


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 National Elevator Industry Educational Program <u>Code:</u> 400.1
Symbols: DSNIP/DMc		Action: Immediate
<p><u>PURPOSE:</u> 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 National Elevator Industry Educational Program (NEIEP).</p> <p><u>BACKGROUND:</u> These revised National Guidelines for Apprenticeship Standards submitted by Mr. John J. O'Donnell, National Director, were approved by the OA Administrator on December 16, 2011. These revised National Guidelines for Apprenticeship Standards are a model for developing local apprenticeship programs registered with the OA or a SAA for the occupation Elevator Constructor Mechanic.</p> <p><u>ACTION:</u> 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.</p> <p>If you have any questions, please contact Doug McPherson, Apprenticeship and Training Representative, Division of Standards and National Industry Promotion, at (202) 693-3783.</p> <p><u>NOTE:</u> This bulletin is being sent via electronic mail.</p> <p><u>ATTACHMENTS:</u></p> <ul style="list-style-type: none"> • REVISED NATIONAL GUIDELINES FOR APPRENTICESHIP STANDARDS • ADDENDIX A - WORK PROCESS SCHEDULE AND RELATED INSTRUCTION OUTLINE CURRICULUM • APPENDIX B - AER SPONSOR MANUAL • APPENDIX C - AFFIRMATIVE ACTION PLAN • APPENDIX D - SAMPLE 		