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ABSTRACT

This publication provides information on the National Apprenticeship Program, the coalition of management, labor, and government that supports the apprenticeship program in the United States. The program and apprenticeship are described, and the importance of apprenticeship is touched upon. The goals of the Bureau of Apprenticeship and Training (BAT) are outlined, as are the areas in which BAT provides technical assistance. Advantages of registered apprenticeship are listed. A definition of an apprenticeable occupation is followed by a representative listing of recognized apprenticeable occupations and their Dictionary of Occupational Titles codes. The Federal Committee on Apprenticeship is then briefly discussed. The publication concludes with the addresses and telephone numbers of regional and state offices of the Bureau of Apprenticeship and Training, and the names and addresses of state and territorial apprenticeship agencies. (YLB)

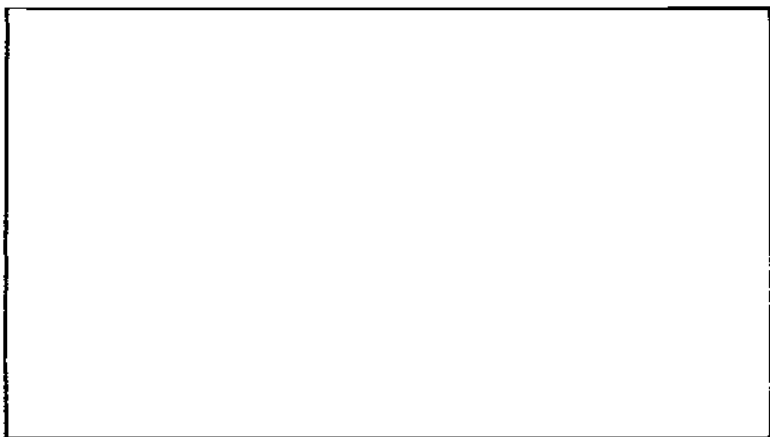
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# The National Apprenticeship Program



U.S. Department of Labor  
Raymond J. Donovan, Secretary

Employment and Training Administration  
Albert Angrisani  
Assistant Secretary for Employment and Training

Bureau of Apprenticeship and Training

Revised 1982

039333

# The National Apprenticeship Act

(50 Stat. 664; 29 U.S.C. 50)

To enable the Department of Labor to formulate and promote the furtherance of labor standards necessary to safeguard the welfare of apprentices and to cooperate with the States in the promotion of such standards.

*Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,* That the Secretary of Labor is hereby authorized and directed to formulate and promote the furtherance of labor standards necessary to safeguard the welfare of apprentices, to extend the application of such standards by encouraging the inclusion thereof in contracts of apprenticeship, to bring together employers and labor for the formulation of programs of apprenticeship, to cooperate with State agencies engaged in the formulation and promotion of standards of apprenticeship, and to cooperate with the National Youth Administration and with the Office of Education of the Department of the Interior in accordance with section 6 of the Act of February 23, 1917 (39 Stat. 932), as amended by Executive Order Numbered 6166, June 10, 1933, issued pursuant to an Act of June 30, 1932 (47 Stat. 414), as amended.

SEC. 2. The Secretary of Labor may publish information relating to existing and proposed labor standards of apprenticeship, and may appoint national advisory committees to serve without compensation. Such committees shall include representatives of employers, representatives of labor, educators, and officers of other executive departments, with the consent of the head of any such department.

SEC. 3. On and after the effective date of this Act the National Youth Administration shall be relieved of direct responsibility for the promotion of labor standards of apprenticeship as heretofore conducted through the division of apprentice training and shall transfer all records and papers relating to such activities to the custody of the Department of Labor. The Secretary of Labor is authorized to appoint such employees as he may from time to time find necessary for the administration of this Act, with regard to existing laws applicable to the appointment and compensation of employees of the United States. *Provided, however,* That he may appoint persons now employed in division of apprentice training of the National Youth Administration upon certification by the Civil Service Commission of their qualifications after nonassembled examinations.

SEC. 4. This Act shall take effect on July 1, 1937, or as soon thereafter as it shall be approved.

Approved, August 16, 1937.

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# The National Apprenticeship Program

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The National Apprenticeship Program is the term used to describe the coalition of management, labor and government that supports the apprenticeship program in the United States and the aggregate nationwide of such programs and enrolled apprentices.

Apprenticeship programs are operated by employers, employer associations, or jointly by management and labor on a voluntary basis. Government's role is to provide support services to these program sponsors.

Under the National Apprenticeship Act, the Bureau of Apprenticeship and Training (BAT) is responsible for providing service to existing apprenticeship programs and technical assistance to organizations who would like to establish an apprenticeship program. The Bureau works very closely with State Apprenticeship Councils (SAC) and the educational system to deliver support services at the National, State and local level.

## Apprenticeship

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Apprenticeship, in simplest terms, is training in occupations that require a wide and diverse range of skills and knowledge, as well as maturity and independence of judgment. It involves planned, day-by-day training on the job and experience under proper supervision, combined with related technical instruction.

As practiced by modern industry, apprenticeship is a business-like system designed to provide workers entering industry with comprehensive training by exposing them to the practical and theoretical aspects of the work required in a highly skilled occupation. This is accomplished through structured training on the job and related theoretical instruction.

## **Importance of Apprenticeship**

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This country's greatest asset is the skill and know-how of its people. The future strength, defense and progress of the nation is dependent upon our commitment to preserving this asset by developing the skills and knowledge of our work force.

Experience indicates that apprentices are more motivated, learn their jobs faster, attain craftworker status sooner and are more likely to become supervisors than workers trained in other ways.

## **The Bureau of Apprenticeship and Training**

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The Bureau prides itself in being a service oriented organization with its primary goals being:

1. To provide professional service to existing program sponsors.
2. To expand the use of the apprenticeship system by assisting potential sponsors to design, implement and operate apprenticeship programs.

The Bureau provides technical assistance to industry in several areas, including:

1. Analysis for training content and work process development.
2. Development of selection procedures consistent with Title 29 CFR Part 30.
3. Development of administrative procedures consistent with Title 29 CFR Part 29.
4. Development of related technical instruction curriculum.
5. Program evaluation.
6. Forecasting apprenticeship needs.
7. Registration of apprenticeship programs.
8. Indenturing of apprentices.
9. Issuance of completion certificates.
10. Veterans assistance.



## **Advantages of Registered Apprenticeship**

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A well-planned, properly administered apprenticeship program will:

1. Attract adequate numbers of highly qualified applicants
2. Reduce absenteeism
3. Reduce turnover
4. Increase productivity
5. Reduce cost of training
6. Facilitate compliance with Federal and State Equal Employment Opportunity requirements
7. Improve community relations
8. Improve employee relations
9. Ensure availability of related technical instruction
10. Enhance problem-solving ability of craftworkers
11. Ensure versatility of craftworkers

## **Apprenticeable Occupations**

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Title 29, Code of Federal Regulations, Part 29.4 defines an apprenticeable occupation as one that:

1. Is customarily learned in a practical way through a structured, systematic program of supervised on-the-job training.
2. Is clearly identified and commonly recognized throughout an industry.
3. Involves manual, mechanical, or technical skills and knowledge that require a minimum of 2,000 hours of on-the-job work experience.
4. Requires related instruction to supplement the on-the-job training. Such instruction may be given in a classroom, through correspondence courses, self-study, or other means of approved instruction.

## Apprenticeable Occupations

The Federal and State Apprenticeship Agencies recognize over 800 occupations as apprenticeable. The following is a representative listing of recognized apprenticeable occupations.

	DOT Code
1. Airframe-and-Power Plant Mechanic	621.281-014
2. Automobile-Body Repairer	807.381-010
3. Automobile Mechanic	620.261-010
4. Baker	313.381-010
5. Biomedical Equipment Technician	719.261-010
6. Boatbuilder, Wood	860.381-018
7. Boilermaker I	805.261-014
8. Boiler Operator	950.382-010
9. Butcher, Meat	316.681-010
10. Bricklayer	861.381-018
11. Cabinetmaker	660.280-010
12. Car Repairer (Railroad)	622.381-014
13. Carpenter	860.381-022
14. Cement Mason	844.364-010
15. Compositor	973.381-010
16. Computer-Peripheral-Equipment Operator (Clerical)	213.382-010
17. Construction-Equipment Mechanic	620.261-022
18. Cook	313.361-014
19. Coremaker	518.381-014
20. Cosmetologist	332.271-010



## Apprenticeable Occupations

	DOT Code
21. Dairy Equipment Mechanic	629.281-018
22. Dental Laboratory Technician	712.381-018
23. Drafter, Architectural	001.261-010
24. Drafter, Mechanical	007.281-010
25. Drilling-Machine Operator	930.482-010
26. Electrician	824.261-010
27. Electrical Repairer	829.281-014
28. Electronics Mechanic	828.281-010
29. Electronics Technician	003.161-014
30. Emergency Medical Technician	079.374-010
31. Environmental-Control System Installer-Servicer	637.261-014
32. Farm Equipment Mechanic I	624.281-010
33. Fire Fighter	373.364-010
34. Fire Medic	373.364-014
35. Furniture Finisher	763.381-010
36. Glazier	865.381-010
37. Heavy Forger	612.361-010
38. Instrument Mechanic	710.281-026
39. Insulation Worker	083.364-580
40. Legal Secretary	201.362-010
41. Line Erector	821.361-018
42. Line Maintainer	821.261-014
43. Machine Repairer, Maintenance	626.281-010
44. Machinist	600.280-022

## Apprenticeable Occupations

	DOT Code
45. Maintenance Machinist	600.280-042
46. Maintenance Mechanic	638.281-014
47. Medical Laboratory Technician	078.381-014
48. Millwright	638.281-018
49. Mine-Car Repairer	622.381-030
50. Miner I	939.281-010
51. Model Maker	693.361-010
52. Mold Maker Die Casting & Plastic Molding	601.280-030
53. Office-Machine Servicer	633.281-018
54. Offset-Press Operator I	651.482-010
55. Ornamental-Ironworker	809.381-022
56. Painter	840.381-010
57. Patternmaker, All-Around	693.280-560
58. Patternmaker, Wood	661.281-022
59. Pipefitter	862.381-018
60. Plumber	862.381-030
61. Powerhouse Mechanic	631.261-014
62. Precision Lens Grinder	716.382-018
63. Programmer, Business	020.162-014
64. Programmer, Engineering and Scientific	020.167-022
65. Refrigeration Mechanic	637.261-026
66. Sheet-Metal Worker	804.281-010
67. Shipfitter	806.381-046
68. Shoemaker, Custom	788.381-014

## Apprenticeable Occupations

	DOT Code
69. Stationary Engineer	950.382-026
70. Structural-Steel Worker	801.361-014
71. Television-and-Radio Repairer	720.281-018
72. Tool Maker	601.281-042
73. Tool-and-Die Maker	601.280-046
74. Water Treatment-Plant Operator	954.382-014
75. Welder, Combination	819.384-010
76. Welding-Machine Operator, Arc	810.382-010

New occupations are continually being approved to keep pace with technological advances.



## The Federal Committee on Apprenticeship

The Federal Committee on Apprenticeship (FCA) is one of the oldest public advisory committees in the Federal Government. It was created by the Secretary of Labor in August 1934, as the Federal Committee on Apprentice Training to carry out Executive Order 6750-C, issued by President Franklin D. Roosevelt. The Committee was reauthorized by the National Apprenticeship Act of 1937.

The Federal Committee is an advisory group to the Secretary of Labor. It has 25 members, appointed by the Secretary for 2-year terms. Ten of its members represent labor, 10 are from management, and 5 represent the public. In addition, there are three ex officio members: the current president of the National Association of State and Territorial Apprenticeship Directors, a representative of the U.S. Department of Education, and the Assistant Secretary of Labor for Employment and Training. The Committee is chaired by a public member selected by the Secretary of Labor. Committee members serve without compensation, meetings are announced in the *Federal Register* and are open to the public. The Committee's recommendations to the Secretary of Labor concern a broad range of activities to improve and extend apprenticeship.



# Regional Offices, Bureau of Apprenticeship and Training

## Region I

JFK Federal Bldg.  
Room E-432  
Government Center  
Boston, Massachusetts 02203  
Telephone: 617/223-6740

## States Served

Connecticut	New Hampshire
Maine	Rhode Island
Massachusetts	Vermont

## Region II

1515 Broadway  
& 44th Street  
Room 3731  
New York, New York 10036  
Telephone: 212/944-3060

New Jersey	Puerto Rico
New York	Virgin Islands

## Region III

P.O. Box 8796  
Philadelphia, Pennsylvania 19101  
Telephone: 215/596-6417

Delaware	Virginia
Maryland	West Virginia
Pennsylvania	

## Region IV

1371 Peachtree St., NE  
Room 700  
Atlanta, Georgia 30367  
Telephone: 404/881-4405

Alabama	Mississippi
Florida	North Carolina
Georgia	South Carolina
Kentucky	Tennessee

## Region V

Federal Bldg.  
Room 701  
230 South Dearborn St.  
Chicago, Illinois 60604  
Telephone: 312/353-7205

Illinois	Minnesota
Indiana	Ohio
Michigan	Wisconsin

## Region VI

555 Griffin Square Bldg.  
Griffin and Young Sts.  
Room 858  
Dallas, Texas 75202  
Telephone: 214/767-4993

Arkansas	Oklahoma
Louisiana	Texas
New Mexico	

## Region VII

Federal Office Bldg.  
Room 1100  
911 Walnut St.  
Kansas City, Missouri 64106  
Telephone: 816/374-3858

Iowa	Missouri
Kansas	Nebraska



## Regional Offices, Bureau of Apprenticeship and Training

---

### Region VIII:

U.S. Custom House  
Room 476  
721 19th St.  
Denver, Colorado 80202  
Telephone: 303/837-4791

Colorado  
Montana  
North Dakota

South Dakota  
Utah  
Wyoming

### Region IX

211 Main Street  
Room 344  
San Francisco, California 94105-1978  
Telephone: 415/974-0552

Arizona  
California

Hawaii  
Nevada

### Region X

Federal Office Bldg.  
Room 8014  
909 First Avenue  
Seattle, Washington 98174  
Telephone: 206/442-5286

Alaska  
Idaho

Oregon  
Washington



# State Offices, Bureau of Apprenticeship and Training

---

## Alaska

Room E-512  
Federal Building &  
Courthouse, Box 37  
701 C Street  
Anchorage 99513  
907/271-5035

## Alabama

1931 9th Avenue, South  
South Twentieth Building  
Birmingham 35205  
205/254-1308

## Arizona

2120 North Central  
Suite G-110  
Phoenix 85004  
602/261-3401

## Arkansas

Room 3014  
Federal Building  
700 West Capitol Street  
Little Rock 72201  
501/378-5415

## California

Room 344  
211 Main Street  
San Francisco 94105-1978  
415/974-0556

## Colorado

Room 464  
U.S. Custom House  
721 19th Street  
Denver 80202  
303/837-4793

## Connecticut

Room 367  
Federal Building  
135 High Street  
Hartford 06103  
203/244-3886

## Delaware

Lock Box 36  
Federal Bldg.  
844 King Street  
Wilmington 19801  
302/573-6113

## Florida

Room 3080  
Hobbs Federal Building  
227 North Bronough Street  
Tallahassee 32301  
904/681-7161

## Georgia

Room 725  
1371 Peachtree Street, N.E.  
Atlanta 30367  
404/881-4403

## Hawaii

Room 5113  
P.O. Box 50203  
300 Ala Moana Boulevard  
Honolulu 96850  
808/546-7569

## Idaho

Suite 250  
Owyhee Plaza  
1109 Main Street  
Boise 83702  
208/334-1013

## Illinois

Room 505  
7222 W. Cermak Road  
North Riverside 60546  
312/447-0382

## Indiana

Room 414  
Federal Building and U.S.  
Courthouse  
46 E. Ohio Street  
Indianapolis 46204  
317/269-7592

## Iowa

Room 367  
Federal Building  
210 Walnut Street  
Des Moines 50309  
515/284-4690

## Kansas

Room 225  
Federal Building  
444 S.E. Quincy Street  
Topeka 66683  
913/295-2624 (Ext. 236)

## State Offices, Bureau of Apprenticeship and Training

---

### **Kentucky**

Room 554-C  
Federal Building  
600 Federal Place  
Louisville 40202  
502/582-5223

### **Louisiana**

Room 215-B—Hoover Bldg.  
8312 Florida Boulevard  
Baton Rouge 70806  
504/923-3431

### **Maine**

Room 101-B  
Federal Building—P.O. Box 917  
68 Sewall Street  
Augusta 04330  
207/622-8235

### **Maryland**

Room 102B  
Charles Center—Fed. Bldg.  
31 Hopkins Plaza  
Baltimore 21201  
301/962-2676

### **Massachusetts**

Room 1001  
JFK Federal Building  
Government Center  
Boston 02203  
617/223-6745

### **Michigan**

Room 308  
Corr Building  
300 East Michigan Avenue  
Lansing 48935  
517/377-1746 or 1750

### **Minnesota**

Room 134  
Federal Building and U.S.  
Courthouse  
316 Robert Street  
St. Paul 55101  
612/725-7951

### **Mississippi**

Suite 1003  
Federal Building  
100 West Capitol Street  
Jackson 39269  
601/960-4346 or 4349

### **Missouri**

Room 547  
210 North Tucker  
St. Louis 63101  
314/452-4522

### **Montana**

Room 394—Drawer #10055  
Federal Office Bldg.  
301 South Park Avenue  
Helena 59626-0055  
406/449-5261

### **Nebraska**

Room 700  
106 South 15th Street  
Omaha 68102  
402/221-3281

### **Nevada**

Room 316  
Post Office Building  
P.O. Box 1987  
301 East Stewart Avenue  
Las Vegas 89101  
702/385-6396

### **New Hampshire**

Room 311  
Federal Building  
55 Pleasant Street  
Concord 03301  
603/834-4736

### **New Jersey**

Room 838  
New Federal Building  
970 Broad Street  
Newark 07102  
201/645-3880



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# Rosie Doesn't Just Rivet Anymore!

**She's alive and  
well as an apprentice  
tool and die maker.**

**Apprenticeship for  
Women is Working.**

U.S. Department of Labor

1948  
Bureau of Apprenticeship and Training



## State Offices, Bureau of Apprenticeship and Training

---

### **New Mexico**

Room 1116  
Western Bank Building  
505 Marquette N.W.  
Albuquerque 87102  
505/766-2398

### **New York**

512 U.S. Post Office  
and Courthouse  
Albany 12207  
518/472-4800

### **North Carolina**

Room 376  
Federal Building  
310 New Bern Avenue  
Raleigh 27601  
-919/755-4466

### **North Dakota**

Room 344  
New Federal Building  
653 2nd Avenue, North  
Fargo 58102  
701/237-5711 (Ext. 5415)

### **Ohio**

Room 605  
200 North High Street  
Columbus 43215  
614/469-7375

### **Oklahoma**

Suite 1440  
50 Penn Place  
Oklahoma City 73118  
405/231-4814

### **Oregon**

840 Federal Building  
1220 S.W. 3rd Avenue  
Portland 97204  
503/221-3157 or 3177

### **Pennsylvania**

Room 773  
Federal Building  
228 Walnut Street  
Harrisburg 17108  
717/782-3496

### **Rhode Island**

100 Hartford Avenue  
Providence 02909  
401/838-4328

### **South Carolina**

Room 838  
Strom Thurmond Fed. Bldg.  
1835 Assembly Street  
Columbia 29201  
803/765-5547

### **South Dakota**

Room 104  
Federal Building  
400 South Phillips Avenue  
Sioux Falls 57102  
605/336-2980 (Ext. 326)

### **Tennessee**

Suite 406  
1720 West End Avenue  
Nashville 37203  
615/251-5406

### **Texas**

Room 2102  
VA Building  
2320 LaBranch Street  
Houston 77004  
713/750-1696

### **Utah**

Room 314  
Post Office Building  
350 South Main Street  
Salt Lake City 84101  
801/524-5700

### **Vermont**

Suite 103  
Burlington Square  
96 College Street  
Burlington 05401  
802/951-6278

### **Virginia**

Room 10-020  
400 North 8th Street  
Richmond 23240  
804/771-2488

## State Offices, Bureau of Apprenticeship and Training

---

### Washington

1009 Federal Office Building  
909 First Avenue  
Seattle 98174  
206/442-4758

### West Virginia

Room 3013  
Federal Building  
500 Quarrier Street  
Charleston 25301  
304/343-6181 (Ext.313)

### Wisconsin

Room 303  
Federal Center  
212 E. Washington Avenue  
Madison 53703  
608/264-5377

### Wyoming

Room 8017  
J.C. O'Mahoney Federal Center  
P.O. Box 1126  
2120 Capitol Avenue  
Cheyenne 82001  
307/772-2448







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## State and Territorial Apprenticeship Agencies

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### Arizona

Apprenticeship Services  
Department of Economic Security  
207 East McDowell Road  
Phoenix 85004

### California

Division of Apprenticeship Standards  
Department of Industrial Relations  
455 Golden Gate Ave., Room 3230  
San Francisco 94102

### Colorado

Apprenticeship Council  
Division of Labor  
323 Centennial Building  
Denver 80203

### Connecticut

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

### Delaware

Apprenticeship Officer  
Delaware State Department of Labor  
State Office Bldg., 6th Floor  
820 North French Street  
Wilmington 19801

### District of Columbia

DC Apprenticeship Council  
500 C Street, N.W. Room 241  
Washington 20001

### Florida

Bureau of Apprenticeship  
Division of Labor  
Dept. of Labor & Employment  
Security  
1321 Executive Center Dr., East  
Tallahassee 32301

### Hawaii

Apprenticeship Division  
Department of Labor & Industrial  
Relations  
825 Milliani Street  
Honolulu 96813

### Kansas

Apprenticeship Section  
Div. of Labor-Management Relations  
and Employment Standards  
Department of Human Resources  
512 West 6th Street  
Topeka 66603-3178

### Kentucky

Apprenticeship and Training  
Kentucky State Apprenticeship  
Council  
620 South Third Street—6th Floor  
Louisville 40202

### Louisiana

Division of Apprenticeship  
Department of Labor  
P.O. Box 44094  
Baton Rouge 70804

### Maine

Maine State Apprenticeship and  
Training Council—Department of  
Manpower Affairs  
Bureau of Labor  
State Office Building  
Augusta 04333

### Maryland

Apprenticeship and Training  
Maryland Apprenticeship & Training  
Council  
Division of Labor and Industry  
203 East Baltimore St., Room 1108  
Baltimore 21202

### Massachusetts

Division of Apprentice Training  
Department of Labor & Industries  
Leverett Saltonstall Bldg.  
100 Cambridge Street  
Boston 02202

### Minnesota

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

## State and Territorial Apprenticeship Agencies

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### Montana

Apprenticeship Bureau  
Division of Labor Standards  
Department of Labor & Industry  
Capitol Station  
Helena 59620

### Nevada

Department of Labor—Capitol  
Complex—Room 60f  
505 East King Street  
Carson City 89710

### New Hampshire

Commission of Labor  
Department of Labor  
19 Pillsbury Street  
Concord 0330f

### New Mexico

N.M. State Apprenticeship Council  
Labor and Industrial Commission  
2340 Menaul, N.E.—Suite 212  
Albuquerque 87107

### New York

Apprentice Training  
Department of Labor  
The Campus Bldg., #12—Room 428  
Albany 12240

### North Carolina

Apprenticeship Division  
North Carolina Department of Labor  
4 West Edenton Street  
Raleigh 27601-1472

### Ohio

State Apprenticeship Council  
Department of Industrial Relations  
2323 West Fifth Avenue—Room 2250  
Columbus 43215

### Oregon

Apprenticeship and Training Division  
State Office Bldg.—Room 466  
1400 S.W. Fifth Avenue  
Portland 97201

### Pennsylvania

Pennsylvania Apprenticeship and  
Training Council  
7th and Forster Streets, Room 1618  
Department of Labor & Industry  
Harrisburg 17120

### Puerto Rico

Apprenticeship Division  
Department of Labor  
Right to Employment Division  
GPD Box 4452  
San Juan 00936

### Rhode Island

Apprenticeship Council  
Department of Labor  
220 Elmwood Avenue  
Providence 02907

### Utah

Apprenticeship Council  
160 East 3rd South  
P.O. Box 5800  
Salt Lake City 84110  
801/530-6877

### Vermont

Vermont Apprenticeship Council  
Department of Labor and Industry  
120 State Street  
State Office Building  
Montpelier 05602

### Virgin Islands

Division of Apprenticeship and  
Training  
Department of Labor  
Christiansted, St. Croix 00820

### Virginia

Division of Apprenticeship Training  
Virginia Department of Labor &  
Industry  
P.D. Box 12064  
Richmond 20064

### Washington

Apprenticeship and Training Division  
Department of Labor & Industries  
4436 Lacey Blvd., S.E.—Suite B  
Lacey 98603

### Wisconsin

Division of Apprenticeship and  
Training  
Department of Industry, Labor and  
Human Relations  
P.O. Box 7946  
Madison 53707