instructs CCLs on the health hazards, PPE requirements, and remediation processes and techniques associated with the removal of mold as well as other microbial contamination.

**Pipe Laying**  40 hours
Pipe Laying training prepares CCLs to safely install pipe systems by introducing participants to the tools, equipment, and techniques typically used on a pipe laying job. Attention is paid to proper work practices and protective measures used to install a variety of piping systems safely. Ductile iron, concrete, and high-density polyethylene piping are all covered, and hands-on training is available for each.

**Air Tools**  40 hours
Laborers and Apprentices often will use pneumatic tools for the many scopes of work they are required to perform. This course will introduce the participant to the different tools and their uses, the set-up of compressors, and the safety procedures for all operations.

**Intro. to Arc Welding**  24 hours
Welding is a skill needed by many contractors for fence and guardrail erection and for fabrication of construction materials. This introductory course is the prerequisite for the path to certified welder. Taught in conjunction with the Oxyfuel Cutting 16 hour course.

**Oxyfuel Cutting**  16 hours
Laborers may be called upon to cut metal using oxyfuel cutting equipment. There are many safety precautions that must be taken before, during and after using this equipment. Participants will learn to identify and prevent hazardous situations, identify and don appropriate PPE, identify tools, equipment and materials associated with oxyfuel cutting and describe fire protection precautions and procedures. In addition, participants will practice setting up, lighting, dismantling, cleaning and storing of torches and related equipment. Participants will be given ample time to practice cutting angle, tube, flat and reinforcing iron. Skills learned in this class may be used during deconstruction and demolition, reinforcing steel for fence erection, and the fabrication of construction materials.
Mechanically Stabilized Earth (MSE) Retaining Walls  40 hours
A retaining wall is used anywhere earth must be held or retained and prevented from moving downhill. An increasingly common technique is MSE, or Mechanically Stabilized Earth. Contractors are in need of workers who have a general knowledge of the systems and their installation. In this course, the participant will receive instruction on safety, minimum installation guidelines, material and system component properties, soils and compaction, site practices and equipment selection. The participant will also be given ample hands-on step by step practice in the construction and deconstruction of a MSE wall.

Equipment Endorsement Courses  8 hours
Air Tools
Class A License
Class B License
Skid Steer 1
Skid Steer 2
Traffic Control 2
Trench Plates Shoring
Trench Plate Protection
(All of the above classes are 8 hours with the exception of Class A and B License and Traffic Control 2)

PV Racking Systems  24 hours
This course is designed to instruct the participant in the installation of the ISYS 2.0 Ground Mount System. The history of solar and ways in which solar energy can be used is presented as well as examples of projects currently using this technology. The participant will gain an in-depth knowledge of the components of the system. Environmental hazards, clearing, grading using an Engineer’s ruler and level, layout and plan reading are also covered. The participant will receive ample practice in assembling and disassembling the system.

Tunnel Worker  80 hours
Tunnel Worker training prepares CCLs to work safely and productively on a tunnel job. Topics covered include tunnel safety, an overview of tunnel construction, the duties of a CCL tunnel worker, and compressed air systems.
Appendix A

Plan for Equal Opportunity and Selection Procedures

DISTRICT #: 12
DAS FILE #: 10710
EMPLOYER ID #: 100004959

ARTICLE XX

Laborers Southern California Joint Apprenticeship Committee

California Plan for Equal Opportunity in Apprenticeship

Occupation:

Laborer O*NET CODE 47-2061.00

Recruitment Area Covered By Standards: counties of Imperial, Inyo, Kern, Mono, Los Angeles, Orange, Riverside, Santa Barbara, San Bernardino, San Luis Obispo, Ventura and San Diego

Approved Statistical Area for Recruitment: counties of Imperial, Inyo, Kern, Mono, Los Angeles, Orange, Riverside, Santa Barbara, San Bernardino, San Luis Obispo, Ventura and San Diego

The above-named Program Sponsor, in accordance with the California Plan for Equal Opportunity in Apprenticeship, declares the following to be its selection procedures.

I. Pledge: The program sponsor affirms that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. The sponsor will take affirmative action to provide equal opportunity for both minorities and women and will operate the program as required under Title 29 of the Code of Federal Regulations, Part 30 and equal employment opportunity regulation of the State of California.

II. Dissemination of Information: Information will be disseminated in our area of jurisdiction to the following:

A. Employment Development Department;

100 North Imperial
El Centro, CA 92243 (Imperial County)
873 North Main Street  
Bishop, CA 93515-2429  
(Inyo County)

1400 S. Norma Street, #105  
Ridgecrest, CA 93555  
(Kern County)

1600 East Belle Terrace  
Bakersfield, CA 93307  
(Kern County)

5121 Stockdale Hwy, # 100  
Bakersfield, CA 93309-2664  
(Kern County)

1816 Cecil Ave.  
Delano, CA 93215-1520  
(Kern County)

21010 Vanowen Street  
Canoga Park, CA 91303-2804  
(Los Angeles County)

700 N. Bullis Road  
Compton, CA 90221-2209  
(Los Angeles County)

11635 East Valley Blvd., Ste. G  
El Monte, CA 91731-2411  
(Los Angeles County)

16801 S. Western Ave., Ste. A  
Gardena, CA 90247-5246  
(Los Angeles County)

1255 S. Central Ave.  
Glendale, CA 91204-2529  
(Los Angeles County)

2677 Zoe Avenue  
Huntington Park, CA 90255-4144  
(Los Angeles County)

110 S. La Brea Ave. Room 503  
Inglewood, CA 90301-1768  
(Los Angeles County)

1420 W. Avenue I  
Lancaster, CA 93534-2129  
(Los Angeles County)

3447 Atlantic Ave.  
Long Beach, CA 90807-4539  
(Los Angeles County)

5401 S. Crenshaw Blvd.  
Los Angeles, CA 90043-2407  
(Los Angeles County)
1000 E. Santa Ana Blvd. Ste. 220
Santa Ana, CA 92701 (Orange County)

5405 Garden Grove Blvd. Ste. 100
Westminster, CA 92683 (Orange County)

1277 W. Hobson Way
Blythe, CA 92225-1423 (Riverside County)

237 W. River Road
Corona, CA 92880-1457 (Riverside County)

1025 North State Street
Hemet, CA 92543-1474 (Riverside County)

44-199 Monroe Street Ste. B
Indio, CA 92201-3094 (Riverside County)

1151 Spruce Street
Riverside, CA 92507-2461 (Riverside County)

9650 9th Street, Suite A
Rancho Cucamonga, CA 91730 (San Bernardino County)

646 N. Sierra Way
San Bernardino, CA 92410-4414 (San Bernardino County)

814 W. Colton Ave.
Redlands, CA 92374-2930 (San Bernardino County)

15419 Cholame Rd.
Victorville, CA 92392-2411 (San Bernardino County)

1111 Bay Blvd.
Chula Vista, CA 91910 (San Diego County)

2800 Buena Vista Dr. Bldg.4000
Paso Robles, CA 93446-9530 (San Luis Obispo County)

4111 Broad St. A
San Luis Obispo, CA 93401-7903 (San Luis Obispo County)

130 East Ortega
Santa Barbara, CA 93101 (Santa Barbara County)

130 E. Ortega Street
Santa Barbara, CA 93101-1631 (Santa Barbara County)

1410 S. Broadway
Santa Maria, CA 93454-6971 (Santa Barbara County)

635 S. Ventura Road
Oxnard, CA 93030-6506 (Ventura County)

B. Department of Industrial Relations
Division of Apprenticeship Standards

320 West Fourth Street, Room 950 7575 Metropolitan Dr.209
Los Angeles, CA 90013 San Diego, CA 92108

C. Office of Apprenticeship Training, Employer and Labor Services

U.S. Department of Labor
90- 7th Street, Suite 17-100
San Francisco, CA  94103

D. County Superintendent of Schools

Imperial County School District
1398 Sperber Road 760/339-6464
El Centro, CA 92243 (Imperial County)

Inyo County School District
135 South Jackson 760/878-2426
Independence, CA 93526 (Inyo County)

Kern County Unified School District
1300 17th Street 805/636-4000
Bakersfield, CA 93301-4533 (Kern County)

Mono County School District
Post Office Box 477 760/932-7311
Bridgeport, CA 93517 (Mono County)

Orange County School District
200 Kalmus Drive 714/966-4000
Post Office Box 9050 (Orange County)
Costa Mesa, CA 92628

Public High School District
Los Angeles County Schools
9300 East Imperial Highway 310/992-6111
Downey, CA 90242 (Los Angeles County)
Riverside Superintendent of Schools  (Riverside County)
Post Office Box 868
Riverside, CA 92501

San Bernardino County Superintendent of Schools Office  (San Bernardino County)
Attn: Superintendent
201 North "E" Street
San Bernardino, CA 92415-0020

San Diego County  (San Diego County)
Superintendent of Schools Office
805/292-3868
6401 Linda Vista Road
San Diego, CA 9211

County Superintendent of Schools  (San Luis Obispo County)
Post Office Box 8105
San Luis Obispo, CA 93403-8105

County Superintendent of Schools  (Santa Barbara County)
Post Office Box 67307
Santa Barbara, CA 93160-6307

Ventura Unified School District  (Ventura County)
Attn: Superintendent
805/383-1900
5189 Verdugo Way
Ventura, CA 93012

E. **Community Colleges**

State Center Community College District  (Fresno County)
1525 East Weldon
Fresno, CA 93704-6398

Imperial Community College  (Imperial County)
Post Office Box 158
Imperial, CA 92251-0158

Bakersfield College  (Kern County)
1801 Panorama Drive
Bakersfield, CA 93305-0129

Cerro Coso Community College  (Kern County)
3000 College Heights Boulevard
Ridgecrest, CA 93555
Taft College (Kern County)
29 Emmons Park Drive
Taft, CA 93268

Lassen College (Lassen County)
P.O. Box 3000
Susanville, CA 96130-3000

Antelope Valley College (Los Angeles County)
3041 West Avenue K
Lancaster 93536-5426

College of the Canyons (Los Angeles County)
26455 Rockwell Canyon Road
Santa Clarita 91355-1899

Mr. Randy Peebles, Dean of Technology (Los Angeles County)
Cerritos College
11110 Alondra Boulevard
Norwalk, CA 90650-6298

Citrus College (Los Angeles County)
1000 West Foothill Boulevard
Glendora 91740-1899

Compton Community College (Los Angeles County)
1111 East Artesia Blvd.
Compton 90221

East Los Angeles College (Los Angeles County)
1301 Brooklyn Avenue
Monterey Park 91754

Mr. Cal Caswell, Director (Los Angeles County)
Workplace Learning Resources Center
El Camino Community College
16007 Crenshaw Boulevard
Torrance, CA 90506-0002

Glendale Community College (Los Angeles County)
1500 North Verdugo Road
Glendale, CA 91208-2894

Long Beach City College (Los Angeles County)
4901 East Carson Street
Long Beach, CA 90808
Los Angeles City College (Los Angeles County)
855 North Vermont Avenue
Los Angeles, CA 90029-3590

Los Angeles Harbor College (Los Angeles County)
1111 Figueroa Place
Wilmington, CA 90744

Los Angeles Mission College (Los Angeles County)
13356 Eldridge Avenue
Sylmar, CA 91342-3244

Los Angeles Pierce College (Los Angeles County)
6201 Winnetka Avenue
Woodland Hills, CA 91371

Los Angeles Southwest College (Los Angeles County)
1600 West Imperial Highway
Los Angeles, CA 90047

Apprenticeship Coordinator (Los Angeles County)
Los Angeles Trade & Tech. College
400 West Washington Boulevard
Los Angeles, CA 90015-9058

Los Angeles Valley College (Los Angeles County)
5800 Fulton Avenue
Van Nuys, CA 91401-4096

Dean of Applied Technology (Los Angeles County)
Mt. San Antonio College
1100 North Grand Avenue
Walnut, CA 91789-1399

Pasadena City College (Los Angeles County)
1570 East Colorado Boulevard
Pasadena, CA 91106

Dean of Business & Technology (Los Angeles County)
Rio Hondo Community College
3600 Workman Mill Road
Whittier, CA 90601-1699

Santa Monica College (Los Angeles County)
1900 Pico Boulevard
Santa Monica, CA 90405-1628
West Los Angeles College (Los Angeles County)
4800 Freshman Drive
Culver City, CA 90230

Cypress College (Orange County)
9200 Valley View Street
Cypress, CA 90630-5897

Fullerton College (Orange County)
321 East Chapman Avenue
Fullerton, CA 92632-2095

Coastline Community College (Orange County)
11460 Warner Avenue
Fountain Valley, CA 92708-2597

Golden West College (Orange County)
15744 Golden West Street
Huntington Beach, CA 92647-0592

Irvine Valley College (Orange County)
5500 Irvine Center Drive
Irvine, CA 92720

Orange Coast College (Orange County)
P.O. Box 5005
Costa Mesa, CA 92628-5005

Rancho Santiago College (Orange County)
1530 West 17th Street
Santa Ana, CA 92706-9979

Santiago Canyon Community College (Orange County)
8045 E. Chapman
Orange, CA 92869

Saddleback College (Orange County)
28000 Marguerite Parkway
Mission Viejo, CA 92692-3699

College of the Desert (Riverside County)
43-500 Monterey Avenue
Palm Desert, CA 92260

Mt. San Jacinto College (Riverside County)
499 North State Street
San Jacinto, CA 92583
Palo Verde College
811 West Chanlorway
Blythe, CA 92225

(Riverside County)

Riverside Community College
4800 Magnolia Avenue
Riverside, CA 92506-1299

(Riverside County)

Barstow College
2700 Barstow Road
Barstow, CA 92311

(San Bernardino County)

Chaffey College
5885 Haven Avenue
Rancho Cucamonga, CA 91737-3002

(San Bernardino County)

Crafton Hills College
11711 Sand Canyon Road
Yucaipa, CA 92399

(San Bernardino County)

San Bernardino Community College
631 South Mt. Vernon Avenue
San Bernardino, CA 92403

(San Bernardino County)

Victor Valley College
18422 Bear Valley Road
Victorville 92392-9699

(San Bernardino County)

San Diego City College
1313 - 12th Avenue
San Diego, CA 92101

(San Diego County)

Allan Hancock College
800 South College Drive
Santa Maria 93454

(San Luis Obispo County)

Cuesta College
P.O. Box 8106
San Luis Obispo 93403-8106

(San Luis Obispo County)

San Luis Obispo County Community
College District
Highway 1
San Luis Obispo, CA

(San Luis Obispo County)
F. Other Outreach, minority organizations and Women’s groups that can be used to recruit and refer applicants to help meet sponsor’s goals and timetables. The program shall provide a list on request.

III. Affirmative Action Program: We will engage in outreach and positive recruitment activities which will increase minority and women’s participation in our area as follows:

A. Participate in workshops conducted by employment service agencies, schools and employment service counselors and other appropriate personnel services.

B. Cooperate and counsel with secondary and vocational school administrators concerning the needs of the industry and the transition of minority and female students from school to the industry through apprenticeship. Twice per year.

C. Disseminate information within the industry including sponsors and union representatives to acquaint all involved with the goals of the apprenticeship program and to effect cooperation. Twice per year.

D. Disseminate information with Outreach programs. Twice per year.

IV. Written Applications: Applications are available continuously during business hours at 1385 West Sierra Madre Avenue, Azusa, CA 91702, (626) 610-1700
V. **Selection of Apprentice Applicant:** Applicants will be selected by Selection Method #4. Applicants must bring valid photo identification (i.e., California Driver's License) and a valid original Social Security card.

A. Minimum age of all applicants: 18 years

B. Educational Prerequisite for Entry: None.

C. Physical prerequisites: Applicants must be physically able to perform the work of the craft and complete five days physical agility test which consist of performing duties of a laborer. If a physical examination is required by employer, it shall be provided at no cost to the applicant.

D. Written Test: Yes (see Attachment D)

E. Oral Interview and subjects considered and ratings:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attitude</td>
<td>20%</td>
</tr>
<tr>
<td>Stability</td>
<td>20%</td>
</tr>
<tr>
<td>Motivation</td>
<td>20%</td>
</tr>
<tr>
<td>Dependability</td>
<td>20%</td>
</tr>
<tr>
<td>Oral Response</td>
<td>20%</td>
</tr>
<tr>
<td>Relative Weight of Oral Interview</td>
<td>100%</td>
</tr>
<tr>
<td>(Minimal Overall Passing Score for Oral Interview)</td>
<td>70%</td>
</tr>
</tbody>
</table>

All applicants will be notified of acceptance or rejection. If rejected, reasons for rejection will be stated.

F. A pool of applicants will be established and maintained for two years as follows:

The applicant pool will be established by listing all applications by the order in which they are received. All applications will be date and time stamped with the earliest applicant being the first on the list and the most recent being last on the list.

Applicants are required to keep their current address on file with the program sponsor to receive all notifications.
Applicants will be notified in writing if rejected, the reasons will be stated.
Applicants will be notified in writing before the eligibility list is abolished.
**Applicants will be employed as follows:**

1. The applicant must pass an A Drug Test (cost of the test is not to be paid by the applicant).
2. A qualified apprentice applicant may, upon receipt of a letter of subscription from the JAC, solicit his/her own employment with an approved employer and be indentured by the JAC.
3. An approved employer may request a qualified apprentice applicant for indenture; the JAC will indenture applicant from top of ranked list.
4. Upon signing an Apprentice Agreement, a qualified apprentice may place his or her name on the Union's "Out of Work List," which is available to apprentices who are not working.

**G. Applicants prior 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.**

**H. Priority Referrals:** The Committee may grant priority referrals into the apprenticeship Program to person(s) who do not possess journeyman skills and are sponsored by a signatory employer. After evaluation by the committee or its representatives, these individuals will be qualified and granted advanced credit for work and education experience based on their years of training in the industry and their educational background. These individuals will be given equal consideration without regard to race, sex, minimum qualification, or the program’s eligibility list.

**VI. Goals and Timetables:**

Total Population in Area is 20,668,310 as of 2000 census.

| Percent of Females in the Work Force: | 44.8% |
| Goals for Intake of Females: | 22.4% |

**MINORITIES (MEN AND WOMEN)**

<table>
<thead>
<tr>
<th>Ethnic Group</th>
<th>Goals % of Total Active</th>
</tr>
</thead>
<tbody>
<tr>
<td>Black (not Hispanic)</td>
<td>7.1%</td>
</tr>
<tr>
<td>Hispanic</td>
<td>38.2%</td>
</tr>
<tr>
<td>Asian and Pacific Islander</td>
<td>7.6%</td>
</tr>
<tr>
<td>Filipino</td>
<td>2.8%</td>
</tr>
<tr>
<td>American Indian and Alaskan Native</td>
<td>0.6%</td>
</tr>
<tr>
<td><strong>TOTAL MINORITIES:</strong></td>
<td><strong>56.2%</strong></td>
</tr>
</tbody>
</table>
VII. **Records:**

Records will be maintained for five years and kept at the 1385 West Sierra Madre Avenue, Azusa, CA 91702. Tel. No. (626) 610-1700.

VIII. Program sponsor will submit an annual compliance report to the Division of Apprenticeship Standards at such time as requested by the Division.

**Laborers Southern California**
**Joint Apprenticeship**

**Affirmative Action Plan**

The Laborers Southern California Joint Apprenticeship in accordance with the California Plan for Equal Opportunity in Apprenticeship, California Code of Regulations, Title B, Chapter 2, Part 1, Section 215 declares the following to be its plan for equal opportunity:

1. Disseminate information to contractors and union members concerning the nature of apprenticeship, requirements for admission to apprenticeship, availability of apprenticeship opportunities, source of apprenticeship application, and Program's Affirmative Action Plan (Twice per year).

2. Disseminate information to women and minority organizations that provide a referral service. Invite such organizations by letter to the Program's Open House where the Program will be explained and they will be encouraged to apply. (Twice per year)

3. Participate in workshops conducted by employment service agencies concerned with employment for the purpose of familiarizing school, employment service, and other appropriate personnel with our apprenticeship system and current opportunities therein. (As scheduled)

4. Participate in Career Days at high schools to speak to youths about the Program. The Program will document its efforts and keep written records of participation in these Career Days. (To be done regularly upon request.)

5. Place a Help Wanted Advertisement in the Local Education Agency's newsletter, encouraging women and minorities to apply. (Semi-annually)

6. Utilize journey persons to assist in the implementation of this Affirmation Action Program upon approval. (Throughout year)
7. Provide women and underrepresented minority apprentices begin enrolling in the Program, the Program will solicit these underrepresented groups to assist in the Program's recruitment efforts and the Program will telephone each female and underrepresented minority applicant to encourage them to interview and take tests, if any. (As needed)

8. The Program will facilitate discussion sessions in which women and underrepresented minority applicants can meet employer or project supervisors. (As needed)

9. Provide qualified women and underrepresented minority applicants apply to the Program and are interested in becoming apprentices, the Program will write participating employers informing them of these qualified apprentices and how these employers can contact them. (As needed)