

APPRENTICESHIP & PUBLIC WORKS

DEPARTMENT OF INDUSTRIAL RELATIONS' Division of Apprenticeship Standards (DAS)

IMPROVING LIVES, GROWING BUSINESS, STRENGTHENING CALIFORNIA

Apprentices Can Help You Compete

- Apprenticeship is a system of learning while earning, and "learning by doing." It combines training on the job with related and supplemental instruction at school. Today, it is utilized chiefly in the skilled crafts. Each program operates under apprenticeship training standards agreed to by labor and/or management in accordance with State and Federal laws, under which a person works with a skilled worker and gains on the job skills and "know-how" and in turn becomes an important part of the occupation and industry.



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What is Public works?

In general, public works refer to construction projects paid for, in whole or in part, out of public funds, or to privately-funded projects with more than 50 percent of the square footage leased to a public entity. To protect the public, many aspects of the construction process are regulated by law.

3 Easy Legal Requirements

[California Labor Code Section 1777.5](#) requires all public works contractors and subcontractors to:

1. Submit Award Information

Contractors who are not already participating in an approved program and who did not receive a sufficient number of apprentices from their initial request must request dispatch of apprentices from at least one other apprenticeship committee, if more than one exists in the area of the public works project.

Submit the contract award information in writing to each of the apprenticeship program sponsors in the area of your public works project within 10 days of the prime execution of the contract or subcontract, but in no event, later than the first day in which the contractor has workers employed on the public work. [You may use form DAS 140](#). This is simply a notification of award; it is not automatically a request for dispatch of a registered apprentice.

2. Employ registered apprentices

One of the legal requirements for working on a public works project is the **employment of apprentices**.

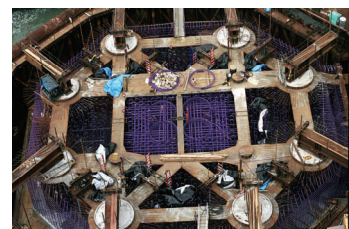
The Division of Apprenticeship Standards provides assistance to contractors in employing apprentices on public works sites.

A contractor on a public works project must employ one (1) hour of apprentice work for every five (5) hours performed by a journeyman.

All contractors must request



dispatch of an apprentice from an apprenticeship program (for each apprenticeship-able craft or trade) by giving the program actual notice of at least 48 hours (business days only) before the date on which apprentices are required. Contractors who are not already participating in an approved program and who did not receive a sufficient number of apprentices from their initial request, must dispatch apprentices from at least one other apprenticeship committee, if more than one exists in the area of the public works project.



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3. Make Training Fund contributions

Contractors who are awarded public works jobs must make training fund contributions in the amount established in the prevailing wage rate publication for journeymen and apprentices. This nominal fee assures that new apprentices coming into the craft will be guaranteed the highest level of training and that the trade will survive as skilled craftsmen retire.

Contractors who contribute to an apprenticeship program are entitled to a full credit in the amount of those contributions. Contractors who do not contribute to an apprenticeship program must submit their contributions to the California Apprenticeship Council,

PO Box 420603, San Francisco, CA 94142-0603.

Training fund contributions to the Council are due and payable on the 15th day of the month for work performed during the preceding month. The contribution should be paid by check and be accompanied by a completed [training fund contribution form \(CAC – 2\)](#) or a letter containing the following information:

1. The name, address and telephone number of the contractor making the contribution.
2. The contractor's license number.
3. The name and address of the public agency that awarded the contract.
4. The jobsite location, including the county where the work was performed.

5. The contract or project number.
6. The time period covered by the enclosed contributions.
7. The contribution rate and total hours worked by apprenticeable occupation.
8. The name of the program(s) that provide apprentices, if any.
9. The number of apprentice hours worked, by apprenticeable occupations and by program.

ALL FORMS CAN BE FOUND ON THE DAS WEBSITE

<http://www.dir.ca.gov/DASPublicWorksForms.htm>

The Division of Apprenticeship Standards creates opportunities for Californians to gain employable lifetime skills and provides employers with a highly skilled and experienced workforce while strengthening California's economy.

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