

DOCUMENT RESUME

ED 107 842

CE 003 944

TITLE National Apprenticeship and Training Standards for Painting and Decorating and Drywall Finishing.

INSTITUTION Manpower Administration (DOL), Washington, D.C. Bureau of Apprenticeship and Training.

PUB DATE 74

NOTE 36p.; Ninth edition

EDRS PRICE MF-\$0.76 HC-\$1.95 PLUS POSTAGE

DESCRIPTORS \*Apprenticeships; \*Building Trades; Federal Legislation; \*Painting; \*Standards

ABSTRACT

The booklet presents the ninth edition of the national apprenticeship and training standards developed by the painting and decorating and drywall industry in cooperation with the Department of Labor's Bureau of Apprenticeship and Training. Provisions of national apprenticeship and training standards for painting and decorating and drywall finishing are presented in section one. Section two considers adapting the national standards to local use. Other sections describe: filing with the registration agency; cooperating agencies; Federal laws and regulations on wage determinations; joint training funds; equal employment opportunity in apprenticeship and training; and related technical instruction. Appended materials include: sample of work processes for on-the-job training; apprentice recordkeeping; sample apprentice agreements; an addendum on the Affirmative Action Program; and address lists for the Bureau of Apprenticeship and Training Regional Offices and State Apprenticeship Agencies. (NH)

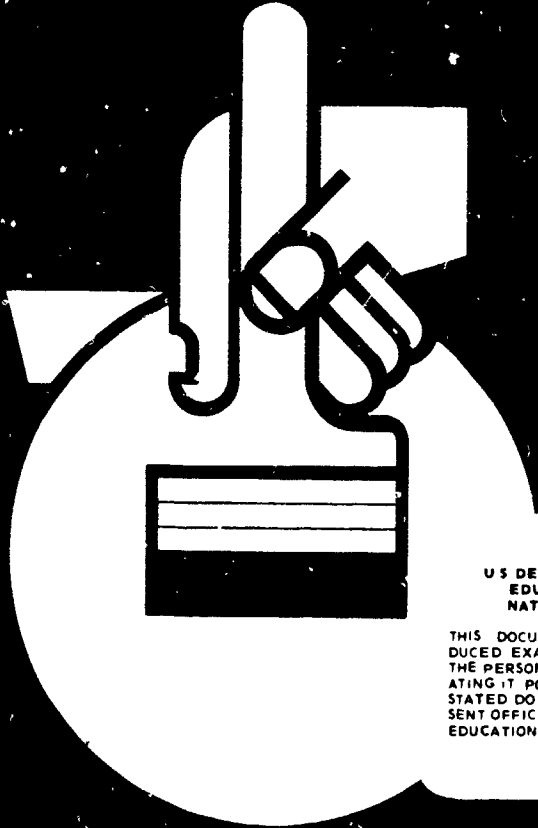
\*\*\*\*\*  
 \* Documents acquired by ERIC include many informal unpublished \*  
 \* materials not available from other sources. ERIC makes every effort \*  
 \* to obtain the best copy available. nevertheless, items of marginal \*  
 \* reproducibility are often encountered and this affects the quality \*  
 \* of the microfiche and hardcopy reproductions ERIC makes available \*  
 \* via the ERIC Document Reproduction Service (EDRS). EDRS is not \*  
 \* responsible for the quality of the original document. Reproductions \*  
 \* supplied by EDRS are the best that can be made from the original. \*  
 \*\*\*\*\*

APR 02 1975

ED107842

# National Apprenticeship and Training Standards for Painting and Decorating and Drywall Finishing

U.S. Department of Labor



U.S. DEPARTMENT OF HEALTH,  
EDUCATION & WELFARE  
NATIONAL INSTITUTE OF  
EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY.

Manpower Administration

CE003949

# National Apprenticeship and Training Standards for Painting and Decorating and Drywall Finishing

Adopted by the National Joint Painting and Decorating and Drywall Finishing Apprenticeship and Training Committee, representing the International Brotherhood of Painters and Allied Trades, AFL-CIO, the Gypsum Drywall Contractors International, and the Painting and Decorating Contractors of America, in conformance with the basic standards recommended by the Bureau of Apprenticeship and Training.

**U. S. DEPARTMENT OF LABOR**

Peter J. Brennan, Secretary

Manpower Administration

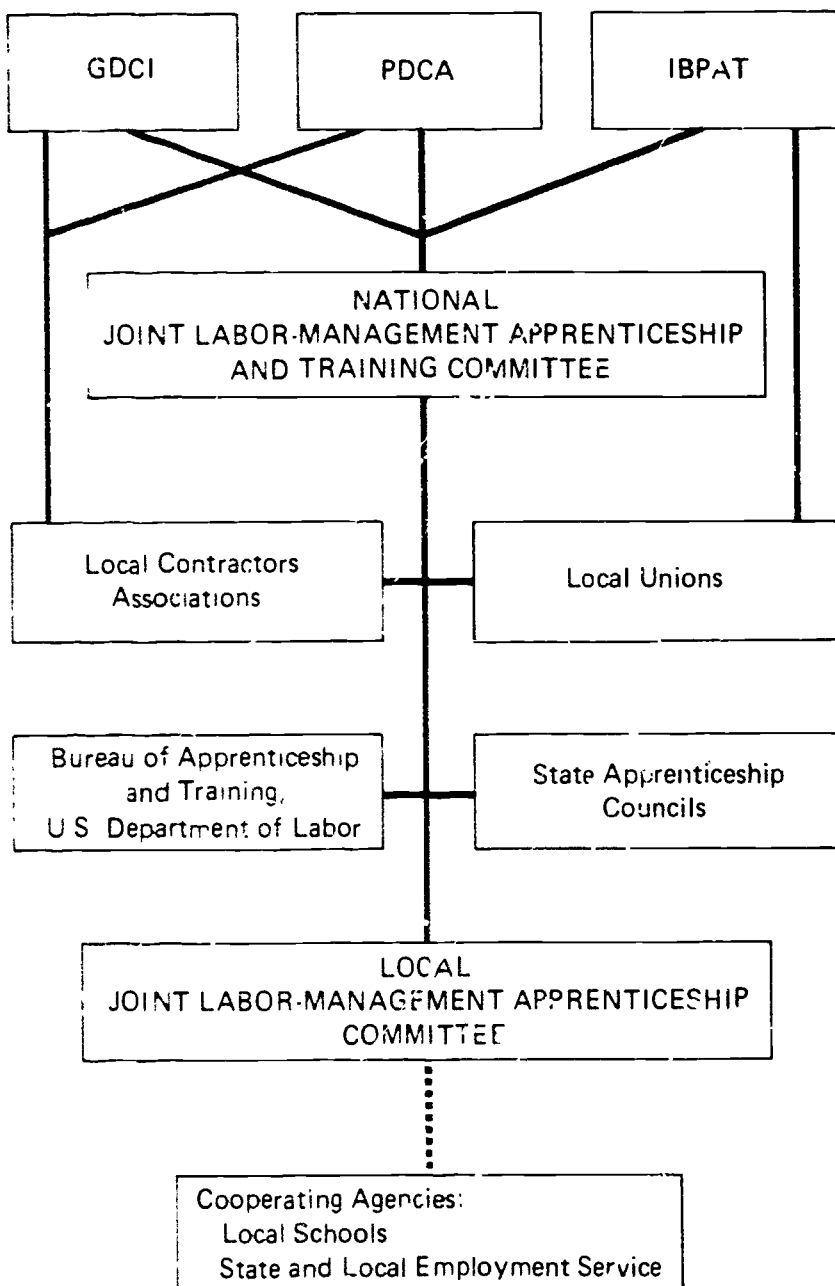
William H. Kolberg

Assistant Secretary for Manpower

Bureau of Apprenticeship and Training

1974 Edition

# APPRENTICESHIP SYSTEM OF THE PAINTING AND DECORATING AND DRYWALL INDUSTRY



## PREFACE

Set forth in this booklet is the ninth edition of these national apprenticeship and training standards, which were originally formulated and adopted in 1937. This latest edition was developed by the Joint Painting and Decorating and Drywall Finishing Apprenticeship and Training Committee in cooperation with the U.S. Department of Labor's Bureau of Apprenticeship and Training. The committee, which represents the International Brotherhood of Painters and Allied Trades, the Painting and Decorating Contractors of America, and the Gypsum Drywall Contractors International, is established on a permanent basis.

The painting and decorating trade was one of the first trades in the United States to adopt national standards to provide a uniform pattern for use by employers and labor in every locality in setting up and operating apprentice training programs. The original standards formulated in 1937 formed a basis for national standards subsequently developed in many other trades.

Continuously on the alert for ways and means to improve training methods and procedures, representatives of contractors and labor in the trade revised the original standards in 1938, 1948, 1954, 1960, 1964, 1967, 1972, and now in 1974. The changing techniques and new competitive materials introduced have constantly increased the skills and technical knowledge required in the trade and the necessity for more versatile, thoroughly trained craft workers, capable of a more economical, longer lasting, perfectly executed job.

In addition to itemizing the various provisions of this latest version of the national standards, this booklet includes an explanation of the application of the standards for the guidance of contractors and labor representatives.

It is hoped that all employers and labor representatives in every community will take full advantage of this edition of the painting industry's national standards in establishing, improving, and conducting local apprenticeship programs.

# CONTENTS

	Page
PREFACE	iii
STANDARDS JOINTLY DEVELOPED AND ADOPTED BY CONTRACTORS AND LABOR	1
NATIONAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE	2
NATIONAL APPRENTICESHIP AND TRAINING STANDARDS FOR PAINTING AND DECORATING AND DRYWALL FINISHING	4
I Provisions of Standards	4
1 Definition of Apprentuce	4
2 Definition of Registration Agency	4
3 Qualifications for Apprenticeship	4
4 Selection of Apprentices	4
5 Term of Apprenticeship	5
6 Related Classroom Instruction	5
7 Ratio of Apprentices to Journeymen	6
8 Apprentice Agreement	6
9 Probationary Period	7
10 Wages	7
11 Credit for Previous Experience	7
12 Hours of Work	7
13 Supervision	7
14 Coordinator of Apprenticeship	8
15 Accident Prevention	8
16 Adjusting Differences	8
17 Work Experience	8
18 Certificate of Completion of Apprenticeship	9
19 Consultants	9
II Adapting National Standards to Local Use	9
1 Local Joint Apprenticeship and Training Committee	9
2 Coverage	10
3 Duties of Local Committees	10
4 Responsibilities of Apprentices	11
Filing with the Registration Agency	12
Cooperating Agencies	12
Federal Laws and Regulations on Wage Determinations	13
Joint Training Funds	13
1 Legality of Training Funds	13
2 The National Training Fund	13
3 Tax Exempt Status of the Trust	14
Equal Employment Opportunity in Apprenticeship and Training	14
Related Technical Instruction	15
APPENDIX WORK PROCESSES FOR ON THE JOB TRAINING	16
Schedule A Trade Experience for Painters, Decorators, and Paperhangers	16
Schedule B Trade Experience for Drywall Finishers	18
APPRENTICE RECORDKEEPING	19
APPRENTICESHIP AGREEMENTS	22
Between Apprentice and Employer	22
Between Apprentice and Joint Apprenticeship Committee	23
ADDENDUM — AFFIRMATIVE ACTION PROGRAM	24
I Preamble	24
II Analysis of Minority Participation	25
III Affirmative Action Procedures for Local Joint Apprenticeship and Training Committees	25
A Informational Activities	25
B Selection Operation	26
C Recruiting, Preparing, and Motivating Minority Applicants	26
D Internal Communication Within the Industry	27
REGIONAL OFFICES, BUREAU OF APPRENTICESHIP AND TRAINING	28
STATE APPRENTICESHIP AGENCIES	29

## STANDARDS JOINTLY DEVELOPED AND ADOPTED BY CONTRACTORS AND LABOR

In order that there may be continuous activity and progress in the national apprenticeship program in the painting and decorating trade, a National Joint Contractor-Labor Apprenticeship Committee was originally established and appointed by the Secretary of Labor to serve in an advisory and promotional capacity. This national committee, now known as the National Joint Apprenticeship and Training Committee, is made up of equal representation of union and management. The union is represented by the International Brotherhood of Painters and Allied Trades, AFL-CIO, and management is represented by the Painting and Decorating Contractors of America and Gypsum Drywall Contractors International. Representatives of the Bureau of Apprenticeship and Training, U.S. Department of Labor, and of the Trade and Industrial Education Service, U.S. Office of Education, serve as consultants to the committee.

To enable young persons to obtain the training necessary to equip them for the responsibilities they must assume as successors to the present generation of craft workers, the National Committee has developed, for the guidance of local contractor and labor groups, the national standards of apprenticeship that appear on the following pages. It is through the cooperative effort and initiative of the local groups that the National Committee looks for ever-increasing apprenticeship activities.

These national standards represent the conservative judgment of leading painters and decorators and drywall finishers concerning the essential factors in the development of highly skilled craft workers. The National Committee will arrange for every assistance possible to be given to the local groups in establishing practical and sound apprenticeship programs. It will review the operation of apprenticeship programs and the development of apprentice training in the industry through periodic surveys and make such recommendations as may be necessary for improving the effectiveness and completeness of the training of apprentices.

**NATIONAL JOINT PAINTING AND DECORATING AND DRYWALL  
FINISHING APPRENTICESHIP AND TRAINING COMMITTEE**

**INTERNATIONAL BROTHERHOOD OF PAINTERS AND ALLIED TRADES, AFL-CIO**

S. Frank Raftery  
General President  
Washington, D.C.

Michael DiSilvestro  
General Secretary-Treasurer  
Washington, D.C.

Bernard A. Sniegowski  
Vice President, First District  
Westchester, Ill.

A. L. Monroe  
Vice President, Second District  
Washington, D.C.

James Wolford  
Vice President, Third District  
Williamsville, N.Y.

Jack T. Cox  
Vice President, Fourth District  
Irvine, Calif.

Guy W. Leber  
Vice President, Fifth District  
Louisville, Ky.

Robert Petersdorf  
Vice President, Sixth District  
Minneapolis, Minn.

William A. Duval  
Vice President, Seventh District  
Washington, D.C.

**BROTHERHOOD REPRESENTATIVES TO THE NATIONAL COMMITTEE**

Robert Brush  
Denver, Colo.

Leo Heavey  
Binghamton, N.Y.

Fred Haering  
Columbus, Ohio

Rocco Velardi  
Paterson, N.J.

Kenneth Turner  
Longwood Fla.

George Hartmann  
Riverside, Calif.

Thomas J. Gustine  
Executive Director  
Washington, D.C.



### Painting and Decorating Contractors of America

Arlo J. Fairbanks President Salt Lake City, Utah	Myron Heiberg Immediate Past President Tacoma, Wash.	Carl Leutenker President Elect San Leandro, Calif.
Robert Ireland Vice President Joliet, Ill.	Marvin Johnston Director of Treasury Paramount, Calif.	Tilden Bonin, Jr. Director Martinville, La
Everett Salley Director Tulsa, Okla.	E. Glen Craven Executive Director Falls Church, Va.	

### PDCA Representatives to the National Committee

Douglas G. Marshall, Chairman Boston, Mass.	John Parker Austin, Texas	Larry Nedrow Aurora, Ill.
James Bohn Los Angeles, Calif.	William Belforte Falls Church, Va.	

### Gypsum Drywall Contractors International

Herbert Reisenfeld President Cincinnati, Ohio	Ted J. Vogle Executive Vice President Tulsa, Okla.	Maury Janneck Vice President Van Nuys, Calif.
William Marek Secretary Tampa, Fla	Wayne Mullin Chairman of the Board San Diego, Calif.	Howard Leederman Executive Director Washington, D.C.
	Anthony Salvadore Treasurer New York, N.Y.	

### GDCI Representatives to the National Committee

Bernard Carroll Westminster, Calif	Ted Vogle Tulsa, Okla	Howard Leederman Executive Director Washington, D.C.
---------------------------------------	--------------------------	--

# NATIONAL APPRENTICESHIP AND TRAINING STANDARDS FOR PAINTING AND DECORATING AND DRYWALL FINISHING

## 1. Provisions of Standards Governing the Employment and Training of Painting and Decorating and Drywall Finishing Apprentices.

NOTE: Local application of these national standards in States having State apprenticeship councils may require adaptation to meet the standards of apprenticeship in such States. The staff of the Bureau of Apprenticeship and Training and State apprenticeship agencies is available to advise on such standards.

### 1. Definition of Apprentice—A "painting and decorating or drywall finishing apprentice" is a person:

- a. Who is at least 16 years of age;
- b. Who is engaged in learning a trade covered by these standards; and
- c. Who is covered by a written agreement, hereinafter called an "apprenticeship agreement," with a local painting and decorating and/or drywall finishing joint apprenticeship and training committee, acting as agent of the contractor, or with a contractor with approval of the agreement by the local joint committee.

### 2. Definition of Registration Agency—The term "Registration Agency," as used herein, shall mean a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training; or, if no such recognized agency exists in the State, it shall mean the Bureau of Apprenticeship and Training, U.S. Department of Labor.

### 3. Qualifications for Apprenticeship—Applicants for apprenticeship must be at least 16 years of age. (The local joint apprenticeship and training committee will have the authority to set the maximum age limit.) All applicants shall satisfy the local joint committee that they have the ability and aptitude to master the rudiments of the trade and have sufficient education to satisfactorily complete the required hours of related theoretical instruction.

Applicants must be physically able to perform the work required of the trade and meet such other qualifications as shall be established by the local joint apprenticeship and training committee.

### 4. Selection of Apprentices—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 in apprenticeship and will operate the apprentice-

ship program as required under applicable Federal law and lawful regulations issued thereunder.

Local joint apprenticeship and training committees shall establish proper selection standards and procedures for applicants interested in painting and decorating or drywall finishing apprenticeship. Application forms, appropriate interviewing techniques, and aptitude tests are essential tools of the selection process and, properly used, provide some degree of assurance that the applicant possesses the qualities necessary to succeed in the trade. Among other benefits to be derived from adequate selection procedures are:

- a. Better qualified apprentices.
- b. Reduction in turnover.
- c. Savings in time, money, and effort in training.
- d. More competent and highly skilled craft workers.

The National Joint Painting and Decorating and Drywall Finishing Apprenticeship and Training Committee's Model Affirmative Action Program is attached to these national standards of apprenticeship as an addendum.

**5. Term of Apprenticeship**—Painting and decorating apprentices shall serve a minimum term of 3 consecutive years (approximately 6,000 hours) in the painting and decorating trade, which shall consist of six 6-month periods of reasonably continuous employment during such term, and include the probationary period and the required hours of supplemental school instruction. (Exception: In individual instances, as circumstances may dictate for the best interests of the industry and its overall apprenticeship programs, local standards altering the term of apprenticeship may be approved by the National Committee.)

Drywall finishing apprentices shall serve a minimum of 2 consecutive years (approximately 4,000 hours) in the drywall finisher trade, which shall consist of four 6-month periods of reasonably continuous employment during such term and include the probationary period and the required hours of supplemental school instruction.

**6. Related Classroom Instruction**—Apprentices shall be required to attend classes in subjects related to the trade each year of their apprenticeship (144 hours per year of such instruction is normally considered necessary). The local joint apprenticeship and training committee shall request the local schools to establish classes of supplemental related instruction for apprentices, and shall cooperate with the local vocational school officials in determining the subjects to be taught and the qualification of instructors. The local joint

committee may recommend journeymen in the trade who have the knowledge and ability to teach related classroom instruction.

Where it is found impracticable to establish related instruction classes, the local joint committee may substitute other organized forms of instruction in the theoretical and technical subjects related to the painting and decorating trade, such as correspondence courses or other industrial courses of equivalent value.

Local standards of apprenticeship should clearly indicate the policy of the local committee with respect to hours spent in related instruction:

- a. The local standards should include the statement that hours spent in related instruction after regular working hours shall not be considered hours worked.
- b. The standards should clearly indicate the policy of the local committee with respect to payment for hours spent in related instruction.

Apprentices should not be allowed to work overtime when such work will interfere with their attendance at related instruction classes. In case apprentices fail to fulfill their obligations as to school attendance and conduct, without due cause, the local joint apprenticeship and training committee shall take necessary disciplinary action.

NOTE: In Wisconsin, State law provides that the employer shall pay an apprentice at the regular hourly rate for the time of instruction. It also provides that, if the apprenticeship is for a longer period than 2 years, the total amount of instruction shall not be less than 100 hours.

**7. Ratio of Apprentices to Journeymen**—The provisions in local standards covering the ratio of apprentices to journeymen shall be worked out according to local practices or agreements.

**8. Apprentice Agreement**<sup>1/</sup>—Each apprentice shall be covered by a written apprenticeship agreement with the local joint committee, acting as agent of the contractor; or the agreement may be between the apprentice and the contractor with approval by the joint committee. All apprentices shall be registered with the appropriate registration agency.

Each apprenticeship agreement shall contain a statement making the terms and conditions of the local trade standards a part of the agreement. For this reason, every apprentice and employer will be

<sup>1/</sup> Some State apprenticeship agencies require the use of their own apprenticeship agreement forms. In such instances, the agreement forms may be obtained from the staff of the State apprenticeship agency or from the Bureau of Apprenticeship and Training, U.S. Department of Labor.

required to read the local standards of apprenticeship before signing the agreement.

**9. Probationary Period**—Apprentices employed under these standards shall be subject to a try-out or probationary period, to be determined by the local joint apprenticeship and training committee, which shall not exceed 3 months of reasonably continuous employment. During the probationary period, the termination or cancellation of the apprenticeship agreement shall be made by the local joint committee at the request of either party to the agreement.

After the probationary period, the agreement may be canceled by the local committee after adequate cause has been shown and all parties to the agreement have had an opportunity to be heard.

The registration agency shall be notified of all cancellations and terminations of apprenticeship agreements.

**10. Wages**—It is recommended that the schedule of wages for apprentices be established on a percentage of the prevailing local journeyman's wage rate (starting rate to be no less than 50 percent and increased each 6 months to completion of the apprenticeship).

The local joint apprenticeship and training committee shall examine apprentices before each period of advancement, ascertaining their satisfactory attendance and progress both at school and on the job and the degree of proficiency and quality of workmanship achieved.

**11. Credit for Previous Experience**—If the local joint committee, upon examining the applicant's records, finds that they have had previous practical experience in the trade, it may grant them advanced standing on the term of apprenticeship, subject to review before the end of the probationary period. Apprentices who receive credit for previous experience shall be paid the wage rate for the period to which such credit advances them.

**12. Hours of Work**—The hours of work for apprentices shall be the same as those for journeymen employed in the trade. Apprentices shall not be allowed to work overtime if it interferes with their attendance at related instruction classes.

Apprentices absent from the services of their employers through their own fault shall make up all such time lost before being advanced to the next period of apprenticeship.

**13. Supervision**—The contractor shall designate a particular person, who may be the superintendent, foreman, or a journeyman, to be responsible for the training of apprentices. Such persons shall, with

the advice and assistance of the local joint apprenticeship and training committee, be responsible for the apprentices' work experience on the job, for their attendance at related classes, and for the recording of same on record forms provided for this purpose.

It shall be the supervisor's duty to see that these record forms are complete in every detail and forwarded to the local joint committee at periodic (quarterly) intervals. The local committee shall keep a master record of the apprentices' work experience and related instruction.

**14. Coordinator of Apprenticeship**—Where the local program of apprenticeship or the area of coverage of the local program is unusually large, the local joint committee should give consideration to the appointment of a person to assist it in the supervision and administration of the apprenticeship system. The coordinator of apprenticeship shall be responsible to the local joint committee and assume such duties as may be assigned by the local committee. In effect, the coordinator of apprenticeship acts for and on behalf of the local joint apprenticeship and training committee during the interim between regular meetings of the local committee to assure the effectiveness and success of the local program.

**15. Accident Prevention**—Apprentices shall receive instruction on accident prevention and safe working habits during their entire term of apprenticeship. Such instruction shall be coordinated with the actual work being performed on the job and the tools and equipment being used.

**16. Adjusting Differences**—The contractor and the apprentices shall have the right and privilege of appeal to the local joint apprenticeship and training committee in the event of disputes or controversies arising over any provision of the local apprenticeship standards which cannot be satisfactorily settled between them. The local committee shall hear all parties and make such adjustments as it may consider necessary.

**17. Work Experience**—During the apprenticeship, apprentices shall be taught the use, care, and effective and safe handling of all tools and equipment commonly used in the trade. They shall be given work experience and training in all branches of their chosen craft to assure them the skill and proficiency that characterize a fully qualified and competent craftsworker in the art of painting and decorating, paperhanging, or drywall finishing. (See the recommended schedules for work experience and training outlined on pages 16 – 19.)

**18. Certificate of Completion of Apprenticeship**—Apprentices who complete their apprenticeship and have passed the required journeyman examination shall be awarded a certificate by the local joint committee, attesting to their satisfactory completion of training and recognition as qualified journeymen. Certificates of completion are available from the National Joint Apprenticeship and Training Committee and the registration agency for all apprentices completing their apprenticeship under registered standards.

**19. Consultants**—The local joint committee may request interested agencies or organizations to designate a representative to serve as a consultant. Consultants may be asked to participate without vote in conferences on special problems which affect the agencies or organizations they represent.

**20.** A representative from the Bureau of Apprenticeship and Training, U.S. Department of Labor, and/or the appropriate State apprenticeship council is available on request to provide assistance to local joint apprenticeship committees in developing selection standards and procedures consistent with the requirements of title 29, CFR, part 30.

## **II. Adapting National Standards to Local Use**

**1. Local Joint Apprenticeship and Training Committee**—It is recommended that a local joint apprenticeship and training committee, equally representative of management and labor, be established which shall be responsible for the administration of the local apprenticeship standards and for coordinating them, where desirable, with the apprenticeship standards of other groups in the community.

Where organizations of employers and employees exist, such organizations should appoint equal numbers of their members to serve on the local joint committee.

Where no organizations of employers and employees exist, a committee may be formed in like manner by volunteers who shall agree to carry out the national standards as herein set forth.

A representative from the Bureau of Apprenticeship and Training, U.S. Department of Labor, and/or the State apprenticeship council, if one exists in the State, is available upon request to attend meetings of the joint committee as advisor and consultant on labor standards applicable to apprentices, on the development of administrative procedures for the conduct of apprenticeship, and on any problems relating to apprentices and apprenticeship.

**2. Coverage**—It shall be the duty of each local joint apprenticeship and training committee to identify its area of operation and to assume responsibility for the training of all painting and decorating and drywall finisher apprentices by area contractors with whom the local union has bargaining agreements. The local committee shall also encourage all other contractors in the area to employ and train apprentices under its system of apprenticeship, and any contractor who desires to do so may participate in the local program by signing agreement to the terms and conditions of training prescribed in the local standards.

**3. Duties of Local Committees**—The local joint committee shall develop local apprenticeship standards consistent with these national standards and covering such items as:

- a. Provision for adequate funding of its program through its local collective bargaining agreement.
- b. Method of selecting apprenticeship applicants on a non-discriminatory basis.
- c. Schedule of work experience on the job.
- d. Progressively increasing schedule of wages for apprentices.
- e. Provision for supplemental related instruction.
- f. Provision for instructions on safe working habits and accident prevention.
- g. Provision for reviewing or testing the apprentice's progress, both on the job and in related instruction.
- h. Provision for adjusting complaints regarding apprenticeship.
- i. Procedure for providing apprentices with certificates of completion.

It shall be the responsibility of the local committee to:

- a. Conduct surveys to determine the need for, and the availability of, apprentices in the local area.
- b. Ascertain whether the contractor undertaking to train apprentices has the necessary facilities to assure effective training.
- c. Place each apprentice under agreement. (Where apprentices are indentured to the local joint committee, the committee shall make every effort to keep them continuously employed and assure them of well-rounded training and experience in all phases of the trade by rotating them, whenever possible, among the various participating contractors. Where apprentices are indentured to the con-



tractor, and the contractor is unable to provide employment for them, the local joint committee shall exert every effort to place them temporarily with another contractor with the understanding that the contractor to whom they are regularly indentured shall have first call on their services when and if the contractor is able to furnish employment for them.

- d. Assure that apprentices are receiving the necessary on-the-job experience and related technical instruction.
- e. Conduct the final examination for apprentices to establish their status as journeymen in the trade.
- f. Notify the appropriate registration agency of all terminations and cancellations of apprenticeship agreements.
- g. Prepare and submit all reports concerning its apprenticeship program that may be legally required by local, State, or Federal agencies and the respective national organizations.
- h. Supervise the enforcement of all the provisions of the standards.

The local joint apprenticeship committees, when unable to adequately perform the above duties and responsibilities on a voluntary basis because of the size of the program or other contributing factors, should give consideration to the appointment of a coordinator of apprenticeship to assist in the supervision and administration of their program.

**4. Responsibilities of Apprentices**—The local joint apprenticeship and training committee should impress upon all indentured apprentices that, in signing the apprenticeship agreement, they have voluntarily agreed to abide by the provisions of the local standards. It shall inform apprentices of their responsibilities and obligations under the apprenticeship program, as follows:

- a. To perform diligently and faithfully the work of the trade and other pertinent duties as assigned by the contractor in accordance with the provisions of the standards.
- b. To respect the property of the contractor and abide by the working rules and regulations of the contractor and the local joint committee.
- c. To attend regularly and complete satisfactorily the required hours of instruction in subjects related to the trade, as provided under the local standards.
- d. To maintain such records of work experience and training received on the job and in related instruction as may be required by the local joint committee.

- e. To develop safe working habits and conduct themselves in their work in such a manner as to assure their own safety as well as that of their fellow workers.
- f. To work for the contractor to whom assigned to the completion of the apprenticeship, unless reassigned to another contractor or the agreement is terminated by the local joint committee.
- g. To conduct themselves at all times in a creditable, ethical, and moral manner, realizing that much time, money, and effort will be spent in affording him an opportunity to become a skilled craft worker.

### **Filing with the Registration Agency**

As soon as the local apprenticeship standards have been developed and approved by the sponsoring local groups, the local joint committee shall file a copy with the registration agency. The joint committee shall furnish the registration agency with any additional information required by Federal or State laws or regulations affecting apprentices. The joint committee shall also register a copy of each apprenticeship agreement with the registration agency

### **Cooperating Agencies**

Local joint apprenticeship and training committees may obtain assistance in the formulation and administration of apprenticeship programs from:

- a. Painting and Decorating Contractors of America.
- b. International Brotherhood of Painters and Allied Trades, AFL-CIO.
- c. Gypsum Drywall Contractors International.
- d. The Bureau of Apprenticeship and Training, U.S. Department of Labor.
- e. State apprenticeship councils, State labor departments, or State industrial commissions.
- f. The Division of Vocational Education, U.S. Office of Education, which administers and supervises Federal funds appropriated for apportionment among the States for vocational education. The assistance of State and local boards of vocational education is also available upon request.

## **Federal Laws and Regulations on Wage Determinations (Federally financed and assisted construction)**

The Secretary of Labor, through the Solicitor's Office of the U.S. Department of Labor, predetermines the prevailing wages for construction mechanics and laborers employed on Federal or federally assisted construction projects. (Details of these regulations will be found in part 5, title 29, subtitle A, Code of Federal Regulations, covering labor standards provisions applicable to public contracts.)

Local joint apprenticeship committees should advise all contractors participating in the local apprenticeship program that, in case they are awarded a contract for a federally financed or assisted construction project, their apprentices must be employed under a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, U.S. Department of Labor; or if no such recognized agency exists in the State, with the Bureau of Apprenticeship and Training, U.S. Department of Labor; and provided further, that the apprentices so employed are individually registered with the appropriate registration agency.

The contractor must present to the contracting officer for acceptance written evidence of such registration, including evidence of the established ratios and wage rates applicable in the project area.

### **Joint Training Funds**

- 1. Legality of Training Funds**—Training funds for use in defraying the cost of apprenticeship or other training programs, to which employers contribute, are authorized under the Labor-Management Reporting and Disclosure Act of 1959 which amends section 302 of the Labor-Management Relations Act of 1947.
- 2. The National Training Fund**—The National Joint Apprenticeship and Training Committee recognizes that the need to train craft workers in the industry is nationwide in scope. They have, therefore, established a national apprentice and manpower training program to assist the local areas in establishing or modifying their present training programs to keep abreast of the technological progress and advancements being made in industry.

To finance this program, the parent organizations have initiated and signed a national trust, known as the National Painting, Decorating, and Drywall Finishing Apprenticeship and Manpower, Training Fund. The parent bodies, by becoming signatory to the above mentioned trust, have obligated their affiliates to make a maximum effort to establish in their collective bargaining agreements a provision calling for a cents-per-man-hour employer contribution to this national apprenticeship and training trust fund. A provision for adequate financing to defray expenses of the local joint apprenticeship and training program can and should be provided for in the same collective bargaining agreement clause. More detailed information, including sample trusts and appropriate clauses for collective bargaining agreements, is available from the National Joint Apprenticeship and Training Committee.

**3. Tax Exempt Status of the Trust**—Training trust funds are considered to be tax exempt by the Internal Revenue Service under section 501 (c) 5 of the Internal Revenue Code of 1954.

Employer contributions to the training trust fund are deductible as ordinary and necessary expenses in the conduct of their business under section 162 (a) of the Internal Revenue Code.

### **Equal Employment Opportunity in Apprenticeship and Training (Title 29, Code of Federal Regulations, part 30, as amended April 8, 1971)**

This regulation requires that programs of apprenticeship registered with the U.S. Department of Labor, or with a State apprenticeship agency recognized by the Department as the appropriate registration agency for registering programs for Federal purposes, include in the standards the equal opportunity pledge stated in the regulation. The pledge provides for the recruitment, selection, employment, and training of apprentices during their apprenticeship without discrimination because of race, color, religion, national origin, or sex.

The regulation further requires that each apprenticeship program sponsor who employs five or more apprentices adopt an appropriate apprentice selection method and affirmative action plan, including goals and timetables if analysis indicates deficiencies in the utilization of minorities in the program.

Detailed information regarding the application of nondiscrimination requirements under title 29, CFR, part 30, as amended, may be obtained from the Bureau of Apprenticeship and Training, U.S. Department of Labor, or the recognized State apprenticeship agency.

### **Related Technical Instruction**

The local joint apprenticeship and training committee may obtain assistance in formulating, adopting, and funding related technical instruction classes from the Division of Vocational and Technical Education, U.S. Office of Education, which administers and supervises Federal funds appropriated for apportionment among the States for apprentice and journeyman training. Assistance may also be received from State and local boards of vocational education.

## APPENDIX

### WORK PROCESSES FOR ON-THE-JOB TRAINING

#### SCHEDULE A: TRADE EXPERIENCE FOR PAINTERS, DECORATORS, AND PAPERHANGERS

This schedule is an example of the type of work experience and training considered necessary to develop a skilled and productive worker in the painting and decorating trade. Within the limits of basic trade requirements, local joint apprenticeship and training committees will find the schedule sufficiently flexible for adaptation to local conditions and for allocating the approximate experience required.

	Approx. hours
I. Preparation of surfaces	
1. Wood and composition	
2. Masonry and concrete	
3. Metal	
4. Plaster	
5. Painted	
6. Drywall finishing and surface treatment (See Schedule B.)	.....
II. Operation and Care of Tools and Equipment	
1. Brushes, rollers, etc.	
2. Spray-painting equipment	
3. Miscellaneous hand-and power-driven tools, including sand and water blasting equipment	
4. Ladders, scaffolding, and rigging	
5. Compressors	.....
III. Materials Used in Painting and Decorating	
1. White pigments	
2. Extender, metal primer, and metal pigments	
3. Color pigments	
4. Binders, thinners, and dryers	
5. Primers and sealers	
6. Oil paints and enamels	
7. Water paints and emulsions	
8. Clear coatings	
9. Stains	
10. Mastics, cement enamels, and other special coatings	

11. Plastics	.....
12. Adhesives	.....
13. Wall coverings	.....
14. Coatings and linings (tanks, vats, and vessels)	.....
15. Foams	.....
IV. Application of Materials--Exterior and Interior	.....
1. Painting, staining, coating, and covering of all surfaces	.....
2. Floor finishing, such as staining, filling, shellacking, varnishing, waxing, sealing, buffing, etc.	.....
V. Applying Various Types of Wall Coverings	.....
VI. Matching and Mixing Colors	.....
VII. Stippling and Texturing	.....
VIII. Blending and Glazing	.....
IX. Graining, Marbling, and Metal and Gold Leafing	.....
X. Stenciling and Shellacking	.....
	<hr/>
Total term, 3 years (approximately 6,000 hours)	.....

## SCHEDULE B: TRADE EXPERIENCE FOR DRYWALL FINISHERS

This schedule is an example of the type of work experience and training considered necessary to develop a skilled and productive worker in the drywall finishing trade. Within the limits of basic trade requirements, local joint apprenticeship and training committees will find the schedule sufficiently flexible for adaptation to local conditions and for allocating the approximate experience required.

	Approx. hours
I. Taping	
1. Joints, hand operation	
2. Angles, hand operation	
3. Joints, machine operation	
4. Angles, machine operation	.....
II. First Topping Coat	
1. Hand application	
2. Machine application	.....
III. Second and Third Topping Coats	
1. Hand application	
2. Machine application	.....
IV. Detail Work (Hand Operation)	
1. Touching up bad joints	
2. Taping and finishing around pipes and tubs	
3. Nail spotting — 1st, 2d, and 3d coats	
4. Filling metal corner guard and metal edge trim	
5. Application of tape-type metal corners and trim	.....
V. Finishing of Angles	
1. Hand operation	
2. Machine operation	.....
VI. Finishing, Sanding, and Final Checkout	.....
VII. Application of Texture (Includes Spray Application)	
1. Application of rough decorative simulated acoustic ceiling texture	
2. Spray application of fog and spatter wall texture	
3. Hand rolled texture	
4. Skip trowel texture	



- 5. Application of thin wall surfacing texture
  - 6. Proper masking procedures
- VIII. Final Cleanup—Floors, jams, window frames, etc.
- Total term, 2 years (approximately 4,000 hours)

### APPRENTICE RECORDKEEPING

To maintain a current record of the progress and ability of apprentices, an accurate recordkeeping system, covering the pertinent points, is essential. A number of different types of recordkeeping systems are in use in different areas. Some systems include a variety of recordkeeping forms—daily, weekly, and monthly, as well as a final master chart summarizing the pertinent data recorded during the entire term of apprenticeship.

Reproduced on the following page is a simply designed recordkeeping form used by joint apprenticeship and training committees in a number of localities. It is presented as an example to those in charge of apprentices in other localities in establishing their own recordkeeping systems. This form covers a 2-week period and is accumulative. The number of hours the apprentice has been trained on the job in each phase of the trade is recorded in columns I through X, and the number of hours of related classroom instruction is recorded in the next column. Provision is also made for the verification of hours spent in related instruction.

It will be noted that the data recorded during each 2-week period are carried forward to the next 2-week period. In this way, a current and complete record of the progress of each apprentice may be kept on this single form.

Samples of other recordkeeping systems may be obtained, upon request, through the field representatives of the U.S. Department of Labor's Bureau of Apprenticeship and Training or State apprenticeship agencies.

## Painting and Decorating Apprentice Recordkeeping Report

Apprentice \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_

Employer \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_

Month \_\_\_\_\_ Year 19\_\_\_\_ Employer or foreman verify \_\_\_\_\_ Give location of job above \_\_\_\_\_  
and sign here

Total hours required	I	II	III	IV	V	VI	VII	VIII	IX	X	Related instruction		
	Schedule	Surface preparation	Tool care	Use of materials: Exterior and interior applications	Wall covering	Color matchings	Stippling	Blending and glazing	Graining and marbling	Stenciling and striping			Hours of related instruction

Hours carried forward \_\_\_\_\_  
Date \_\_\_\_\_

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday
- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday

Total school hours \_\_\_\_\_

Total hours to date \_\_\_\_\_

Make comments or remarks on progress of apprentice on reverse side  
Enter grand total here



Certificates of Completion of Apprenticeship, awarded apprentices when they have completed their training, are issued by the State apprenticeship agency or the Bureau of Apprenticeship and Training in States in which no such agency is established.

**APPRENTICESHIP AGREEMENT**  
Between Apprentice and Employer

CHECK APPROPRIATE BOX

- Vietnam Era Veteran  
 Other Veteran  
 Non Veteran

SOCIAL SECURITY NUMBER

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

The employer and apprentice whose signatures appear below agree to these terms of apprenticeship

The employer agrees to the nondiscriminatory selection and training of apprentices in accordance with the Equal Opportunity Standards stated in Section 30.3 of Title 29 Code of Federal Regulations, Part 30 and in accordance with the terms and conditions of the (*Name of Apprenticeship Standards*) which are made a part of this agreement

The apprentice agrees to apply himself diligently and faithfully to learning the trade in accordance with this agreement

TRADE	TERM OF APPRENTICESHIP (Hours or Years)	PROBATIONARY PERIOD
CREDIT FOR PREVIOUS EXPERIENCE	TERM REMAINING	DATE THE APPRENTICESHIP BEGINS

This agreement may be terminated by mutual consent of the parties citing cause(s) with notification to the Registration Agency

NAME OF APPRENTICE ( <i>Type in Print</i> )		<b>TO BE COMPLETED BY THE APPRENTICE</b>	
SIGNATURE OF APPRENTICE		DATE OF BIRTH (Month Day Year)	
ADDRESS		CHECK APPROPRIATE BOX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	
PARENT OR GUARDIAN		RACE/ETHNIC GROUP ( <i>Check one</i> )	
NAME OF EMPLOYER ( <i>Type in Print</i> )		<input type="checkbox"/> CAUCASIAN/WHITE <input type="checkbox"/> INFORMATION NOT AVAILABLE <input type="checkbox"/> NEGRO/BLACK <input type="checkbox"/> NOT ELSEWHERE CLASSIFIED <input type="checkbox"/> ORIENTAL <input type="checkbox"/> SPANISH AMERICAN <input type="checkbox"/> AMERICAN INDIAN	
ADDRESS		HIGHEST EDUCATION LEVEL ( <i>Check one</i> ) <input type="checkbox"/> 8th GRADE OR LESS <input type="checkbox"/> 9th GRADE OR MORE <input type="checkbox"/> 12th GRADE OR MORE	
SIGNATURE OF AUTHORIZED OFFICIAL			
APPROVED BY THE Apprenticeship Committee			
SIGNATURE OF CHAIRMAN OR SECRETARY			DATE
REGISTERED BY ( <i>Name of Registration Agency</i> )			
SIGNATURE OF AUTHORIZED OFFICIAL			DATE

MA 671B  
Jan 1973

CHECK APPROPRIATE BOX  
 Vietnam Era Veteran  
 Other Veteran  
 Non Veteran

**APPRENTICESHIP AGREEMENT**  
 Between  
 Apprentice and Joint Apprenticeship Committee

SOCIAL SECURITY NUMBER  
 \_\_\_\_\_

THIS AGREEMENT, entered into this .. . . . day of 19  
 between the parties to (Name of local apprenticeship standards) . . . . .  
 . . . . .  
 represented by the Joint Apprenticeship Committee, hereinafter referred to as the COMMITTEE, and  
 (Name of apprentice) . . . . ., born (Month, Day, Year) . . . . .  
 hereinafter referred to as the APPRENTICE, and (if a minor) (Name of parent or guardian) . . . . .  
 hereinafter referred to as his GUARDIAN

**WITNESSETH THAT**

The Committee agrees to be responsible for the selection, placement and training of said apprentice in the trade of . . . . . as work is available, and in consideration said apprentice agrees diligently and faithfully to perform the work of said trade during the period of apprenticeship, in accordance with the regulations of the Committee. The apprenticeship standards referred to herein are hereby incorporated in and made a part of this agreement.

TERM OF APPRENTICESHIP	PROBATIONARY PERIOD	CREDIT FOR PREVIOUS TRADE EXPERIENCE	TERM REMAINING
------------------------	---------------------	--------------------------------------	----------------

OTHER CONDITIONS

*This agreement may be terminated by mutual consent of the signatory parties upon proper notification to the registration agency.*

SIGNATURE OF APPRENTICE		<b>TO BE COMPLETED BY THE APPRENTICE</b>	
		Check One <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	
ADDRESS (Number Street, City State ZIP Code)		RACE/ETHNIC GROUP (Check one):	
		<input type="checkbox"/> CAUCASIAN/WHITE <input type="checkbox"/> INFORMATION NOT AVAILABLE <input type="checkbox"/> NEGRO/BLACK <input type="checkbox"/> NOT ELSEWHERE CLASSIFIED <input type="checkbox"/> ORIENTAL <input type="checkbox"/> SPANISH AMERICAN <input type="checkbox"/> AMERICAN INDIAN	
PARENT OR GUARDIAN (Signature)		HIGHEST EDUCATION LEVEL (Check one)	
		<input type="checkbox"/> 8th GRADE OR LESS <input type="checkbox"/> 12th GRADE OR MORE <input type="checkbox"/> 9th GRADE OR MORE	
SIGNATURE (Joint Apprenticeship Committee Chairman)			
SIGNATURE (Joint Apprenticeship Committee Secretary)			
NAME OF REGISTRATION AGENCY			
DATE (Month Day Year)	SIGNATURE AND TITLE OF AUTHORIZING OFFICIAL		



## ADDENDUM AFFIRMATIVE ACTION PROGRAM

### I. Preamble

The apprenticeable crafts within the painting, decorating, and drywall industry have traditionally been open to all regardless of religion, color, or national origin. As a matter of historic fact—reflected in the 14 percent minority membership of the International Brotherhood of Painters and Allied Trades throughout the Nation—many members of groups once considered to be "minority groups" have found the craft to be an avenue to economic advancement. This industry has, for over 4 years, been participating in MDTA apprentice entry programs and Job Corps preapprenticeship training programs. It has utilized the second highest number of Outreach Program completers in the construction industry.

In keeping with its accelerated efforts, the National Painting and Decorating Joint Apprenticeship and Training Committee therefore adopts this Affirmative Action Program to assure both continued nondiscrimination and equal employment opportunity in all phases of the recruitment, selection, training, employment, and upgrading of all apprentices.

Our experience indicates that underrepresentation of any group in local apprenticeship programs, where such underrepresentation exists, is due primarily to one or more of the following three causes:

1. A historic pattern of choice favoring other occupations;
2. A lack of information concerning the nature of, and the opportunities within, the craft; or
3. The failure of what could be described as our society's total educational system to equip individuals to meet the basic minimum requirements for apprenticeship.

This Affirmative Action Program is designed to achieve equal employment opportunities in local painting, decorating, and drywall apprenticeship training programs by:

1. Assuring continued nondiscrimination.
2. Providing a steady flow of information concerning the nature of the industry's apprenticeship and training program so that it will be clear to all minority groups that selection is based on qualifications alone, without regard to race, color, creed, sex, national origin, or occupationally irrelevant physical handicap.

3. Cooperating with and assisting outreach efforts designed to recruit, prepare, and motivate minority group members for entry into apprenticeship.
4. Continuing with ongoing national preapprentice programs and encouraging local participation in such programs.

## **II. Analysis of Minority Participation**

Upon receipt from the Secretary of Labor, or a person or agency designated by him, of official Government figures on the numbers and proportion of minorities in our labor market area, the Joint Apprenticeship and Training Committee (JATC) shall make a detailed analysis of the employment of minority group workers in the classifications covered by its apprenticeship program to determine the level of intensity required in the implementation of the detailed steps outlined in Part III of this program in order to achieve program objectives.

## **III. Affirmative Action Procedures for Local Joint Apprenticeship and Training Committees:**

### **A. Informational Activities**

1. Maintain up-to-date printed material to acquaint interested parties or groups with the nature of the work performed within the painting and decorating industry. Such material shall clearly explain the qualifications for entrance into local apprenticeship programs.
2. Distribute such informational material to the appropriate Bureau of Apprenticeship and Training (BAT) or State apprentice council (SAC) representative and, to the extent possible, to secondary school counselors, appropriate community groups, and other interested parties, groups, and organizations, such as those engaged in outreach efforts.
3. Make available such films and visual aids as are prepared by national bodies associated with the national painting, decorating, and drywall industry.
4. Arrange for participation whenever possible by JATC members (or other qualified industry representatives) when invited to informational programs such as counselor workshops or school career day activities.
5. Work with other building trades apprenticeship programs

to establish and maintain periodic workshops for school and appropriate employment counselors.

6. Cooperate and counsel with various school boards concerning the needs of the industry and how the transition from school to work can be best accomplished.
7. Cooperate with other building trades apprenticeship programs in efforts to secure public service time on radio and TV stations which can effectively reach the minority community.

## **B. Selection Operation**

1. Where apprentice applications are accepted periodically rather than on a year-round basis, notification of apprenticeship openings shall be made at least 30 days prior to the earliest date of application in the following manner:
  - a. The BAT or SAC representative serving the program shall be notified in writing.
  - b. In a SAC State, the State supervisor of the B. shall also receive notice.
  - c. The superintendent of schools shall be notified.
  - d. All State employment service offices in the training area shall be notified.
  - e. Notice will be provided to appropriate outreach organizations, such as Apprenticeship Outreach or LEAP operated in the area by the area Building Trades Council, or responsible and established civil rights groups interested in recruiting, preparing, and motivating minority group members to meet apprenticeship qualifications.
  - f. Notice in the form of a press release shall be provided to media known to have minority group readership or listenership.
2. The selection procedure outlined in the local apprenticeship standards shall be followed uniformly for all applicants regardless of race, color, creed, sex, national origin, or occupationally irrelevant physical handicap. All apprentices shall receive credit for experience, training, and skills on an equal basis.
3. Graduates of the Brotherhood of Painters and Allied Trades Job Corps Program shall be utilized as a source for available apprenticeship openings. These candidates may



be selected directly into available apprenticeship openings without regard to existing eligibility lists or the necessity of passing written tests.

**C. Recruiting, Preparing, and Motivating Minority Applicants**

1. The Joint Apprenticeship and Training Committee shall assist or join, as circumstances warrant, in cooperative efforts with other building trades apprenticeship programs and appropriate community groups to develop and maintain an outreach program for recruiting and such preapprentice training as minority group individuals may require to enable them to enter the apprenticeship program.
2. Interested government agencies and outreach organizations shall be advised of the nature of any tests required under the standards adopted by the JATC to facilitate proper pretest educational efforts.

**D. Internal Communication Within the Industry**

1. The Joint Apprenticeship and Training Committee will inform the local union and participating employer groups of this Affirmative Action Program and of the need to encourage special consideration by journeymen and supervisors
2. The committee shall also disseminate information within the industry to acquaint all involved with the objectives of the program to secure maximum cooperation.

In order to achieve the objective of this Affirmative Action Program, the Joint Apprenticeship and Training Committee shall alter or supplement the program from time to time as experience dictates.

## REGIONAL OFFICES BUREAU OF APPRENTICESHIP AND TRAINING

Location	States Served	
Region I John F. Kennedy Federal Bldg., Room 1001 Government Center Boston, Mass. 02203	Connecticut Maine Massachusetts	New Hampshire Rhode Island Vermont
Region II 1515 Broadway, Room 3731 New York, N.Y. 10036	New Jersey New York	Puerto Rico Virgin Islands
Region III P.O. Box 8796 Philadelphia, Pa. 19101	Delaware Maryland Pennsylvania	Virginia West Virginia
Region IV 1371 Peachtree Street, N.E., Room 700 Atlanta, Ga. 30309	Alabama Florida Georgia Kentucky	Mississippi North Carolina South Carolina Tennessee
Region V 300 South Wacker Drive, 13th Floor Chicago, Ill. 60606	Illinois Indiana Michigan	Minnesota Ohio Wisconsin
Region VI 1512 Commerce Street, Room 704 Dallas, Tex. 75201	Arkansas Louisiana New Mexico	Oklahoma Texas
Region VII Federal Office Bldg., Room 1100 911 Walnut Street Kansas City, Mo. 64106	Iowa Kansas	Missouri Nebraska
Region VIII Federal Bldg., Room 16440 1961 Stout Street Denver, Colo. 80202	Colorado Montana North Dakota	South Dakota Utah Wyoming
Region IX 450 Golden Gate Avenue, Room 9008 P.O. Box 36017 San Francisco, Calif. 94102	Arizona California	Hawaii Nevada
Region X Arcade Plaza Bldg., Room 2055 1321 Second Avenue Seattle, Wash. 98101	Alaska Idaho	Oregon Washington

## STATE APPRENTICESHIP AGENCIES

Arizona Apprenticeship Council  
1623 B West Adams  
Phoenix Ariz 85007

Division of Apprenticeship  
Standards  
Department of Industrial Relations  
455 Golden Gate Avenue  
P O Box 603  
San Francisco Calif 94102

Colorado Apprenticeship Council  
Industrial Commission Offices  
200 East Ninth Avenue Room 216  
Denver Colo 80203

Apprentice Training Division  
Labor Department  
200 Folly Brook Boulevard  
Wethersfield Conn 06109

Delaware State Apprenticeship and  
Training Council  
Department of Labor and Industry  
618 North Union Street  
Wilmington Del 19805

District of Columbia Apprenticeship  
Council  
555 Pennsylvania Avenue NW Room 307  
Washington D C 20212

Bureau of Apprenticeship  
Florida Department of Commerce  
Caldwell Building  
Tallahassee Fla 32304

Apprenticeship Division  
Department of Labor and Industrial  
Relations  
825 Mililani Street  
Honolulu, Hawaii 98613

Apprentice Training Division  
Kansas Apprenticeship Council  
Department of Labor  
401 Topeka Boulevard  
Topeka Kans 66603

Kentucky State Apprenticeship  
Council  
Department of Labor  
Frankfort Ky 40601

Division of Apprenticeship  
Department of Labor  
1001 Land and Natural Resources Bldg  
Baton Rouge La 70804

Maine Apprenticeship Council  
Department of Labor and Industry  
State Office Building  
Augusta Maine 04330

Maryland Apprenticeship and  
Training Council  
Department of Labor and Industry  
203 East Baltimore Street  
Baltimore Md 21202

Division of Apprentice Training  
Department of Labor and Industries  
State Office Building  
Government Center,  
100 Cambridge Street  
Boston Mass 02202

Division of Voluntary  
Apprenticeship  
Department of Labor and Industry  
Space Center Bldg, 5th Floor  
444 Lafayette Road  
St Paul Minn 55101

Montana State Apprenticeship  
Council  
Division of Labor Standards  
1331 Helena Avenue  
Helena, Mont 59601

Nevada Apprenticeship Council  
Department of Labor  
Capitol Building  
Carson City Nev 89701

New Hampshire Apprenticeship  
Council  
Department of Labor  
State House Annex  
Concord N H 03301

New Mexico Apprenticeship Council  
Labor and Industrial Commission  
1010 National Building  
505 Marquette NW  
Albuquerque, N Mex 87101

Bureau of Apprentice Training  
Department of Labor  
The Campus Building No 12  
Albany N Y 12226

Division of Apprenticeship Training  
Department of Labor  
Raleigh N C 27602

Ohio State Apprenticeship Council  
Department of Industrial Relations  
220 Parsons Avenue, Room 314,  
Columbus Ohio 43215

Apprenticeship and Training Division  
Oregon Bureau of Labor  
Labor & Industry Building, Room 115,  
Salem Oreg 97310

Pennsylvania Apprenticeship and  
Training Council  
Department of Labor and Industry  
Labor and Industry Building, Room 1547  
Harrisburg, Pa 17120

Apprenticeship Division  
Department of Labor  
414 Barbosa Avenue  
Hato Rey, P R 00917

Rhode Island Apprenticeship Council  
Department of Labor  
235 Promenade Street  
Providence, R I 02908

Utah Apprenticeship Council  
Industrial Commission  
431 South Sixth, East, Room 225,  
Salt Lake City, Utah 84102

Vermont Apprenticeship Council  
Department of Industrial Relations  
State Office Building  
Montpelier, Vt 05602

Division of Apprenticeship Training  
Department of Labor and Industry  
P O Box 1814  
Room 344 Ninth Street Office Building  
Richmond, Va 23214

Director of Apprenticeship and  
Training  
Department of Labor  
Christiansted St Croix V I 00820

Apprenticeship Division  
Washington State  
Department of Labor and  
Industries  
318 East Fourth Avenue  
Olympia Wash 98504

Division of Apprenticeship and  
Training  
P O Box 2209  
Madison Wisc 53701

All agencies with the exception of Kansas operate under apprenticeship and or training laws enacted by the legislature. The agency in Kansas functions under executive order of the Governor.

# United States Department of Labor

## Bureau of Apprenticeship and Training

NATIONAL PAINTING AND DECORATING AND DRYWALL FINISHING APPRENTICESHIP AND TRAINING STANDARDS  
(Jointly Sponsored by the International Brotherhood of Painters and Allied Trades, AFL-CIO,  
Gypsum Drywall Contractors International, and the Painting and Decorating Contractors of America)

### Certificate of Registration

For the trade classifications of PAINTER and DECORATOR and Drywall Finisher

Issued in recognition of the above apprenticeship system, registered as part of the  
National Apprenticeship Program, in accordance with the standards recommended by the

### Federal Committee on Apprenticeship

March 21, 1937  
(Rev. 5-23-74)

U. S. G. O.



*Robert D. Brown*  
Secretary

*William H. Keating*  
Assistant Secretary

*Hugh C. Murphy*  
Assistant Secretary

