

JUL 26 1985

Circular 85-25

July 23, 1985

<p>U.S. DEPARTMENT OF LABOR EMPLOYMENT AND TRAINING ADMINISTRATION</p> <p>Bureau of Apprenticeship and Training Washington, D.C. 20213</p> <p>Symbols: TDT/cl</p>	<p><u>Distribution:</u></p> <p>A-542/RD</p>	<p><u>SUBJECT:</u>                      <u>CODE:</u></p> <p>Review of Quality Assessment Program, FY 1985</p> <p>450.6</p> <p><u>ACTION:</u> Due date: 8-2-85</p>
---	---	---

**PURPOSE:** To conduct another review and analysis study of the Bureau's Quality Assessment Program.

**BACKGROUND:** Recent Bureau policy has been to reemphasize activities devoted to ensuring the high quality of apprenticeship programs. One of the approaches used for this emphasis was the initiation in FY 1981 of a Quality Assessment Report.

In Fiscal Years 1982, 1983, and 1984, the National Office studied 20% of the Quality Assessment Forms completed by the field. In FY 1983, a three-member work group of field employees studied the system and made minor modifications in the form which was distributed under Circular 83-26. The results of our last study of assessment forms were provided under Bulletin 84-42.

**ACTION:** Each BAT Regional Director is requested to submit to the National Office copies of 20% of the Quality Assessment Forms they have received this fiscal year. The transmittal should include any comments or suggestions you have for improving the form or related procedures. This information is due in the National Office (Attention: Cleda Lawson, PHB-6314) by August 2, 1985.