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| OFFICE OF APPRENTICESHIP  BULLETIN | **NO.**  2025-18 |
| **DATE**  November 14, 2024 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

OFFICE OF APPRENTICESHIP STAFF

STATE APPRENTICESHIP AGENCIES

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

Administrator, Office of Apprenticeship

**SUBJECT:** RevisedNational Guidelines for Apprenticeship Standards for BGIS Global Integrated Solutions

1. **Purpose.** To inform the staff of OA and the State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors and other Registered Apprenticeship partners of the approval of revised National Guidelines for Apprenticeship Standards for the BGIS Global Integrated Solutions.
2. **Action Requested.** The OA staff should familiarize themselves with this bulletin. A copy of the revised National Guidelines for Apprenticeship Standards and the Work Process Schedule and Related Instruction Outlines are attached.
3. **Summary and Background.**
   1. Summary – These revised National Guidelines for Apprenticeship, were submitted by Ms. Tammy Alcantar, Senior Human Resources Business Partner, on behalf of the BGIS Global Integrated Solutions, were processed by Kirk Jefferson and approved by the OA Administrator and approved by the OA Administrator on November 14, 2024.
   2. Background –

***NGS Background -*** National Guidelines for Apprenticeship Standards (NGS) are a template of high-quality apprenticeship program standards submitted by a labor union, trade or industry association, employer, workforce intermediary, education provider, or other organizations with national scope; these apprenticeship standards may be certified by OA in instances where they are (1) found suitable for adoption or adaptation by State or local affiliates of the submitting organization, and (2) fully satisfy the regulatory requirements set forth at 29 CFR Parts 29 and 30 and any sub-regulatory guidance issued thereunder. NGS that receive certification by OA may be registered subsequently on a local basis by the applicable Registration Agency (either by an OA State Office or by a State Apprenticeship Agency (SAA)) within a particular State or jurisdiction where a program adopting the NGS standards is situated. A local affiliate or sponsoring employer that adopts a set of NGS standards may elect to implement those program standards without modification in registering the program on the State or local level, or it may customize the NGS standards to meet State-specific criteria.

1. **Revised National Guidelines for Apprenticeship Standards.** These revised National Guidelines for Apprenticeship Standards are a model for developing local apprenticeship programs with OA or a SAA for the following occupations:

Electrician

O\*NET-SOC CODE: 47-2111.00

RAPIDS CODE: 0159

Type of Training: Time-based

Heating, Ventilation, Air Conditioning

O\*NET-SOC CODE: 49-9021.00

RAPIDS CODE: 0637

Type of Training: Time-based

1. **Inquiries.** If you have any questions, please contact Kirk Jefferson, Apprenticeship & Training Representative, OA National Office, at (202) 693-3399 or Jefferson.kirk@dol.gov.
2. **Attachments**

