

Northern California Tile Industry Joint Apprenticeship Training Committee

Program Standards

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APPRENTICESHIP STANDARDS

of

Northern California Tile Industry Joint Apprenticeship Training Committee

ARTICLE I Purpose and Policy

The parties hereto declare it to be their purpose and policy to establish an organized, planned system of apprenticeship, conducted as joint labor and management industry undertaking.

These standards have, therefore, been adopted and agreed upon under the Shelley-Maloney Apprentice Labor Standards Act of 1939, as amended, to govern the employment and training of apprentices in the trade, craft or occupation defined herein, to become effective upon their approval.

ARTICLE II Craft, Trade, Occupation

Occupation	O*Net Code	Attachment
Tile Layer	47-2044.00	B-1
Tile Finisher	47-3011.00F	B-2

ARTICLE III Organization

There is hereby established the above named apprenticeship committee, covering Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Kings, Lake, Lassen, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Sierra, Shasta, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo, Yuba counties consisting of eight (8) members, four (4) of whom shall be selected by and represent the employer organization(s) signatory hereto, and four (4) of whom shall be selected by and represent the employee organization signatory hereto, and one (1) apprenticeship consultant representing the Division of Apprenticeship Standards. In addition, thereto, there shall be one (1) advisor from the local school district(s) and such other advisors as the committee shall determine. Such advisors and the apprenticeship consultant shall act without vote.

ARTICLE IV Jurisdiction

These standards shall apply to the employer and employee organizations signatory hereto; their members, to other employers who subscribe hereto or who are party to a collective bargaining agreement with an employee organization (s) signatory hereto, and to all apprentice agreements hereunder.

ARTICLE V Functions

The functions of the apprenticeship committee shall be to:

- 1) develop an efficient program of apprenticeship through systematic on-the-job training with related and supplemental instruction and periodic evaluation of each apprentice.
- 2) make periodic evaluations of the progress of each apprentice's on-the-job training related and supplemental instruction.
- 3) establish a mechanism to be used for the rotation of the apprentice from work process to work process to assure the apprentice complete training.
- 4) ensure mobility between employers when essential to provide exposure and training in various work processes.
- 5) serve in an advisory capacity with employers and employees in matters pertaining to these standards.
- 6) aid in the adjustment of apprenticeship disputes.
- 7) develop fair and impartial selection procedures and an affirmative action plan in accordance with existing laws and regulations and apply them uniformly in the selection of applicants for apprenticeship. (See attachment C)

ARTICLE VI Responsibilities

The responsibilities of the apprenticeship committee shall be to:

- 1) supervise the administration and enforcement of these standards.
- 2) adopt such rules and regulations as are necessary to govern the program provided, however, that the rules and regulations do not conflict with these standards.
- 3) oversee the program's ability, including financial ability, and commitment to meet and carry out its responsibilities under the federal and state law and regulations applicable to the apprenticeable occupation and for the welfare of the apprentice.
- 4) conduct orientations, workshops or other educational sessions for employers to explain the apprenticeship program's standards and the operation of the apprenticeship program.

- 5) provide a progressively increasing wage, employee benefits and other compensation of the apprentice, as set by CCR Section 208.
- 6) pass upon the qualification of employers and, when appropriate, to suspend or withdraw approval.
- 7) conduct on-going evaluation of the interest and capacity of employers to participate in apprenticeship program and to train apprentices on the job.
- 8) determine if an employer has the work site facilities, skilled workers as trainers at the work site, and equipment sufficient to train apprentices.
- 9) pass upon the qualifications of apprentice applicants.
- 10) file a signed copy of each apprentice agreement with the Secretary of the California Apprenticeship Council, with copies to all parties to the agreement.
- 11) establish and maintain a record system for on-the-job training and related instruction.
- 12) use every effort to keep the apprentice employed in a reasonably continuous manner and adequately instructed.
- 13) provide disciplinary procedures for apprentices including provisions for fair hearings.
- 14) adopt changes to these standards, as necessary, subject to the approval of the parties hereto and the Chief of the Division of Apprenticeship Standards.
- 15) implement a program for training and education regarding illegal discrimination and sexual harassment.
- 16) prepare and submit an annual Self-Assessment Review and Program Improvement Plan.
- 17) participate in the development of, and/or comply with approved industry training criteria.

ARTICLE VII Definition of an Apprentice

An apprentice is a person at least 18 years of age, who has met the requirements for selection under the selection procedures of participating employer, who is engaged in learning a designated craft or trade and who has entered into a written apprentice agreement under the provisions of these standards.

ARTICLE VIII Duties of an Apprentice

Each apprentice shall satisfactorily perform all work and learning assignments both on the job and in related instruction and shall comply with the rules, regulations and decisions of the apprenticeship committee.

ARTICLE IX Apprentice Agreement

- 1) Each apprentice agreement shall conform to the State law governing apprentice agreements and shall be signed by the employer and by the program sponsor and by the apprentice and must be approved by the apprenticeship committee.
- 2) Each apprentice shall be furnished a copy of or be given an opportunity to study these standards before registration. These standards shall be considered a part of the apprentice agreement as though expressly written therein.

ARTICLE X Termination and Transfer of Agreements

- 1) During the probationary period, an apprentice agreement shall be terminated by the apprenticeship committee at the request in writing of either party. After such probationary period an apprentice agreement may be terminated by the Administrator by mutual agreement of all the parties thereto or cancelled by the Administrator for good and sufficient reason.
- 2) If an employer is unable to fulfill his/her obligations to train under any apprentice agreement or in the event of a layoff, the apprenticeship committee may, with the approval of the Administrator, transfer such agreement to any other employer if the apprentice consents, and such other employer agrees to assume the obligation of said apprentice agreement.

ARTICLE XI Related and Supplemental Instruction

See Training Schedule and Working Conditions of:

Occupation	O*Net Code	Attachment
Tile Layer	47-2044.00	B-1
Tile Finisher	47-3011.00F	B-2

ARTICLE XII Lay-off

- 1) If for any reason a lay-off of an apprentice occurs, the apprentice agreement shall remain in effect unless cancelled by the Administrator. However, credit for related instruction shall be given when the apprentice continues such instruction during the lay-off.

- 2) There shall be no liability on the part of the employer or the JAC for an injury sustained by an apprentice engaged in schoolwork at a time when the apprentice is unemployed.

ARTICLE XIII Controversies

All controversies or differences concerning apprentice agreements that cannot be adjusted locally by the apprenticeship committee or otherwise shall be submitted to the Administrator for determination.

ARTICLE XIV Term of Apprenticeship

See Training Schedule and Working Conditions of:

Occupation	O*Net Code	Attachment
Tile Layer	47-2044.00	B-1
Tile Finisher	47-3011.00F	B-2

ARTICLE XV Ratio

See Training Schedule and Working Conditions of:

Occupation	O*Net Code	Attachment
Tile Layer	47-2044.00	B-1
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ARTICLE XVI Wage Schedule

See Training Schedule and Working Conditions of:

Occupation	O*Net Code	Attachment
Tile Layer	47-2044.00	B-1
Tile Finisher	47-3011.00F	B-2

ARTICLE XVII Work Training

See Training Schedule and Working Conditions of:

Occupation	O*Net Code	Attachment
Tile Layer	47-2044.00	B-1
Tile Finisher	47-3011.00F	B-2

ARTICLE XVIII Safety, Health and Recognition of Illegal Discrimination and Sexual Harassment

- 1) Each apprentice shall receive training and education in first aid, safe working practices and in the recognition of occupational health and safety hazards;

- 2) Each apprentice shall receive training in the recognition of illegal discrimination and sexual harassment.

ARTICLE XIX Certificate of Completion

- 1) Upon evidence of satisfactory completion of apprenticeship, and upon the recommendation of the apprenticeship committee, each apprentice will be issued a Certificate of Completion by the authority of the California Apprenticeship Council.
- 2) In recognition of unusual ability and progress, the apprenticeship committee may decrease the term of apprenticeship for an individual apprentice not more than twelve and one-half percent (12½%).
- 3) An apprentice may be credited time for previous experience if that experience is of an approved nature and shall have completed not less than six months as an apprentice.

ARTICLE XX California Plan for Equal Opportunity in Apprenticeship

Each subscribed employer will be responsible for complying with the California Plan for Equal Opportunity in Apprenticeship requirements. (See Attachment C)

DAS FILE # 88

Northern California Tile Industry Joint Apprenticeship Training Committee agrees to accept electronic signatures for these Division of Apprenticeship Standards and all related Division of Apprenticeship Standards documents.

The foregoing standards are hereby agreed to and adopted on 12.28.2021

(Committee approval date)

Employer Organization

Tile, Terrazzo, Marble, and Restoration
Contractors Association of Northern California,
Inc.

Organization Name

45755 North Point Loop West

Address

Fremont, CA. 94538

City, State, Zip

Rich Galliani

Type Name of Authorized
Representative

Employer/Trustee

Title

Employee Organization

Bricklayers and Allied Craftworkers
Local Union No. 3

Organization Name

10806 Bigge St.

Address

San Leandro, CA. 94577

City, State, Zip

Troy Garland

Type Name of Authorized
Representative

President

Title

DocuSigned by:

Rich Galliani

941C29844C1D445

Signature

6/9/2022

Date

DocuSigned by:

Troy Garland

006754EC3DC0480

Signature

6/9/2022

Date

The foregoing apprenticeship standards, being in conformity with the rules and regulations of the California Apprenticeship Council, the California Code of Regulations and applicable Federal Regulations are hereby approved September 7, 2022.

(DAS approval date)

Eric Rood

Digitally signed by Eric Rood
Date: 2022.09.07 08:13:29 -07'00'

September 7, 2022

Eric Rood, Chief

Date

Division of Apprenticeship Standards

Attachment A

List of Committee Members

Northern California Tile Industry Joint Apprenticeship Training Committee
600 Pinnacle Place, Livermore CA 94550
(510) 632-8453

Management Representatives

Rich Galliani

Chairman

Tile and Stone Council of Northern CA

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Phone: 408 436-0600

Email: jordan@caltile.com

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Troy Garland

Secretary

BAC Local 3

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94577

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Alternate

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94577

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Committee Advisors

Mark Ansell

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Northern California Tile Industry Joint Apprenticeship Training Committee

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Evelyn Ocasio

School Advisor

Hayward Unified School District: Hayward Adult School

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Phone: 510 783-4001

Email: eocacio@has.edu

Luisa Martinez

Apprenticeship Consultant

Division of Apprenticeship Standards

100 Paseo de San Antonio, RM 125, San Jose, CA 95113

(408) 277- 1273

LMartinez@dir.ca.gov

Attachment B-1

Training Schedule and Working Conditions

Northern California Tile Industry Joint Apprenticeship Training Committee

OCCUPATION(S)

Occupation	O*Net Code
Tile Layer	47-2044.00

ARTICLE I Term of Apprenticeship and Probation

The standard term of apprenticeship shall be 5,000 on-job-training (OJT) hours, totaling 360 RSI hours, to be completed within 36 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 period of probation shall be 6.25 months.

ARTICLE II Wage Schedule

Public Works Projects:

Wage Schedule for Apprentices In the Building And Construction Industry Employed On Public Works Projects:

For apprentices participating in approved apprenticeship programs in the building and construction industry, the wages and employer payments for employee benefits as defined in 8 C.C.R. §16000 for regular and overtime work while employed on public works projects within the meaning of Labor Code 1720 et seq. shall be the per diem wage rates for apprentices in the apprenticeable occupation as determined by the Director of Industrial Relations in the geographic area of the project.

The program and employers are responsible to verify, update and pay the apprentice the current or proper prevailing wage rate as posted on the prevailing wage website for

the Office of Policy, Research and Legislation (OPRL) for the occupations listed in the standards for the geographic area of the public works project.

Private Work:

For apprentices in the building and construction industry employed on projects not covered by California Code of Regulations, Title 8, Division 1, Chapter 2, Subchapter 1, Section §208, Subsection (b), the minimum hourly wage package for apprentices while employed on projects not covered by Subsection (b) (Public Works) shall be as set forth below in (1)-(5) or, in the alternative, as set forth in subsection (6):

- 1) A starting hourly wage package for first- period apprentices of not less than 40 percent of the prevailing per diem wage package for journey person(s) in the apprenticeable occupation and geographic area of the project, as determined by the Director of Industrial Relations for purposes of Labor Code §1720 et seq., using the rate effective on the immediately preceding March 1. At least 65 percent of this minimum hourly wage package must be paid to the apprentice as taxable wages.
- 2) If there is no prevailing hourly wage package and wage package progression determined by the Director for journey person(s) for the apprenticeable occupation and geographic area, a starting wage rate decided by the sponsoring program in consultation with and subject to the approval of the Chief DAS based on consideration of the minimum starting hourly wage package and wage package progression for apprentices in the most analogous occupations and geographic areas.
- 3) Where an employer elects to satisfy a portion of the hourly wage package by employer payments for employee benefits as defined in 8 C.C.R. §16000, the payment of such contributions must be verifiable, and the cost of the benefit(s) must be reasonably related to the amount of the contribution(s). The employer shall submit its books and records to an audit by the DAS staff, upon request, to verify such payments.
- 4) Where an employer elects not to satisfy a portion of the apprentice's hourly wage package by employer payments for employee benefits as defined in 8 CCR §16000, the employer shall pay the entire hourly wage package to the apprentice on the apprentice's paycheck. Where an employer elects to satisfy a portion of the apprentice's hourly wage package by employer payments for employee benefits, the employer shall pay the remainder of the apprentice's hourly wage package to the apprentice in the apprentice's paycheck.
- 5) The minimum hourly wage package shall increase for each successfully completed period of apprenticeship to a higher percentage of the prevailing per diem wage package for journey person(s) in the apprenticeable occupation and

geographic area of the project. These periodic increases in percentage shall be equal (e.g., 40 percent, 50 percent, 60 percent, etc.) and shall be such that the minimum hourly wage package in the final period of apprenticeship is not less than 80 percent of the prevailing per diem wage package for journeyperson(s) in the apprenticeable occupation and geographic area of the project, as determined by the Director, using the rate effective on the immediately preceding March 1. At least 65 percent of this minimum hourly wage package must be paid to the apprentice as taxable wages.

- 6) In the alternative, a contractor will be in compliance with this entire subsection (c) if the contractor provides the same total hourly wage package and wage package progression to apprentices employed on private projects as the contractor provides to apprentices employed on public works projects in the same geographic area, and that total hourly wage package is not less than the prevailing per diem apprentice wage package for the apprenticeable occupation and the geographic area of the project.

The apprenticeship program and contractors are responsible to verify, update and pay the apprentice the current or proper wage rate as calculated from the posted prevailing wage rates on the website for the Office of Policy, Research and Legislation (OPRL) for the occupations listed in these standards for the geographic area of the private-work project.

Additional Provisions

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. It should be noted that a journeyman tile layer can supervise an apprentice tile layer or an apprentice tile finisher.
- 2) Each apprentice shall be trained in the use of new equipment, materials, and process as they come into use in the occupation.

- 3) The major work processes in which apprentices will be trained as a (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are as follows:

Work Processes**Approximate Hours**

1. Layout and preparation of surfaces for tile application: Includes substrate inspection, layout, and substrate preparation, mixing of base materials such as mortar to floors, walls and ceilings. Application of cementitious self-leveling underlayment's, and mortars to floors. Preparation, mixing and application of bonding material such as dry-set Portland cement, Latex-Portland Cement, organic adhesives, mastics, or other bonding material. Covers the handling and maintenance of equipment in accordance with established procedures and safe on the job practices. 875 hours
2. Layout and Substrate preparation such as waterproofing by applying liquid and sheet applied membranes to both walls and floors. 500 hours
3. Repairs, surface patches, tile grouts, mixing and application of cleaning solvents and Acids. 250 hours
4. Blueprint examination, measurement, and surface layout. 200 hours
5. Layout, preparation and installation of walls, showers, jambs, ceilings, and veneers for residential and commercial applications. Includes spreading and leveling of base materials. LEEDs architectural considerations in the use of ceramic tile and stone (green). 1530 hours
6. Layout, preparation, and installation of countertops. 55 hours
7. Layout, preparation, and installation of all types of floors including quarry tile. 1530 hours
8. Layout, preparation and installation of mantels, hearths, domes, and arches. 60 hours

Total Hours: 5,000

ARTICLE IV Related Instruction

Apprentices shall satisfactorily complete prescribed courses of related and supplemental instruction, which will not be less than 120 hours per year. Related and supplemental instruction will be provided by Northern California Tile Industry JATC. And overseen by The Hayward Center/Adult School.

Time spent in related and supplemental instruction may not be compensated.

Courses

Approximate Hours

BEGINNING CLASSES:

A-1 Orientation & History of the Tile Trade

4 hours

- a. Terms and definitions
- b. Brief history & scope of masonry trade and apprenticeship
- c. Brief history of BAC
- d. Pertinent labor law, worker's rights, DOL, DAS, DIR, and LMCC
- e. Advantages of apprenticeship
- f. Basics, rules, and regulations of the apprenticeship program
- g. ANSI standards and the TCNA Handbook
- h. Sexual harassment and non-discrimination in the workplace
- i. Ways EEOC rules affect the apprenticeship program
- j. OSHA Safety Rules and Regulations
- k. Expectations of the employer and the employee in their relationship
- l. Guidelines for handling the first day on the job
- m. Ways to get along with a supervisor
- n. Ways to get along with co-workers
- o. Reasons people lose jobs
- p. Developing a good safety attitude
- q. Green Component-Protecting the environment in the workplace (environmental awareness)

Introduction to Leadership in Energy and Environmental Design (LEED) as it relates to the installation of ceramic tile and stone.

- r. Health and Safety

A-2 Intro to TCNA and ANSI Guidelines**8 hours**

Course covers all methods for Ceramic, Glass and Stone Tile uses, limitations, material requirements, preparation requirements by other trades, movement joints and installation specifications.

A-(M-1) Math 1**4 hours**

Course covers the application of basic math and geometry principles for tile work as well as an introduction to reading blueprints.

A-3 Tile, trim, substrates, and bonding**8 hours**

Course covers all types of tiles, their properties, manufacturing processes, base materials, substrate inspections, substrate preparation and layout. Also covered are trim, numbering, backings, and bonding to various surfaces. The course introduces the student to different methods, systems, and working procedures.

A-4 Membranes**8 hours**

Course covers all substrate preparation requirements for all surfaces to receive AI 18.10, liquid and sheet applied membranes, AI 18.12 sheet applied waterproof and crack isolation membranes, plus all additional types of membranes such as vapor retarder, uncoupling, cleavage and sound reduction.

A-5 Walls & Ceilings, substrates prep**8 hours**

Safety guidelines for laying walls and ceilings. TCNA methods. Tools and equipment. Substrates. Mortar mixing. Substrate preparations. Cutting tile.

A-6 Walls & Ceilings, Layout, and installation**8 hours**

Types of tile and bonds. Basic wall layouts. Elements that may affect a tile installation. Gauged Porcelain Tile (GPT).

A-7 Floor Layout**8 hours**

Principles of floor layouts, substrate requirements, TCNA installation Guidelines, use of the grid system and Pythagorean Theorem.

INTERMEDIATE CLASSES:**B-8 Floor Installations****8 hours**

Identify tools and equipment required to install floor tile. Correct mortar coverage, Joint size and tile patterns, Preparing horizontal surfaces for mud bed and thin bed applications, Utilizing cleavage membranes, Installing mortar beds, installing gauged porcelain tile panels.

B-10 (GPT) Gauged Porcelain Tile Countertops / Solid Surfaces 4 hours

Course covers the layout, inspection, and installation of countertops.

B-11 Natural Stone and Glass 8 hours

Course covers layout and installation and edging all types of stone tile and their properties as well as special tools and equipment.

B-12 Watertight installations 8 hours

B-13 Stairs 4 hours

Course covers the history and principles of layout, prep work, inspection, and installation of stairs.

ADVANCED CLASSES:

C-(M-2) Math II 8 hours

Course covers Common fractions, Decimal fractions and the application of advanced math and geometry principles including the layout of complex designs.

C-(A&B) Architectural drawings and Blueprints 6 hours

Course covers blueprint reading, plain views, elevation views, structural details, specifications and contracts and large and small commercial project layouts.

C-14 Arches and domes 6 hours

Course covers the principles of layout, inspection, and installation of various types of arches, inner and outer domes.

C-15 Radius walls and Columns 6 hours

Course covers the principles of learning to float, curved and contoured walls, float circular columns, inspection, and installation of tile.

C-16 ACT Membranes 6 hours

All Tile Layer apprentices shall take ACT Membranes. If they do not pass the first attempt, they will retake. Failure to pass the written and/or hands-on portion on the second attempt will not preclude and apprentice from advancing to journeyperson status.

2. Manipulative skill tests 240 hours

These tests require the apprentice to demonstrate sufficient skill to complete the following projects. Hawk & Trowel, 5' Tub, Membranes, 3-Wall Shower with Window, 2 Drain Commercial Floor, Commercial Floor Lay-out, GPT Counter, (LFT) Large Format Tile, Stairs, ADA Curbless Shower, Contest Participation, Tile Layer ACT Membranes hands-on test, Shower Receptor B415, Radius Column, Arch or Dome.

3. First Aid /CPR: Can be scheduled by the apprentice with a qualified agency or certified instructor such as the American Red Cross, Kaiser Hospital, etc. The apprentice must furnish completion certificates or cards to the Coordinator to verify. The reasonable cost of First Aid/CPR courses will be paid by the Joint Committee provided the apprentice presents an appropriate receipt. First AID & CPR classes will also be provided as a scheduled class of the apprentice program at no cost to the apprentice. No apprentice may advance to journeyperson status without completing this requirement, regardless of the number of credits earned.

4. Electives. Three credits, (one class day) of practical application of tile principles such as the annual run-off contest, charity projects, permanent installations

Total Hours 360

ARTICLE V Ratio

1. The ratio is the same for all Tile occupations and is as follows:

The maximum ratio shall be one (1) apprentice for every one (1) journeyworker, and no less than one (1) apprentice for every five (5) journeyworkers.

Attachment B-2

Training Schedule and Working Conditions

Northern California Tile Industry Joint Apprenticeship Training Committee

OCCUPATION(S)

Occupation	O*Net Code
Tile Finisher	47-3011.00F

ARTICLE I Term of Apprenticeship and Probation

The standard term of apprenticeship shall be 2,100 on-job-training (OJT) hours, totaling 200 RSI hours, to be 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 period of probation shall be 6.25 Months.

ARTICLE II Wage Schedule

Public Works Projects:

Wage Schedule for Apprentices In the Building And Construction Industry Employed On Public Works Projects:

For apprentices participating in approved apprenticeship programs in the building and construction industry, the wages and employer payments for employee benefits as defined in 8 C.C.R. §16000 for regular and overtime work while employed on public works projects within the meaning of Labor Code 1720 et seq. shall be the per diem wage rates for apprentices in the apprenticeable occupation as determined by the Director of Industrial Relations in the geographic area of the project.

The program and employers are responsible to verify, update and pay the apprentice the current or proper prevailing wage rate as posted on the prevailing wage website for the Office of Policy, Research and Legislation (OPRL) for the occupations listed in the standards for the geographic area of the public works project.

Private Work:

For apprentices in the building and construction industry employed on projects not covered by California Code of Regulations, Title 8, Division 1, Chapter 2, Subchapter 1, Section §208, Subsection (b), the minimum hourly wage package for apprentices while employed on projects not covered by Subsection (b) (Public Works) shall be as set forth below in (1)-(5) or, in the alternative, as set forth in subsection (6):

- 1) A starting hourly wage package for first- period apprentices of not less than 40 percent of the prevailing per diem wage package for journey person(s) in the apprenticeable occupation and geographic area of the project, as determined by the Director of Industrial Relations for purposes of Labor Code §1720 et seq., using the rate effective on the immediately preceding March 1. At least 65 percent of this minimum hourly wage package must be paid to the apprentice as taxable wages.
- 2) If there is no prevailing hourly wage package and wage package progression determined by the Director for journey person(s) for the apprenticeable occupation and geographic area, a starting wage rate decided by the sponsoring program in consultation with and subject to the approval of the Chief DAS based on consideration of the minimum starting hourly wage package and wage package progression for apprentices in the most analogous occupations and geographic areas.
- 3) Where an employer elects to satisfy a portion of the hourly wage package by employer payments for employee benefits as defined in 8 C.C.R. §16000, the payment of such contributions must be verifiable, and the cost of the benefit(s) must be reasonably related to the amount of the contribution(s). The employer shall submit its books and records to an audit by the DAS staff, upon request, to verify such payments.
- 4) Where an employer elects not to satisfy a portion of the apprentice's hourly wage package by employer payments for employee benefits as defined in 8 CCR §16000, the employer shall pay the entire hourly wage package to the apprentice on the apprentice's paycheck. Where an employer elects to satisfy a portion of the apprentice's hourly wage package by employer payments for employee benefits, the employer shall pay the remainder of the apprentice's hourly wage package to the apprentice in the apprentice's paycheck.
- 5) The minimum hourly wage package shall increase for each successfully completed period of apprenticeship to a higher percentage of the prevailing per diem wage package for journey person(s) in the apprenticeable occupation and geographic area of the project. These periodic increases in percentage shall be equal (e.g., 40 percent, 50 percent, 60 percent, etc.) and shall be such that the

minimum hourly wage package in the final period of apprenticeship is not less than 80 percent of the prevailing per diem wage package for journeyperson(s) in the apprenticeable occupation and geographic area of the project, as determined by the Director, using the rate effective on the immediately preceding March 1. At least 65 percent of this minimum hourly wage package must be paid to the apprentice as taxable wages.

- 6) In the alternative, a contractor will be in compliance with this entire subsection (c) if the contractor provides the same total hourly wage package and wage package progression to apprentices employed on private projects as the contractor provides to apprentices employed on public works projects in the same geographic area, and that total hourly wage package is not less than the prevailing per diem apprentice wage package for the apprenticeable occupation and the geographic area of the project.

The apprenticeship program and contractors are responsible to verify, update and pay the apprentice the current or proper wage rate as calculated from the posted prevailing wage rates on the website for the Office of Policy, Research and Legislation (OPRL) for the occupations listed in these standards for the geographic area of the private-work project.

Additional Provisions

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. It should be noted that a journeyman tile layer can supervise an apprentice tile layer or an apprentice tile finisher.
- 2) Each apprentice shall be trained in the use of new equipment, materials and process as they come into use in the occupation.
- 3) The major work processes in which apprentices will be trained as a (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are as follows:

Work Processes	Approximate Hours
1. Surface Preparation	425
2. Mixing Mortars of all Types	425
3. Finishing of tile work	850
4. Equipment use and maintenance	100
5. Material handling	150
6. Cleaning of tile surfaces	150
Total Hours	2,100

ARTICLE IV Related Instruction

Apprentices shall satisfactorily complete prescribed courses of related and supplemental instruction, which will not be less than 80 hours per year. Related and supplemental instruction will be provided by Northern California Tile Industry JATC. And overseen by The Hayward Center/Adult School.

Time spent in related and supplemental instruction may not be compensated.

<u>Courses</u>	<u>Approximate Hours</u>
1. Orientation & History of The Tile Trade	8 hours
a. Terms and definitions	
b. Brief history of masonry and apprenticeship	
c. Brief history of BAC	
d. Pertinent labor law, worker's rights, DOL, DAS, DIR, and LMCC	
e. Advantages of apprenticeship	
f. Basics, rules, and regulations of the apprenticeship program	
g. ANSI standards and the TCNA Handbook	
h. OSHA Safety Rules and Regulations	
i. Sexual harassment and non-discrimination in the workplace	
j. Ways EEOC rules affect the apprenticeship program	
k. Expectations of the employer and the employee in their relationship	
l. Guidelines for handling the first day on the job	
m. Ways to get along with a supervisor	
n. Ways to get along with co-workers	
o. Reasons people lose jobs	
p. Developing a good safety attitude	
q. Protecting the environment in the workplace (environmental awareness) (green)	
r. Health and Safety	

2. Intro to TCNA and ANSI Guidelines**8 hours**

Course covers all methods for Ceramic, Glass and Stone Tile. Uses, limitations, requirements, materials, preparation requirements by other trades, movement joints and specifications.

3. Math I**5 hours**

Measurement, whole numbers, common fractions. (mathematics for BAC craftworkers manual)

4. Mud Mixing / Bonding Materials**5 hours**

- a. Mortar Method: Terms and definitions, cement, sand, lime, water, additives, hydration and curing, Hand mixing, power mixing, mud math and rough-in,
- b. Bonding Materials: Cementitious Types and Mixing specifications, Mastics, Epoxies, Mixing, Surface Preparation
- c. Enhance environmental practices for the handling and disposal of materials (green)

5. Health & Safety:**6 hours**

Physical hazards, health hazards, overuse syndromes. The course covers protective equipment, scaffolding safety, workplace safety and the law, protecting others and substance abuse. Protecting the environment in the workplace (Environmental Awareness), Introduction to Leadership in Energy and Environmental Design (LEED) as it relates to the installation of ceramic tile and stone (Green)

6. Tile Trim & Materials Handling**5 hours**

- A. Tile and Trim: Ceramic tile types, trim (standard, ceramic mosaic, and quarry)
- B. Cutting Equipment
- C. Materials Handling: Equipment, stocking, estimating quantities and clean-up
- D. Use of energy conserving tile and trim (green)
- E. Emerging green materials and practices

7. Watertight installations**8 hours**

Course covers the principles, inspection and explanation of waterproof membranes such as Single component membranes, Fabric reinforced liquid applied membranes, and Sheet membranes.

8. Grouting/ Sealants**10 hours**

A. Grouting Objectives

B. D. Sealants: Narrow, un-backed joints, expansion joints, design, installation

E. Stain removal, sealing

F. Epoxy grouting

Grout types, mixing, water ratios, grout joint size, weather, and backings

C. Basic Tools and Methods: For 4-1/4, ceramic mosaic, quarry / hard pavers, acid cleaning with vinegar, muriatic and sulfamic acids and acidic detergents. Wide joints, problem installations

9. Math II**5 hours**

Basic math review, common fractions, decimal fractions

10. ACT Grouts**40 hours**

ANSI

A. A118.6

B. A118.7

C. AI 18.3

All Tile Finisher apprentices shall take ACT Grouts. If they do not pass the first attempt, they will retake. Failure to pass the written and/or hands-on portion on the second attempt will not preclude and apprentice from advancing to journeyperson status.

11. Manipulative skill tests**100 hours**

These tests require the apprentice to demonstrate sufficient skill to complete finisher tasks for the following projects with a score of 90 or better - Floors - Grout SND & Epoxy, Tub - Grout NSD &

Caulk, Shower - Grout SND & Caulk Shower, Grout & Caulk, Shower with Stone - Grout NSD & Caulk, Tile Finisher ACT Grouts Hands-on test.

12. First Aid /CPR:

Can be scheduled by the apprentice with a qualified agency or certified instructor such as the American Red Cross, Kaiser Hospital, etc. The apprentice must furnish completion certificates or cards to the Coordinator to verify. The reasonable cost of First Aid/CPR courses will be paid by the Joint Committee provided the apprentice presents an appropriate receipt. First AID & CPR classes will also be provided as a scheduled class of the apprentice program at no cost to the apprentice. No apprentice may advance to journeyperson status without completing this requirement, regardless of the number of credits earned.

13. Electives.

Six credits (two class days) of practical application of tile principles such as participation at the annual run-off contest, charity projects, permanent installations at school, etc.

Total Hours: 200**ARTICLE V Ratio**

1. The ratio is the same for all Tile occupations and is as follows:

The maximum ratio shall be one (1) apprentice for every one (1) journeyworker, and no less than one (1) apprentice for every five (5) journeyworkers.

Attachment C

California Plan for Equal Opportunity

Northern California Tile Industry Joint Apprenticeship Training Committee

Occupations:

Occupation	O*Net Code	Attachment
Tile Layer	47-2044.00	B-1
Tile Finisher	47-3011.00F	B-2

Area Covered by Standards: Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Kings, Lake, Lassen, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Sierra, Shasta, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo, Yuba.

Approved Statistical Area for Recruitment: Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Kings, Lake, Lassen, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Sierra, Shasta, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo, Yuba.

The Northern California Tile Industry Joint Apprenticeship Training Committee in accordance with the California Plan for Equal Opportunity in Apprenticeship declares the following selection procedures:

I. 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.

II. Dissemination of Information:

Recruitment information shall be disseminated statewide to the following agencies and organizations:

- 1) U.S. Department of Labor, Bureau of Apprenticeship and Training
- 2) California Division of Apprenticeship Standards
- 3) California Employment Development Department (EDD)
- 4) California Community Colleges
- 5) California County Superintendent of Schools
- 6) Other: Outreach to minority organizations (including veterans and women's groups) used to recruit and refer applicants to help meet program sponsor's goals and timetables.

A list of agency/organization addresses is available from DAS upon request. The apprentice program shall provide DAS the program's dissemination list upon request.

III. Affirmative Action Program:

The program will engage in outreach and positive recruitment activities for the purpose of increasing minority, veteran, women and youth participation in our area as follows:

The Northern California Tile Industry JATC will engage in the following outreach and recruitment activities in an effort to reach female and minority goals.

- a. The Tile JATC will send out the apprenticeship announcement to the public to include minority and women's organizations in the area twice a year. This will include local high schools, community colleges, E.D.D.'s, Private Industry Councils and veterans' groups.
- b. The Tile JATC will send a letter to all participating employers to inform them of their commitment to affirmative action goals and to encourage them to hire a female or minority when openings occur.
- c. The Tile JATC will contact and develop a relationship with the employment agencies in the area they cover, like the E.D.D., local schools, private industry councils, veteran's organizations and women's groups involved in employment.

- d. The JATC will meet with participating employers to discuss and encourage the employment of apprentices and to ask the employers to assist the Committee in reaching their female and minority goals.
- e. The Tile JATC will participate, when possible, in local high school career functions to help provide information to young people about the opportunities in their trade.
- f. Other local outreach, minority organizations, and women's groups that can be used to recruit and refer applicants to help meet program sponsor's goals and timetables.

IV. Written Applications:

- A. Walk-in-Applicants shall be accepted throughout the year. All persons requesting an application shall have one made available upon signing the applicant log.
- B. All applications shall be identical in form and requirements. The application form shall be numbered in sequence corresponding with the number appearing on the applicant log so that all applications can be accounted for. Columns will be provided on the applicant log to show race/ethnic and sex identification and the progress by dates and final disposition of each application.
- C. Before completing the application, each applicant will have the option to review the Apprenticeship Standards and will be provided information about the program. If the applicant has any additional questions on the qualifications or needs additional information to complete the application, it will be provided by the JATC.
- D. Receipt of the properly completed application form, along with required supporting documents (Driver's license/CA-Identification card. HS diploma, GED, official transcripts are not a requirement to enter the program but any and all certifications will be accepted if available. DD214, shall constitute the completed application.
- E. Completed applications will be checked for minimum qualifications.
- F. Applicants are provided with a list of BAC 3 signatory contractors to seek for employment. 600 Pinnacle Place, Livermore, CA 94550 Monday to Friday, excluding holidays 8:00 a.m. to 11:30 a.m.

V. Selection of Apprentice Applicant:

Applicants will be selected by individual participating employer sponsors using selection method #4 as outlined in the California Code of Regulations, Title 8, Chapter 2, Part 1, Section 215, Chapter 6, from a pool of eligible created during the established recruiting process in accordance with the State and Federal Equal Opportunity regulations.

A. Signatory contractors have the option to Direct Hire. Apprentices are indentured by the signatory parties to the collective bargaining agreement between the Tile, Terrazzo and Restoration Contractors Association of Northern California and the Bricklayers and Allied Craftworkers Local Union No. 3 CA IUBAC, AFL-CIO. Apprentices can also be indentured by the NCTI JATC for employment with non-union contractors on prevailing wage projects.

Applicants must have proof of employment to be indentured. Otherwise, they can only submit an application.

B. Youth who complete a Job Corps training program in any occupation covered in the Apprenticeship Standards, who meet the minimum qualification of the apprenticeship program, may be admitted directly into the program, or if no apprentice opening is available, the Job Corps graduate may be

provided with a signatory contractor list. The JATC shall evaluate the Job Corps training received for granting appropriate credit on the term of apprenticeship. Entry of Job Corps graduates shall be done without regard to race, color, religion, national origin, or gender.

C. An employee of a non-signatory contractor not qualifying as a journeyworker when the employer becomes signatory, may be evaluated by the JATC, and indentured at the appropriate period of apprenticeship based on previous work experience and related training. (Note: This is a method of direct entry into the apprenticeship program, whereby all minimum qualification is waived).

D. An individual who signs an authorization card during an organizing effort - wherein fifty percent, plus one (50% + 1) or more of the employees have signed authorization cards, whether or not the employer becomes signatory and is an employee of the non-signatory employer and does not qualify as a journeyworker may be evaluated and indentured by the JATC at the appropriate period of apprenticeship based on previous work experience and related training. (Note: This is a method of direct entry into the apprenticeship program, whereby all minimum qualification is waived). For such applicants to be considered they must:

1. Be employed in the JATC jurisdiction when the authorization card was signed
2. Have been employed by the employer before the organizational effort commenced
3. All employees of the employer must have been offered the opportunity to sign authorization cards and be evaluated

E. Helmets to Hardhats (Military Veterans with Technical Training)

Military veterans who completed military technical training school and/or participated in a registered apprenticeship program or related craft while in the military. The military veteran may be admitted directly into the program, or if no apprentice opening is available, the military veteran may be

provided with a signatory contractor list. The JATC shall evaluate the military veteran training received for granting appropriate credit on the term of apprenticeship. Entry of military veterans shall be done without regard to race, color, religion, national origin, or gender.

F. Age: All applicants shall be at least eighteen (18) years of age

G. Education:

NCTI JATC finisher graduates moving to the tile layer apprentice program will enter the tile layer program after meeting the entry requirements as level S-8.

All Tile Layers and Tile Finishers entering the NCTI JATC program will be required to take a pre-apprenticeship placement exam. Applicants who fail the reading portion of the entry exam may enter the program but would be encouraged to enroll in an approved ESL program.

H. Physical: Applicants shall be physically capable of performing the essential functions of the apprenticeship program without posing a direct threat to the health or safety of the individual or others.

I. Pool of Eligible Applicants: Applicants will be recorded on a chronological list according to application date. The eligible applicant list will be good for one year or until exhausted.

J. Employment Requirement: Applicant must be employed at the time of application to be admitted and indentured into the apprenticeship program. The employer must have a current DAS-7 on file at the NC Tile JATC office and with the DAS for the trade.

VI. Goals and Timetables:

Total population in area covered is 13,203,338 as of 2000 census.

WOMEN:

Percent of females in the workforce: 45.7%

Goals for intake of females: 22.8%

MINORITIES (Men & Women):

Percent of minorities in the workforce: 44.4%

Goals for intake of minorities by ethnic group

Black (not Hispanic): 6.1%

Asian & Pacific Islander: 10.1%

American Indian & Alaskan Native:	1.1%
Filipino:	3.8%
Hispanic:	23.3%

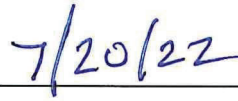
VII. Records:

Cal Plan and all other records will be maintained for five years and kept at:

Northern California Tile Industry Joint Apprenticeship Training Committee
600 Pinnacle Place
Livermore, CA 94550

VII. Annual Compliance:

Northern California Tile Industry Joint Apprenticeship Training Committee will submit an annual compliance report to the Division of Apprenticeship Standards at such time as requested by the Division.

SIGNED FOR THE PROGRAM SPONSOR:
_____

Mark Ansell

Date

Training Coordinator

Northern California Tile Industry Joint Apprenticeship Training Committee

600 Pinnacle Place

Livermore, CA 94550

Phone: 510.632.8454

Email: mansell@bac3tilejatc.com**SIGNED FOR THE DIVISION OF APPRENTICESHIP STANDARDS:**

The foregoing apprenticeship standards, being in conformity with the rules and regulations of the California Apprenticeship Council, the California Code of Regulations and applicable Federal Regulations are hereby approved September 7, 2022.

(DAS approval date)

Eric Rood
Digitally signed by Eric Rood
Date: 2022.09.07
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_____September 7, 2022

Eric Rood, Chief

Date

Division of Apprenticeship Standards

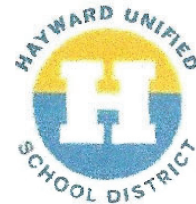
Attachment D

Local Education Agency Letter(s)

Northern California Tile Industry Joint Apprenticeship Training Committee



The Hayward Center/Adult School
Evelyn Ocasio, Director of Alternative Ed. Programs



March 17, 2022

Northern California Tile JATC
Mark Ansell
600 Pinnacle Place
Livermore, 94550

Dear Mr. Ansell,

This letter is for the 2021-22 School Year apprenticeship program. As the Local Educational Agency (LEA) I approve the Apprenticeship Standards of the Northern California Tile Industry Joint Apprenticeship Training Committee revision.

Please feel free to contact me if you have any questions or concerns.

Sincerely,

Evelyn Ocasio
Director Alternative Ed Programs
510-783-4001 Ext: 36105
eocasio@has.edu