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| OFFICE OF APPRENTICESHIP  BULLETIN | **NO.**  2024-95 |
| **DATE**  July 3, 2024 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

OFFICE OF APPRENTICESHIP STAFF

STATE APPRENTICESHIP AGENCIES

**FROM:** JOHN V. LADD /s/

Administrator, Office of Apprenticeship

**SUBJECT:** Approval and Extension Without Change of ETA Form 671: Program Registration and Apprenticeship Agreement and ETA Form 9039: Complaint Form – Equal Employment Opportunity in Apprenticeship Programs

1. **Purpose.** To inform the staff of OA and the State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors, Registered Apprenticeship stakeholders, and other interested parties that the Office of Management and Budget (OMB) has approved and extended without change ETA Form 671: Program Registration and Apprenticeship Agreement and ETA Form 9039: Complaint Form – Equal Employment Opportunity (EEO) in Apprenticeship Programs. The new expiration date for ETA Form 671 and ETA Form 9039 is July 31, 2027.
2. **Action Requested.** OA and SAA staff should familiarize themselves with the information contained in this bulletin and immediately discontinue use of any ETA Forms 671 and 9039 bearing the expiration date of June 30, 2024. All parties should ensure program sponsors are sufficiently apprised of the form’s extension without change. This bulletin is available on Apprenticeship.gov at <https://www.apprenticeship.gov/about-us/legislation-regulations-guidance/bulletins>.
3. **Summary and Background.**
   1. *Summary* – OMB approved and extended the Information Collection Request (ICR) that includes ETA Forms 671 and 9039. The information collected under this ICR does not change the information collection activities previously approved by OMB under OMB Control Number 1205-0223 in June 2021. The following information collections have been extended without change:
      1. ETA Form 671, Section I: Program Registration
      2. ETA Form 671, Section II: Apprentice Agreement and Registration;
      3. ETA Form 671, Section II: “Tear-Off” Voluntary Disability Disclosure; and
      4. ETA Form 9039, Complaint Form – EEO in Apprenticeship Programs.

OA has initiated the required action to ensure availability of the approved forms and all stakeholders may continue the use of RAPIDS to record information pertaining to registered apprenticeship programs and apprentice registration.

* 1. *Background* – Pursuant to the Paperwork Reduction Act (PRA) of 1995, the U.S. Department of Labor (Department) published a 60-day *Federal Register* Notice (FRN) (88 FR 85654) on December 8, 2023, which solicited comments concerning an extension without change to the information collection request (ICR) titled, ‘‘Registration and Equal Employment Opportunity in Apprenticeship Programs’’ under OMB Control Number 1205-0223.

The Department received no comments on the proposed extension of this ICR during the 60-day comment period, and subsequently, issued a 30-day FRN on May 14, 2024, which informed the public of the ICR’s submission to OMB for review and approval (89 FR 41995). On July 1, 2024, OMB approved the request to extend the ICR without change under OMB Control Number 1205-0223 through July 31, 2027. A copy of the OMB Notice of Action can be accessed at the following website: <https://www.reginfo.gov/public/do/DownloadNOA?requestID=683107>.

1. **Inquiries.** If you have any questions about this bulletin please contact Ayesha Upshur, Supervisory Program Analyst, Division of National System Building, at [Upshur.Ayesha@dol.gov](mailto:Upshur.Ayesha@dol.gov). The most recently OMB-approved forms can be accessed on Apprenticeship.gov at <https://www.apprenticeship.gov/about-us/legislation-regulations-guidance/forms>.

Additionally, for general inquiries or comments related to ICRs issued by the Office of Apprenticeship, you may contact [OA-ICRs@dol.gov](mailto:OA-ICRs@dol.gov).

1. **Attachments.**

ETA Form 671, Section I: Program Registration



ETA Form 671, Section II: Apprentice Agreement and Registration

 

ETA Form 671, Section II: “Tear-Off” Voluntary Disability Disclosure

 

ETA Form 9039: Complaint Form – EEO in Apprenticeship Programs

