

## Apprenticeship Program Summary Sheet

### Division of Apprenticeship Standards (DAS)

**To:** Eric Rood, Chief  
**From:** Charles Richards, Apprenticeship Consultant  
**Cc:** Glenna Linn, Program Planning and Review  
**Date:** 24 January 2020

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**Program Name:** Johns Manville Willows Apprenticeship Program

**Industry(s):** Advanced Manufacturing

**DAS File No.:** 04-100489

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### **ACTIONS:**

- Proposed New Apprenticeship Program
  - Existing Apprenticeship Program Expanding Occupations
  - Existing Apprenticeship Program Expanding Jurisdiction
  - Existing Apprenticeship Program Changing Work Processes or Related & Supplemental Instruction on Approved Occupations
- 

### **LABOR ORGANIZATIONS REPRESENTING ANY OF THE APPRENTICES:**

None

## **Apprenticeship Program Summary Sheet**

### **DISCLAIMER OF INTEREST IN THE BUILDING TRADES AND DISPATCH RESTRICTION**

The Johns Manville Willows Apprenticeship Program is not intended to train in the building and construction trades within the meaning of Labor Code section 3075, and is not eligible to dispatch apprentices to projects with public works, prevailing wage, or skilled and trained workforce requirements.

The Johns Manville Willows Apprenticeship Program will not train or dispatch apprentices for any other employer.

### **COMMENTS:**

The Johns Manville Willows Apprenticeship Program will operate in California once registered with the Division of Apprenticeship Standards (DAS).

Johns Manville is both nationally and internationally recognized for its innovative technologies and quality products. The intent of this program registration is to formalize and improve the in-house training curriculum & OJT currently employed by Johns Manville for their Manufacturing Machine Maintenance workers while obtaining Apprenticeship registration with the Division of Apprenticeship Standards (DAS).

The Johns Manville Willows Apprenticeship Committee will oversee the apprenticeship program herein and seeks approval from the Department of Industrial Relations, Division of Apprenticeship Standards for the following items:

### **PROPOSED OCCUPATION(S) & WAGE RATES(S):**

- Maintenance Repairer Factory                      O\*Net: 49-9041.00  
Journeyman Wage:                      \$31.79  
Proposed Apprentices Wage(s): \$22.89 First period  
Proposed No. of Apprentices: Three (3)

### **LIST OF PROPOSED EMPLOYER(S):**

Johns Manville, Willows Plant.  
5916 County Road 49,  
Willows, CA 95988

# Johns Manville Willows Apprenticeship Committee

Program Standards

*Adopted on  
January 15, 2020*

District No. 04  
DAS File No. 100489

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**APPRENTICESHIP STANDARDS**  
(SINGLE EMPLOYER, SINGLE OCCUPATION STANDARD)

NAME OF EMPLOYER (PROGRAM SPONSOR)

Johns Manville Willows Apprenticeship Committee

STREET ADDRESS

5916 County Road 49

CITY

Willows

ZIP CODE

95988

COUNTY

Glenn

AREA OF OPERATIONS

These Standards apply only to the above employer's facilities.

The administration and operation of this apprenticeship program shall be supervised by the party signatory to these standards or a designated authorized representative. The apprenticeship program shall be subject to the review and approval by the Chief, Division of Apprenticeship Standards.

**1. Occupation(s)**

The approved occupation(s) are set forth in Attachment(s) "B"- List of Occupations and corresponding DAS-35 Occupational Supplement, which set forth the terms of the occupation, ratios, work processes, and related supplemental instruction for each individual occupation. Additional occupations may be added, deleted or modified by submitting the proposed change(s) to the California Division of Apprenticeship Standards (DAS) for approval of the Administrator of Apprenticeship.

**2. Responsibilities of Program Sponsor**

The program sponsor is responsible for the administration and enforcement of all aspects of a Registered Apprenticeship program. Sponsor means any person, association, committee, employer or organization operating an apprenticeship program and in whose name the program is (or is to be) registered or approved. The Sponsor will establish an Apprenticeship Training Committee (ATC) to carry out the responsibilities and duties required of a Program Sponsor as set forth under California Code of Regulations (CCR) §212.

In addition, the Sponsor(s) agree to: (1) administer and enforce the standards as approved; (2) establish rules and regulations governing the program; (3) The recruitment, selection, employment, and training of apprentices during their apprenticeship, shall be without discrimination because of race, color, religion, national origin or sex. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for both minorities and women. The sponsor shall select apprentices on the basis of qualifications alone, through fair and impartial procedures applied uniformly to all applicants will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, Part 30, and by the California Plan for Equal Opportunity in Apprenticeship and by the California Code of Regulations, Title 8, Chapter 2; (4) provide reasonably continuous employment to all apprentices in its employ; (5)

provide the diversified work training scheduled herein under competent trainers, including safety training through the program and first aid training, either in conjunction with the apprentices, related instruction classes or otherwise as appropriate; (6) arrange for Related and Supplemental Instruction pursuant to California Labor Code (LC) §3074; (7) have a Local Education Agency (L.E.A.) provide a letter approving the Related and Supplemental Instruction pursuant to LC 3074, 210, 212 (a, 7) [see attachment A]; (8) maintain a record of each apprentice's work training, related instruction and progress therein; (9) file a copy of each apprentice agreement with the California Division of Apprenticeship Standards (10) grant apprentices credit for previous experience; (11) develop disciplinary procedures for apprentices including fair hearings; (12) provide training in the recognition of illegal discrimination and sexual harassment; (13) ensure there is meaningful representation of the apprentice in the management of the program; (14) participate in the development or comply with training criteria where such have been adopted; (15) create an adequate mechanism to be used for the rotation of apprentices through all work processes; (16) submit programs ability including financial ability CCR 212.2 (a,5) [see attachment A]; (17) submit an annual Self-Assessment Review and Program Improvement Plan annually to the Chief of DAS.

### **3. Apprentice Agreements**

Apprentices shall be at least 18 years of age. An apprentice is one who has been qualified and approved by the apprenticeship committee, signed an individual apprentice agreement with the program sponsor under these standards, which agreement has been approved by the Administrator or his duly authorized representative and filed with the California Apprenticeship Council. The standards shall be a part of the apprenticeship agreement. Apprentices shall be furnished a copy of the standards or given an opportunity to read them before indenture. The Administrator shall cancel apprentice agreements during the probationary period at the request in writing of either party; after the probationary period, agreements may be terminated by the Administrator by mutual consent of all the parties or cancelled for good and sufficient reason. An apprentice agreement shall remain in effect during a lay-off unless cancelled.

### **4. Responsibilities of Apprentices**

Each apprentice shall satisfactorily perform all work and learning assignments, and complete a course of related instruction, as determined in accordance with California Labor Code Section 3078(d). There shall be no liability on the part of the employer for an injury sustained by an apprentice engaged in schoolwork at a time when the employment of the apprentice has been temporarily or permanently terminated.

### **5. Hours and Working Conditions**

The regular workday, workweek and other working conditions for apprentices shall conform to all applicable California laws and regulations. [See Attachment "B"] Establish a mechanism to rotate apprentices from work processes to work processes to assure complete training.

### **6. Wages and Wage Progression**

The wages shall be a progressively increasing wage, employee benefits and other compensation as set by Section CCR §208. [See Attachment "B"] Overtime shall not interfere with or impair training or schooling nor be detrimental to the health and safety of the apprentice. The hours of related instruction and required school time shall be compensated.

### **7. Disciplining of Apprentice**

Disciplinary proceeding for apprentices shall be duly noticed in writing to such individuals. The Division of Apprenticeship Standards shall attend all such proceedings. All controversies or differences concerning the apprentice agreement, which cannot be adjusted locally, shall be submitted to the Administrator of Apprenticeship for determination.

**8. Certificate of Completion**

The California Apprenticeship Council will issue a Certificate of Completion to apprentices upon receipt of competent evidence of their satisfactory completion of apprenticeship hereunder.

**9. Modification of Standards**

These Standards shall be modified to conform to any changes in prevailing practices, conditions and wages in the area and the industry when such changes occur. Requests of the program sponsor for modification are subject to the approval of the Administrator of Apprenticeship.

Where the program sponsors establish rules and regulations for governing the program, a copy of such shall be provided to each apprentice.

The foregoing standards are hereby agreed to and adopted on \_\_\_\_\_.  
(Committee approval date)

Employer Organization

Johns Manville  
5916 County Road 49  
Willows, CA 95988

Marianne Krantz  
Database and Support Coordinator

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

The foregoing apprenticeship standards, being in conformity with the rules and regulations of the California Division of Apprenticeship, the California Code of Regulations, and applicable Federal Regulations are hereby approved

\_\_\_\_\_.

(DAS approval date)

\_\_\_\_\_  
Eric Rood, Chief  
Division of Apprenticeship Standards

\_\_\_\_\_  
Date

# Attachment A

## Local Education Agency Letter(s)

Johns Manville Willows Apprenticeship Committee

# Attachment B

## Training Schedule and Working Conditions

Johns Manville Willows Apprenticeship Committee

### OCCUPATION(S)

Occupation	O*Net Code
Maintenance Repairer Factory	49-9041.00

### ARTICLE I Term of Apprenticeship and Probation

The standard term of apprenticeship shall be 4,022 total hours: 3598 on-job-training (OJT) hours, 424 related and supplemental instruction (RSI) hours, and completed within 24 months.

The period of probation shall be reasonable in relation to the full apprenticeship term, with full credit given for such period toward completion of the apprenticeship, and in no event shall exceed the shorter of 25 percent of the length of the program or one year. The probationary period shall be 6 months.

### ARTICLE II Wage Schedule

**Journey Wage:** \$ 31.79 per hour effective date.

**Journey Benefits:** Standard Johns Manville benefit package to full time employees

**Apprentices shall be paid not less than the following:**

1st period	6 months	1000 hours	\$22.89 per hour
2nd period	6 months	1000 hours	\$24.16 per hour
3rd period	6 months	1000 hours	\$25.43 per hour
4th period	6 months	1000 hours	\$26.70 per hour

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EMPLOYER ID# 1000796058  
VA No

**Advancement Schedule:**

To advance from one period to the next, the apprentice shall have met the following requirements:

- 1) Shall have satisfactorily completed the indicated on-the-job work hours; and
- 2) Shall have satisfactorily completed the indicated months in the program; and
- 3) Shall have satisfactorily completed the indicated related and supplemental instruction school hours.

**Overtime Provision:**

All overtime shall be paid at the rate of one and one-half times the wage rate for hours worked over 8 hours per day or 40 hours per week. Time and one-half shall be paid for the first eight (8) hours worked Saturdays. All other time shall be paid at double the straight-time rate.

**Hours of Work and Working Conditions:**

Straight time hours per day: 8 hours; 40 hours per week.

The workday and workweek and all other conditions of employment for apprentices shall conform to all applicable laws and regulations and shall not be greater than for those of journeyperson(s).

Overtime shall not be allowed if it will interfere with or impair the training or be detrimental to the health and safety of the apprentice.

**ARTICLE III Work Training**

- 1) The employer shall see that all apprentices are under the supervision of a qualified journeyperson or instructor and shall provide the necessary diversified experience and training in order to train and develop the apprentice into a skilled worker, proficient in all the work processes of the trade as outlined herein.
- 2) Each apprentice shall be trained in the use of new equipment, materials and process as they come into use in the occupation.

<p>The major work processes in which apprentices will be trained on (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each Work Process are as follows:</p> <p><b>Work Processes – Maintenance Repairer Factory</b></p>	<p><b>Hours Required</b></p>
Air Compressors & Dryers	20
ARB's (roll baggers – seals roll with poly and sent to unitizer)	40
Balers	10
Binder System	40
Blow Wool	40
Choppers & Anvils	60
Combustion System	80
Cooling Water Sys.	80
Coupling Alignment	80
CPW's	250
Crew Leadership	80
Cullet System	40
Dock Locks & Overhead Doors	40
Edge Trim & Scrap Refeed Systems	40
Edge Trim Refeed	40
Encap System individual batts are encased in poly	40
End Securement	40
Fire Systems	80
Forklift Maintenance	40
Heaf Units	40
HVAC	40
Hydraulic & Pneumatic	80
Hydro-Laser	40
K&S Windup	80
Labelers and Date Coders	20
Lubrication & Inspections	80
Mobile Equip.	40
Power Slitters	40
Pumps	80

<p>The major work processes in which apprentices will be trained on (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each Work Process are as follows:</p> <p><b>Work Processes – Maintenance Repairer Factory</b></p>	<p><b>Hours Required</b></p>
Q – Packers	80
Ring Wrapper	60
Shift Assignment	168
Shift Familiarization	40
Strap – Heads	40
Stretch Wrappers	40
Water Softeners	10
Plumbing & Pipe Fitting	140
Hand Tools and Use	20
Hoffman Blowers	20
Mechanical Inspections	80
Hoist, Come-a-long, & Chain Fall Inspections	20
Band saws (Cold-end)	60
Bearing & Shaft Align	80
Shop Equipmt. (Drill press, cut off saw, brake, bandsaw, grinder)	40
Waste Removal	80
Gear Boxes	60
Conveyor Chain Inspection & Installation	60
Batch System	60
Belt Conveyors	60
Fiberizer Units	80
Arc Welding & Heli-arc Welding	80
Melter, Glass Delivery	40
JSA and Lock-out Review	100
Safety and other meetings	80
Pure Safety	40
Oven Inspections & Drives	80
Arc Welding & Acetylene Welding and Cutting	100
Shop cleaning	20

<p>The major work processes in which apprentices will be trained on (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each Work Process are as follows:</p> <p><b>Work Processes – Maintenance Repairer Factory</b></p>	<b>Hours Required</b>
Dust Collectors	80
<b>TOTAL HOURS</b>	<b>3598</b>

**ARTICLE IV Related Instruction**

Apprentices shall satisfactorily complete prescribed courses of related and supplemental instruction, which will not be less than 144 hours per year. Related and supplemental instruction will be provided by Glenn County Office of Education and specialty in-house training.

Time spent in related and supplemental instruction will be compensated.

	<b>Course / Training</b>	<b>Hours</b>	<b>Source</b>
1	Safety and Health - OSHA 10, CPR, 1 <sup>st</sup> Aid	16	Outsourced vendor
2	Rigging	6	MIT Book
3	Electricity and Electronics	42	WECA
4	Mathematics + Measurements	32	Glenn County Adult Education
5	Welding	32	Princeton HS
6	Basic Pneumatics	12	MIT Book
7	Precision Tools - measurement for layout, leveling and alignment	32	Los Rios Community College
8	Conveyors for Millwrights	32	Los Rios Community College
9	Hand + Power Tools	24	Yuba College
10	Basic Blueprints + Schematics and Symbols	24	Glenn County Adult Ed
11	Metals + Non-Metals - Nonmetals	24	MIT book or YouTube
12	Introduction to Maintenance Theory and our mission. Asset Care & Reliability	24	In House
13	Troubleshooting	24	In House
14	Lubrication - Bearings	12	CASTROIL - video Plus MIT book
15	Power Transmission Equipment	12	MIT Book

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 VA No

	<b>Course / Training</b>	<b>Hours</b>	<b>Source</b>
16	Pumps & Piping	6	MIT Book
17	Hydraulics	6	MIT Book
18	Machinery Maintenance, Repair, Physics principles	32	Los Rios Community College
19	Vibration: Time on routes Theory - what's being looked at, limitations and benefits.	16	In House
20	IR camera Principle and theory and applications Detect electrical faults, bearing temps, overheating equipment, motors, gear boxes bearing smelter shells - check liquid level in tanks, heat exchangers. Cooling towers - anything with a temp differential	16	In House

**TOTAL HOURS: 424 hours**

**ARTICLE V Ratio**

A qualified employer may employ 1 apprentice when at least 1 journeyman is regularly employed, and 1 additional apprentice for each 1 journeyman employed.

## Attachment C SELECTION PROCEDURES

EMPLOYER NAME  
**Johns Manville Willows Apprenticeship Committee**

EMPLOYER STREET ADDRESS  
**5916 County Road 49**

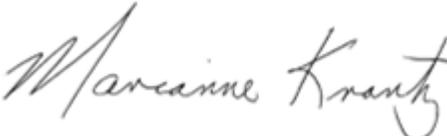
EMPLOYER CITY, STATE, ZIP  
**Willows, CA 95988**

OCCUPATION(S)  
**Maintenance Repairer Factory** **O\*Net 49-9041.00**

Pledge

*The recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age for individuals over forty years of age, military or veteran status, or sexual orientation. The employer-sponsor will take affirmative action to provide equal opportunity in apprenticeship for both minorities and women and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, Part 30, and equal opportunity regulation of the State of California.*

1. Information on apprenticeship openings shall be disseminated in writing to the Division of Apprenticeship Standards and to other agencies as required by State and Federal regulations at least 45 days in advance of the closing date for accepting applications.

	05/05/2020	
Signature of Employer	<u>Database Coordinator</u> Title	Date

Chief, Division of Apprenticeship Standards	Date
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