Work Process Schedule

HEATING-VENTILATION-AIR CONDITIONING-REFRIGERATION TECHNICIAN

O*NET-SOC CODE: 49-9021.01 RAPIDS CODE: 0637, 0637HY
Alternative Titles: Refrigeration Installer, Refrigeration Mechanic, Air Conditioning Mechanic, Mechanical Equipment Serviceman, Heating Technician, Heating Installer, Control System Installer, Building Automation Technician or Installer, Heating & Air Conditioning Technician/Mechanic

This craft specific schedule is attached to and is part of these Apprenticeship Standards for the above listed occupation and alternative titles.

1. **Term of Apprenticeship:**
   The term of the occupation shall be five (5) years with an On- the-Job-Learning (OJL) attainment of 8,500 to 10,000 hours, which shall be supplemented by the required hours of instruction.

2. **Ratio of Apprentices to Journeyworkers:**
   The ratio of apprentice worker to the skilled journeyworker shall be determined by the local collective bargaining agreement.

3. **Apprentice Wage Schedule:**
   All apprentices shall be paid a progressively increasing schedule of wages based on a percentage of the current journeyworker rate wage rate **or** as defined by the local collective bargaining agreement.

   Example: Term 10,000 hours

   1st 1000 hours=45 % of a journeyworker's rate
   2nd 1000 hours=50% of a journeyworker's rate
   3rd 1000 hours=55% of a journeyworker's rate
   4th 1000 hours=60% of a journeyworker's rate
   5th 1000 hours=65% of a journeyworker's rate
   6th 1000 hours=70% of a journeyworker's rate
   7th 1000 hours=75% of a journeyworker's rate
   8th 1000 hours=80% of a journeyworker's rate
   9th 1000 hours=85% of a journeyworker's rate
   10th 1000 hours=90% of a journeyworker's rate

4. **Schedule of Work Experience: (*See attached Work Process Schedule)***
   Each apprentice shall receive instruction and work experience in all aspects of the occupation as listed in the work process schedule, which is attached, and made a part of, these standards. To permit the flexibility necessary to the sponsor's normal business operation, work process activities need not occur precisely in the order listed, nor do the scheduled hours in any activity need to be continuous. A record of work and training hours under each category of the work process shall be maintained for every apprentice. The JATC may modify or alter the work processes

to meet specific local needs prior to submitting these Standards to the appropriate registration agency for approval.

5. **Schedule of Related Instruction:** ***(See attached Related Instruction Outline)***

   Each apprentice shall be required to receive at least ____ hours of related instruction (RI) in subjects related to the occupation for each year of training on the job. The apprentice may or may not be compensated for hours spent in RI outside of regular working hours. RI will be provided by utilizing various methods of instruction such as traditional classroom (lecture, discussion), electronic media (including, but not limited to: online training, distance learning) and practical (hands on) learning. Related instruction will include a mechanism to verify satisfactory understanding (assessment) of the subject matter. Curriculum will be both skill and knowledge based upon accepted industry standards and practices. Each apprentice shall maintain an achievement grade in related instruction of at least 70 percent, in order to advance to each level of the apprenticeship.