



Department of Veterans Affairs

**TRAINING AGREEMENT FOR APPRENTICESHIP AND OTHER ON-THE-JOB TRAINING PROGRAMS
(Title 38 U.S.C. 3677 and 3687)**

PART I - GENERAL INFORMATION

1. NAME AND ADDRESS OF ESTABLISHMENT ENTERING INTO TRAINING AGREEMENT <i>(Include e-mail address)</i> WILDLAND FIREFIGHTER APPRENTICESHIP PROGRAM 3237 PEACEKEEPER WAY, McCLELLAN CA 95652		2. NAME AND ADDRESS OF TRAINEE ENTERING INTO TRAINING AGREEMENT		
3. TRAINEE'S SOCIAL SECURITY NUMBER	4. TRAINEE'S VA FILE NUMBER	5. DATE OF BIRTH	6. TRAINEE'S JOB TITLE OR TRADE WILDLAND FIREFIGHTER	
7. LENGTH OF PROGRAM 3,000 HOURS		8. CREDIT FOR PREVIOUS TRAINING/EXPERIENCE		9. LENGTH OF TIME REMAINING TO BE COMPLETED
10. DATE TRAINING BEGINS	11. LENGTH OF PROBATIONARY PERIOD 1 YEAR	FOR VA USE ONLY ▶		12. FACILITY CODE
13. DOT CODE				

PART II - TRAINING AGREEMENT

14. SPECIFIC QUALIFICATIONS FOR TRAINEES	15. NUMBER OF TRAINEES PER INSTRUCTOR OR NUMBER OF APPRENTICES TO JOURNEY WORKERS <i>(Ratio)</i>
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16. WAGE PROGRESSION TOWARD THE JOURNEYWORKER WAGE

NOTE: Trainees who receive credit for previous experience shall be paid the wage rate of the period to which such credit advances them.

A. PERIOD	B. NUMBER OF MONTHS	C. WAGE LEVEL	A. PERIOD	B. NUMBER OF MONTHS	C. WAGE LEVEL
1ST		\$ PER	6TH		\$ PER
2ND		\$ PER	7TH		\$ PER
3RD		\$ PER	8TH		\$ PER
4TH		\$ PER	9TH		\$ PER
5TH		\$ PER	10TH		\$ PER

D. PRESENT FULLY TRAINED WAGE RATE OR JOURNEYWORKER WAGE RATE
\$ PER

17A. WORK PROCESSES IN WHICH TRAINEE WILL RECEIVE INSTRUCTION OR WILL BE TRAINED <i>(List the various operations or tasks to be learned with a brief narrative description and the length of time devoted to each. If additional space is required, please continue on a separate sheet)</i>	17B. NUMBER OF HOURS OF TRAINING
WILDLAND FIRE SAFETY	40.00
WILDLAND FIRE PREPAREDNESS, SUPPRESSION AND FUELS MANAGEMENT	2,800.00
FIRE BUSINESS PRACTICES	20.00
REVIEW LOCAL PLANS	20.00
WILDLAND FIRE PREVENTION/EDUCATION AND DISPATCH	120.00
TOTAL	3,000.00

18A. COURSE CURRICULUM UNITS, OR TRAINING OUTSIDE THE JOB NECESSARY FOR THIS TRADE <i>(If required)</i> WFAP BASIC AND ADVANCED ACADEMY	18B. LOCATION OF RELATED TRAINING/INSTRUCTION WFAP 3237 PEACEKEEPER WAY McCLELLAN, CA 95652
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The Establishment and the Trainee enter into this agreement in conformity with the Training Standards shown on the reverse side of this form which have been approved by the Department of Veterans Affairs. Carefully read these standards before signing below.

19. SIGNATURE OF TRAINEE	20. SIGNATURE AND TITLE OF ESTABLISHMENT DESIGNEE
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The signing of this agreement binds the parties to compliance with the Agreement and Training/Apprenticeship Standards.

OTHER ON-THE-JOB TRAINING STANDARDS

- I. HOURS AND SUPERVISION - The trainee shall work the same hours as the instructor and shall work under the supervision of the instructor at all times.
- II. SAFETY AND HEALTH TRAINING - The VA trainee will receive instruction on the job as to safe and healthful work practices. Such instruction shall include training regarding safety regulations, reporting of accidents, and availability of first aid medical facilities. The establishment shall also ensure that the trainee is trained in facilities and other environments that are safe and healthful.
- III. ADMINISTRATIVE PROCEDURES - The following shall be the responsibility of the participating establishment:
 - A. To see that all VA trainees are covered by a written agreement.
 - B. To notify the VA Regional Processing Office in writing of any interruption or termination of training by each VA trainee.
 - C. To maintain a record of each VA trainee showing his or her experience and progress in learning the occupation until 3 years after completion of the training program.
- IV. COMPLIANCE WITH TITLE VI, CIVIL RIGHTS ACT OF 1964 - The establishment agrees to comply with the provisions of Title VI, Civil Rights Acts of 1964.
- V. COMPLIANCE WITH TRAINING STANDARDS - These standards, as approved by VA, become a part of the Training Agreement applying hereto. The signing of the Agreement in Items 19 and 20 on the reverse, binds the parties to compliance with these standards. The employer will provide every VA trainee entering into an Other On-The-Job Training Agreement with a copy of the Agreement with these Standards. The employer will send two copies of the completed Agreement to VA. The terms of this training agreement are in compliance with the requirements of section 21.4262, Title 38, Code of Federal Regulations.

APPRENTICESHIP TRAINING STANDARDS

- I. DEFINITION AND TERM OF APPRENTICESHIP - The term "apprentice" shall mean a person at least _____ years of age who is employed to learn a skilled trade pursuant to the terms of a written Apprenticeship Agreement with the establishment. The Agreement will provide for (a) not less than _____ years of reasonably continuous employment, (b) participation of the apprentice in an approved schedule of work experience through employment, and (c) at least the number or hours per year of supplemental instruction in subjects related to the trade specified by the U.S. DOL (Department of Labor). (The DOL usually requires at least 144 hours per year.)
- II. QUALIFICATIONS OF APPRENTICESHIP APPLICANTS - VA apprenticeship applicants for this trade shall be between the ages of _____ and _____ and should be, if possible, high school graduates or the equivalent and be able to meet the requirements of the trade.
- III. PROBATIONARY PERIOD - All apprentices employed in accordance with these standards shall be subject to a probationary period not exceeding the first _____ of the term of apprenticeship. During this period, the Apprenticeship Agreement may be terminated at the request of either party to the Agreement.
- IV. HOURS AND SUPERVISION - The apprentice shall work the same hours as the journeyworker and shall work under the supervision of the journeyworker at all times.
- V. WAGE PROGRESSION - This standard must include a uniform, progressive schedule of wages.
- VI. RELATED SCHOOL INSTRUCTION
 - A. Each apprentice shall enroll in and attend classes in subjects related to this trade for not less than the number of hours yearly specified by the U.S. DOL during the term of apprenticeship. Apprentice related training should be arranged through local education agencies, the Community College system, or private vocational schools. If institutional training is not available locally, such related training may be given by a course applicable to the trade taken through correspondence (or other forms of self-study approved by the registration/approval agency), or an individualized instruction program of classroom training in the training establishment will be substituted.
 - B. Failure on the part of the apprentice to regularly attend class and/or progress satisfactorily in approved related training will be deemed sufficient cause to drop the apprentice from the entire training program.
 - C. Trade journals, manuals, books, publications, etc., applicable to the trade may be used in supervised training.
 - D. The minimum number of related training hours per year are not classified as hours of employment unless given during regular working hours for which wages are paid.
 - E. Curriculum content is described in Items 18A and 18B of the Apprenticeship Agreement.
- VII. SAFETY AND HEALTH TRAINING - The apprentice shall receive instruction on the job as to safe and healthful work practices. Such instruction shall include training regarding safety regulations, reporting of accidents, and availability of first aid medical facilities.
- VIII. ADMINISTRATIVE PROCEDURES - The following shall be the responsibility of the participating establishment:
 - A. To see that all apprentices are covered by a written agreement.
 - B. To notify the VA Regional Processing Office in writing of any interruption or termination of training by each apprentice.
 - C. To maintain a record of each apprentice showing his or her experience and progress in learning the occupation until 3 years after completion of the training program.
- IX. GRANTING CERTIFICATE OF COMPLETION OF APPRENTICESHIP - After satisfactory completion of apprenticeship under these standards, each apprentice shall be furnished with a Certificate of Completion of Apprenticeship.
- X. COMPLIANCE WITH TITLE VI, CIVIL RIGHTS ACT OF 1964 - The establishment agrees to comply with the provisions of Title VI, Civil Rights Act of 1964.
- XI. COMPLIANCE WITH APPRENTICESHIP STANDARDS - These standards, as approved by VA, are made a part of the Apprenticeship Agreement applying hereto. The signing of the Agreement in Items 19 and 20 on the reverse, binds the parties to compliance with these standards.

OTHER INFORMATION - Every apprentice entering into an Apprenticeship Training Agreement will be given a copy of these standards. Two copies will be forwarded to VA. The terms of this training agreement are in compliance with the requirements of section 21.4261, Title 38, Code of Federal Regulations.

Education Liaison Representative

Date Signed