

U.S. Department of Labor Employment and Training Administration Office of Apprenticeship (OA) Washington, D.C. 20210	<u>Distribution:</u> A-541 Headquarters A-544 All Field Tech A-547 SD+RD+SAA+; Lab.Com	<u>Subject:</u> Revised National Guidelines for Apprenticeship Standards for the Home Builders Institute <u>Code:</u> 400.1
Symbols: DSNIP/DMc		Action: Immediate

PURPOSE: To inform the OA and the State Apprenticeship Agencies (SAA) staff, Registered Apprenticeship program sponsors and other Registered Apprenticeship partners of revised National Guidelines for Apprenticeship Standards for the Home Builders Institute.

BACKGROUND: These National Guidelines for Apprenticeship Standards submitted by Mr. Frederick Humphreys, President & CEO, were approved by the OA Administrator on April 21, 2011. These National Guidelines for Apprenticeship Standards are a model for developing local apprenticeship programs registered with OA or a SAA for the occupations Residential Carpenter, Residential Electrical Wirer, Building Maintenance Repairer, and Heating, Ventilation, and Air Conditioning Technician.

ACTION: The OA staff should familiarize themselves with this bulletin. A copy of the National Guidelines for Apprenticeship Standards and the Work Process Schedule and Related Instruction Outlines are attached. All OA and SAA staff must coordinate with the OA National Office regarding the issuance of the OA Certificates of Training (Interim Credentials).

If you have any questions, please contact Doug McPherson, Apprenticeship and Training Representative, Division of Standards and National Industry Promotion, at (202) 693-3783.

NOTE: This bulletin is being sent via electronic mail.

Attachments

- [Revised National Guidelines for Apprenticeship Standards](#)
- [Standards of Apprenticeship](#)
- [Appendix A - Work Process Schedule](#)
- [Residential Carpenter Interim Credentials](#)
- [Building Maintenance Repairer – Interim Credentials](#)
- [An Overview of HBI Framework for Skill Standards](#)
- [Facilities Maintenance Technician Standards Painting](#)
- [Facilities Maintenance Technician Standards I](#)
- [Facilities Maintenance Technician Standards II](#)
- [Residential Weatherization National Skill Standards](#)
- [Appendix B - AER Sponsor Manual\(ETA - 671 Apprenticeship Agreement\)](#)
- [Appendix C - Affirmative Action Plan](#)
- [Appendix D - Qualifications and Selection Procedures](#)
- [Appendix E - Interim Credentials](#)