

273

HJ

SB 597

-

SB 630

673

R. D. Stevenson  
February 5, 1976  
Page Two

It is anticipated that the above fee schedule would generate a total of \$53,750 in FY 77. This would provide sufficient funds to allow the Department to hire the necessary staff members to properly process applications and reports, as well as performing audits of the records of permittees to insure that they are complying with the statutes.

GLJ/bjm

# STATE OF ALASKA

## DEPARTMENT OF REVENUE

STATE OFFICE BUILDING

POUCH SA - JUNEAU 99811

JAY S. HAMMOND, GOVERNOR

members  
JBSA1

May 17, 1976

The Honorable Terry Gardiner  
Chairman, House Judiciary Committee  
Alaska State Legislature

Dear Chairman Gardiner:

re Senate Bill 597

This bill attempts to solve some of the major reporting problems that are currently in the statutes regarding Games of Chance and Skill. I would suggest that the re-draft of Section 05.15.080 be further modified to read as follows:

*adopted*

Sec. 05.15.080. REPORTS BY PERMITTEES. [IF THE LICENSED ACTIVITY GROSSES OVER \$500,] the permitte shall, by January 31 of the following year [WITHIN 15 DAYS AFTER THE HOLDING OF THE SPECIFIC ACTIVITY,] file for public inspection with the city or borough clerk nearest to the location of the activity licensed and with the commissioner of revenue, an itemized statement showing all income, [AND] authorized expenses and disbursements of net proceeds in connection with the activity. [IF THE ACTIVITY GROSSES OVER \$20,000, THE COMMISSIONER MAY EXTEND THE TIME FOR FILING THE REPORT FOR A PERIOD NOT EXCEEDING 60 DAYS.]

I feel that this wording would solve the current problems encountered by both the permittees and the Department of Revenue. With the extension of the filing date to January 31 there would be no need for the provision authorizing the Commissioner to allow extensions up to 60 days. Further, it is very important that all reports be filed by the due date so that a proper report can be filed with the Legislature as required.

I would further suggest that the legislature seriously look at raising the permit fees for the operation of Games of Chance and Skill. The current fee of \$10.00 was established in 1960 when the original statute was enacted and no longer approaches covering the cost of administration of this program. I suggest that each activity be subject to a separate application processing fee and that the rates be increased to \$50.00 each. In addition I recommend an annual fee of one percent of the gross receipts

The Honorable Terry Gardiner

Page 2

May 17, 1976

from the games operated by the permittees. The increased processing fee plus the one percent annual fee would generate approximately \$89,000 per year, thus providing sufficient funds to employ two full-time staff members to work specifically on the enforcement of this law. These positions have never been specifically funded in the past. In light of today's high cost factors and the considerable enforcement problems that we encounter, I feel these rates would be equitable. To accomplish this, I suggest the following modification to Section 05.15.020:

\*  
Sec. 05.15.020. Annual permit and fees. No activity permitted under this chapter may be conducted unless an annual permit issued by the department is first obtained [AND A FEE OF \$10 IS PAID TO THE DEPARTMENT.] A separate processing fee of \$50 shall be paid for each authorized activity. The applicable fees shall accompany the application for a permit. [NO ACTIVITY IS PERMITTED FOR A PERIOD OF 15 DAYS AFTER APPLICATION.] An additional fee of 1% of the gross receipts shall be paid by each permittee annually. This fee is due and payable at the same time as the annual financial statement. Gross receipts for purposes of the annual fee shall be the total monies received by the permittee from all games of chance and skill prior to any deduction for prizes, operating expenses or disbursements of net proceeds. 20/yr  
gross proceeds

If you have any questions concerning my suggestions, please contact me.

Sincerely,



Sterling Gallagher  
Commissioner

I. REQUEST

Bill No: \_\_\_\_\_  
 Title: Fee Structure Recommended by the Department.  
 Requested by: \_\_\_\_\_ Date: \_\_\_\_\_  
 Return Date Requested: \_\_\_\_\_  
 Agency: Revenue Program: Audit

II. FISCAL DETAIL

Budget Request Unit(s) Affected: Audit Division

A. EXPENDITURES: (Thousands of dollars)

OBJECT	FY 76	FY 77	FY 78	FY 79	FY 80	FY 81
100 PERSONAL SERVICES	-0-	39.4	40.6	41.8	44.3	45.7
200 TRAVEL	-0-	5.0	5.0	5.0	5.0	5.0
300 CONTRACTUAL	-0-	6.0	6.0	6.0	6.0	6.0
400 COMMODITIES	-0-	.3	.3	.3	.3	.3
500 EQUIPMENT	-0-	1.2	---	---	---	---
600 LAND & STRUCTURES						
700 GRANTS, CLAIMS, ETC.						
TOTAL	-0-	51.9	51.9	53.1	55.6	57.0

B. FUNDING: (Thousands of dollars)

GENERAL FUND	-0-	51.9	51.9	53.1	55.6	57.0
FEDERAL FUNDS						
OTHER						

C. POSITIONS:

PERMANENT/TEMPORARY	0 / 0	2 / 0	2 / 0	2 / 0	2 / 0	2 / 0
MAN MONTHS (P./T.)	0 / 0	24 / 0	24 / 0	24 / 0	24 / 0	24 / 0

III. ANALYSIS (See Fiscal Note Preparation Instructions, Section III)

See memo to R. D. Stevenson dated March 23, 1976.

IV. ATTACHMENTS See memo to R. D. Stevenson dated March 23, 1976

V. DATE: 3-23-76 PREPARED BY: [Signature]  
 Director, Audit Division

Original: Legislative Finance  
 cc: Budget and Management  
 Prime Sponsor (First Legislator Named)

# STATE OF ALASKA

## DEPARTMENT OF REVENUE

OFFICE OF THE COMMISSIONER

JAY S. HAMMOND, GOVERNOR

POUCH 5 - JUNEAU 99811

February 13, 1976

The Honorable Terry Gardiner  
Chairman  
House Judiciary Committee  
Alaska State Legislature  
State Capitol Building  
Juneau, AK 99811

Re: Senate Bill No. 597

Dear Mr. Gardiner:

Senate Bill No. 597, an Act relating to date of submission of reports concerning bingo, raffles and ice pools was introduced in the House on February 11, 1976 and was referred to the House Judiciary Committee.

For the consideration of the House Judiciary Committee, I am enclosing a copy of a Fiscal Note and accompanying memorandum prepared by Gary L. Jenkins, Director, Audit Division, Department of Revenue as concerns Senate Bill No. 597. It is the opinion of the writer that the material contained in the Fiscal Note and memorandum was not reviewed by the Senate Judiciary Committee due to passage out of the Senate Judiciary Committee to the Rules Committee before the Department of Revenue information was transmitted.

If you or any members of the House Judiciary Committee have any questions on the material submitted, please telephone the writer at 465-2397 and I will contact Mr. Jenkins for further information or testimony at a hearing.

Very truly yours,



R. D. Stevenson  
Special Assistant

cc: The Honorable Robert Ziegler  
Chairman  
Senate Judiciary Committee

Gary L. Jenkins  
Director  
Audit Division  
Department of Revenue

THE LEGISLATURE OF THE STATE OF ALASKA  
FISCAL NOTE  
 Second Session - Ninth Legislature

I. REQUEST

Bill No. Senate Bill 597  
 Title: Act relating to date of submission of reports concerning bingo, raffles & 881s  
 Requested by: \_\_\_\_\_ Date: February 4, 1976  
 Return Date Requested: \_\_\_\_\_  
 Agency: Revenue Program: Audit

II. FISCAL DETAIL

Budget Request Unit(s) Affected: Audit Division

A. EXPENDITURES: (Thousands of dollars)

OBJECT	FY 76	FY 77	FY 78	FY 79	FY 80	FY 81
100 PERSONAL SERVICES	-0-	38.6	39.8	41.0	42.2	43.5
200 TRAVEL	-0-	5.0	5.0	5.0	5.0	5.0
300 CONTRACTUAL	-0-	6.0	6.0	6.0	6.0	6.0
400 COMMODITIES	-0-	.3	.3	.3	.3	.3
500 EQUIPMENT	-0-	1.2	----	----	----	----
600 LAND & STRUCTURES						
700 GRANTS, CLA. , ETC.						
<b>TOTAL</b>	<b>-0-</b>	<b>51.1</b>	<b>51.1</b>	<b>52.3</b>	<b>53.5</b>	<b>54.8</b>

B. FUNDING: (Thousands of dollars)

GENERAL FUND	-0-	51.1	51.1	52.3	53.5	54.8
FEDERAL FUNDS						
OTHER						

C. POSITIONS:

PERMANENT/TEMPORARY	0 / 0	2 / 0	2 / 0	2 / 0	2 / 0	2 / 0
MAN MONTHS (P./T.)	0 / 0	24 / 0	24 / 0	24 / 0	24 / 0	24 / 0

## MEMORANDUM

State of Alaska

TO: R. D. Stevenson  
 Special Assistant to Commissioner  
 Administrative Services

DATE: February 4, 1976

FILE NO:

TELEPHONE NO:

FROM: Gary L. Jenkins  
 Director  
 Audit Division

SUBJECT: Senate Bill 597

This bill attempts to solve some of the major reporting problems that are currently in the statutes regarding Games of Chance and Skill. I would suggest that the re-draft of Section 05.15.080 be further modified to read as follows:

Sec. 05.15.080. REPORTS BY PERMITTEES. [IF THE LICENSED ACTIVITY GROSSES OVER \$500,] The permittee shall, by January 31 of the following year [WITHIN 15 DAYS AFTER THE HOLDING OF THE SPECIFIC ACTIVITY,] file for public inspection with the city or borough clerk nearest to the location of the activity; licensed and with the commissioner of revenue, an itemized statement showing all income, [AND] authorized expenses and disbursements of net proceeds in connection with the activity. [IF THE ACTIVITY GROSSES OVER \$20,000, THE COMMISSIONER MAY EXTEND THE TIME FOR FILING THE REPORT FOR A PERIOD NOT EXCEEDING 60 DAYS.]

I feel that this wording would solve the current problems encountered by both the permittees and the Department of Revenue. With the extension of the filing date to January 31 there would be no need for the provision authorizing the Commissioner to allow extensions up to 60 days. Further, it is very important that all reports be filed by the due date so that a proper report can be filed with the Legislature as required.

I would further suggest that this committee seriously look at raising the permit fees for the operation of Games of Chance and Skill. The current fee of \$10.00 was established in 1960 when the original statute was enacted and no longer approaches covering the cost of administration of this program. I suggest that each activity be subject to a separate fee and that the rates be increased to \$50.00 each for raffles and lotteries, ice classics, dog musher's contests, fish derbies and contests of skill, while the fee for bingo be increased to \$100. In light of today's high cost factors and the considerable enforcement problems that we encounter with bingo, as compared to other games of chance and skill, I feel these rates would be equitable. To accomplish this, I suggest the following modification to Section 05.15.020:

Sec. 05.15.020. Annual permit and fee. No activity permitted under this chapter may be conducted unless an annual permit issued by the department is first obtained [AND A FEE OF \$10 IS PAID TO THE DEPARTMENT.] A separate fee shall be paid for each authorized activity. A fee of \$50 shall be paid for raffles and lotteries, ice classics, dog musher's contests, fish derbies and contests of skill. The fee for bingo is \$100. The applicable fees shall accompany the application for a permit. [NO ACTIVITY IS PERMITTED FOR A PERIOD OF 15 DAYS AFTER APPLICATION.]

R. D. Stevenson  
February 5, 1976  
Page Two

It is anticipated that the above fee schedule would generate a total of \$53,750 in FY 77. This would provide sufficient funds to allow the Department to hire the necessary staff members to properly process applications and reports, as well as performing audits of the records of permittees to insure that they are complying with the statutes.

GLJ/bjm

# STATE OF ALASKA

## DEPARTMENT OF REVENUE

STATE OFFICE BUILDING

POUCH SA - JUNEAU 99811

JAY S. HAMMOND, GOVERNOR

numbers  
21597

May 17, 1976

The Honorable Terry Gardiner  
Chairman, House Judiciary Committee  
Alaska State Legislature

Dear Chairman Gardiner:

re Senate Bill 597

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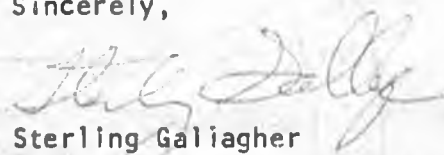
The Honorable Terry Gardiner  
Page 2  
May 17, 1976

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If you have any questions concerning my suggestions, please contact me.

Sincerely,

  
Sterling Galiagher  
Commissioner

THE LEGISLATURE OF THE STATE OF ALASKA  
FISCAL NOTE

Second Session - Ninth Legislature

I. REQUEST

Bill No. \_\_\_\_\_  
 Title: Fee Structure Recommended by the Department.  
 Requested by: \_\_\_\_\_ Date: \_\_\_\_\_  
 Return Date Requested: \_\_\_\_\_  
 Agency: Revenue Program: Audit

II. FISCAL DETAIL

Budget Request Unit(s) Affected: Audit Division

A. EXPENDITURES: (Thousands of dollars)

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200 TRAVEL	-0-	5.0	5.0	5.0	5.0	5.0
300 CONTRACTUAL	-0-	6.0	6.0	6.0	6.0	6.0
400 COMMODITIES	-0-	.3	.3	.3	.3	.3
500 EQUIPMENT	-0-	1.2	---	---	---	---
600 LAND & STRUCTURES						
700 GRANTS, CLAIMS, ETC.						
TOTAL	-0-	51.9	51.9	53.1	55.6	57.0

B. FUNDING: (Thousands of dollars)

GENERAL FUND	-0-	51.9	51.9	53.1	55.6	57.0
FEDERAL FUNDS						
OTHER						

C. POSITIONS:

PERMANENT/TEMPORARY	0 / 0	2 / 0	2 / 0	2 / 0	2 / 0	2 / 0
MAN MONTHS (P./T.)	0 / 0	24 / 0	24 / 0	24 / 0	24 / 0	24 / 0

III. ANALYSIS (See Fiscal Note Preparation Instructions, Section III)

See memo to R. D. Stevenson dated March 23, 1976.

IV. ATTACHMENTS See memo to R. D. Stevenson dated March 23, 1976

V. DATE: 3-23-76 PREPARED BY: [Signature]  
 Director, Audit Division

Original: Legislative Finance  
 cc: Budget and Management  
 Prime Sponsor (First Legislator Named)

SB

629

# COMMITTEE REPORT

5/21/76

HOUSE

Mr. Speaker:

Date

May 24, 1976

The Committee on JUDICIARY has had CSSA 629

under consideration. A Majority of the members of the Committee

recommends it DO PASS

recommends it DO NOT PASS

recommends it DO PASS WITH ATTACHED AMENDMENT(S)

recommends it BE REPLACED WITH CS FOR \_\_\_\_\_ AND THAT

CS FOR \_\_\_\_\_ DO PASS

"and" recommends it BE REFERRED TO THE \_\_\_\_\_

COMMITTEE

reports it back WITHOUT RECOMMENDATION

"other"

Members signing the Majority report:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Members NOT concurring in the Majority report:

_____	recommends:	_____
_____	recommends:	_____
_____	recommends:	_____
_____	recommends:	_____
_____	recommends:	_____

\_\_\_\_\_ Chairman

# STATE OF ALASKA

**DEPT. OF HEALTH AND SOCIAL SERVICES**

**OFFICE OF THE COMMISSIONER**

**JAY S. HAMMOND, GOVERNOR**

**POUCH H 01 - JUNEAU 99811**

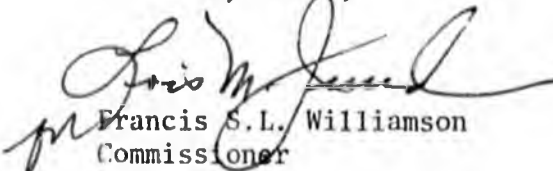
May 13, 1976

The Honorable Susan Sullivan  
Chairman, House HESS  
Alaska State Legislature  
Pouch B  
Juneau, Alaska 99811

Dear Ms. Sullivan:

Please find enclosed proposed changes as requested of Gary Sheridan, Social Service Program Coordinator, Division of Social Services by the House Health, Education & Social Services Committee after his testimony given for the Department of Health & Social Services on CS for Senate Bill No. 629 on May 12, 1976, "An Act relating to the enactment of the Interstate Compact on the Placemen+ of Children."

Sincerely Yours,



Francis S.L. Williamson  
Commissioner

cc: Senator Genie Chance  
Joe Guthrie

DEPARTMENT OF HEALTH & SOCIAL SERVICES

PROPOSED CHANGES TO CS SENATE BILL NO. 629

1. In Article VII, Page 5, Line 20, delete the word "governor" and insert the words "executive head".
2. On Page 8 after Sec. 47.70.070 ending on line 10, insert an additional section entitled "Sec. 47.70.080. EXECUTIVE HEAD. As used in Article VII of the Interstate Compact for the Placement of Children, the term "executive head" means the Governor. The Governor is hereby authorized to appoint a Compact Administrator in accordance with the terms of said Article VII".

SB

630

COMMITTEE REPORT

4/14/76

HOUSE

Mr. Speaker:

Date April 23, 1976

The Committee on JUDICIARY has had SB 630

under consideration. A Majority of the members of the Committee

recommends it DO PASS

recommends it DO NOT PASS

recommends it DO PASS WITH ATTACHED AMENDMENT(S)

recommends it BE REPLACED WITH CS FOR \_\_\_\_\_ AND THAT

CS FOR \_\_\_\_\_ DO PASS

"and" recommends it BE REFERRED TO THE \_\_\_\_\_

COMMITTEE

reports it back WITHOUT RECOMMENDATION

"other"

Members signing the Majority report:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Members NOT concurring in the Majority report:

_____	recommends: <u>to Rea</u>
_____	recommends: <u>" "</u>
_____	recommends: <u>" "</u>
_____	recommends: <u>" "</u>
_____	recommends: <u>" "</u>

Terry Stauder Chairman

period, the Commission may effect designation of each of the agencies by publishing the list of them as an amendment to § 1601.12(in). Additions to the list may be made by the Commission by similar notice and publication. The proposed "706 Agencies" are as follows:

(Sec. 713(a), 78 Stat. 265 (42 U. S. C. 2000c-12(a)))

Written comments pursuant to this notice must be filed with the Commission on or before January 23, 1976.

Signed at Washington, D. C. this 22nd day of December 1975.

**¶ 53621 AGE BIAS IN KENTUCKY APPRENTICESHIP PROGRAM**

*Brown and Williamson Tobacco Corporation, and International Association of Machinists and Aerospace Workers, Local Number 681. Decision of the Kentucky Commission on Human Rights. Case No. 421-E, December 12, 1975.*

**Kentucky—Fair Employment Practices Act**

**Age Discrimination—Apprenticeship Program—Eligibility.**—An employee was improperly disqualified and declared ineligible for entry into a labor-management-sponsored apprenticeship program because he was outside the program's established maximum age limitation of 38 years.

Back reference.—Kentucky ¶ 23,199.

[Digest] Complainant alleged age discrimination by the named employer and its union in the design and administration of an apprenticeship training program which set a maximum age limit of 38 years. The Commission found reasonable cause to find discrimination did exist.

There was an exception for those past 38 who served in the armed forces. They were allowed an additional year of age for each year of service, not to exceed a maximum of four years. Any applicant of more than 42 years was to be disqualified as being too old.

**Background**

Labor and management established an apprenticeship program consistent with standards set forth in Sections 521.2 and 521.3 of the regulation of Wage and Hour and Public Contracts Division of the U. S. Department of Labor. The program was known as the Specialized Machine Adjuster-Repairman program and was administered by both parties.

Complainant applied for an apprenticeship. Although 40 years of age he was considered eligible, by virtue of two years he served in the armed forces. However, because he had reached his 41st year without having been selected, complainant's eligibility lapsed and he was adjudged too old.

The program maintained a maximum age limit of 38 years of age for applicants.

**Conclusions of Law**

The Commission reached the following conclusions of law:

¶ 5361

1. Respondent, Brown and Williamson Tobacco Corporation, is an "employer" as

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**New Developments**

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defined in KRS 344.030(1) and is subject to the provisions of KRS 344.070.

2. Respondent, International Association of Machinists and Aerospace Workers, AFL-CIO Local No. 681, is a "labor organization" as defined in KRS 344.030(3) and is subject to the provisions of KRS 344.070.

3. Both respondents voluntarily joined together to form a joint labor-management committee, the purpose of which was to design and administer an apprenticeship training program which was subject to the provisions of KRS 344.070.

4. Respondents, individually and in concert through the joint labor-management committee have and continue to apply maximum age standards for admittance of applicants to the said apprenticeship program which deny individuals admission to or employment in, said program because of their age between forty and sixty-five and thereby constitutes a continuing pattern and practice of unlawful age discrimination in violation of KRS 344.070.

5. The jurisdiction of the Commission is not preempted by any federal legislation.

6. The provisions of KRS 344.070 have their full force and effect and are not in conflict with the Age Discrimination in Employment Act of 1967 or regulations.

7. It is the public policy and legislative purpose of the Commonwealth of Kentucky to prohibit discrimination because of age between forty and sixty-five in connection with apprenticeship programs or training.

**Order**

The Commission ordered the respondent to cease and desist from the unlawful age discrimination as well as to immediately modify and revise their existing program standards to eliminate the discriminatory maximum age standards so as to bring them into conformity with the requirements

KRS 344.070. Respondents were further ordered to identify every individual disqualified because of age and indicate to those still employed that they will no longer be so disqualified and will be placed in an existing pool for enrollment in the program.

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New Developments

3165

[15089] AGE BIAS IN APPRENTICESHIP TRAINING IN KENTUCKY

Kentucky Attorney General's Opinion, OAG 72-493, August 3, 1972.

Kentucky—Fair Employment Practices Act

**Age Discrimination—Apprenticeship Training—Inconsistent State Law Provisions.**—A state civil rights law provision which makes it an unlawful employment practice to discriminate against an individual because of age between 40 and 65 would require the acceptance of an apprentice in this age bracket in a program, even though another apparently inconsistent provision indicates that the intent of the state law is to comply with federal law and regulations, which have been interpreted as eliminating apprenticeship programs from the type of age discrimination prohibition involved here. To correlate these apparent inconsistencies, the state human rights commission, in determining whether there is discrimination because of age in apprenticeship programs, would need to look at the type of program, its length, and whether the employer's refusal to accept an older person in an apprenticeship program was reasonably or rationally justified by the nature of the program and the results to be achieved. The state commission would need to adjudge each claim of discrimination because of age in apprenticeship on a case-by-case basis. The employer had established a tool maker apprenticeship program which required 8000 hours of on-the-job training, which took approximately four years to complete and involved a sizeable investment by the company in time and money. The employer claimed that if a man age 60 were required to be taken into an apprenticeship program, he would be age 64 by the time he would have completed the same, and he would work approximately one year until he reached the age of retirement. Thus, under such a set of facts the employer would have spent a great deal of money for very little gain. In the hypothetical instances cited by the employer, the state commission could very well decide that the employer's refusal was reasonably justified because of the nature of the particular apprenticeship program. In another type of case where the program's length was 60 to 90 days and the applicant was 50 or 55 years of age with several years of useful employment after the end of the training period, the arbitrary refusal to employ the applicant might very well violate the proscriptions of the law. KRS 344.020 and KRS 344.070.

Back reference.—Ky. ¶ 43,199.

[15090] GOVERNMENT ASSURES EQUAL JOB OPPORTUNITY WITHOUT QUOTAS

After some recent public concern over the possible discriminatory effect of the use of goals in government affirmative action programs, President Nixon requested all appropriate agency heads to review their affirmative action efforts to make sure that none encourage the quota system or any other biased practices. Reproduced immediately below is the text of a memorandum, dated August 18, 1972, issued by Robert E. Hampton, Chairman of the U. S. Civil Service Commission, reflecting that request.

Following, is the content of another letter from Chairman Hampton, dated August 30, 1972, reassuring Mr. Hyman Bookbinder, Washington representative of the American Jewish Committee, that the President's reminder of federal policy against quotas was not to be interpreted as abandonment or slowing down of the government's program to insure equal employment opportunities.

MEMORANDUM FOR HEADS OF DEPARTMENTS AND AGENCIES

August 18, 1972

President Nixon has asked that heads of departments and agencies review their policies with regard to achieving equal employment opportunity to ensure that they conform with his views expressed as follows:

I have sought and will continue to seek to enlarge opportunities for men and women of all religious, ethnic and racial backgrounds to serve in responsible posi-

tions, but the criteria for selection that I have employed and will continue to employ will be based on merit. I share your support of affirmative efforts to ensure that all Americans have an equal chance to compete for employment opportunities, and to do so on the basis of individual ability.

With respect to these affirmative action programs, I agree that numerical goals

Employment Practices

[15090]

## [§ 23,201]

Section 344.010. [Definitions].—In this chapter—

(1) "Person" includes one or more individuals, labor unions, joint apprenticeship committees, partnerships, associations, corporations, legal representatives, mutual companies, joint-stock companies, trusts, unincorporated organizations, trustees, trustees in bankruptcy, receivers, or other legal or commercial entity; the State, any of its political or civil subdivisions or agencies;

(2) "Commission" means the Kentucky Commission on Human Rights;

(3) "Commissioner" means a member of the Commission;

(4) "Discrimination" means any direct or indirect act or practice of exclusion, distinction, restriction, segregation, limitation, refusal, denial or any other act or practice of differentiation or preference in the treatment of a person or persons because of race, color, religion, national origin, sex, or age between forty and sixty-five, or the aiding, abetting, inciting, coercing, or compelling thereof.

(5) through (9)\*

(10) "Licensing agency" means any public or private organization which has as one of its duties the issuing of licenses or the setting of standards which an individual must hold or must meet as a condition to practicing a particular trade or profession or to obtaining certain employment within the state or as a condition to competing effectively with an individual who does hold a license or meet the standards.

(11) "Credit transaction" shall mean any open or closed end credit transaction whether in the nature of a loan, retail installment transaction, credit card issue or charge, or otherwise, and whether for personal or for business purposes, in which a service, finance, or interest charge is imposed, or which provides for repayment in scheduled payments, when such credit is extended in the course of the regular course [sic] of any trade or commerce, including but not limited to transactions by banks, savings and loan associations or other financial lending institutions of whatever nature, stock brokers, or by a merchant or mercantile establishment which as part of its ordinary business permits or provides that payment for purchases of property or services therefrom may be deferred. [Sec. 344.010 reads as last amended by Ch. 104, L. 1974, effective June 21, 1974.]

\*Subsections (5) through (9) defining "Real property", "Real estate operator", "Real estate broker", "Real estate salesman" and "Finan-

Kentucky § 23,201

## [§ 23,202]

Sec. 344.020 [Purposes].—(1) The general purposes of this Act are:

(a) To provide for execution within the State of the policies embodied in the Federal Civil Rights Act of 1964 (78 Stat. 241), Title VIII of the Federal Civil Rights Act of 1968 (82 Stat. 81), and the Federal Age Discrimination in Employment Act of 1967 (81 Stat. 602).

(b) To safeguard all individuals within the State from discrimination because of race, color, religion, national origin, sex, and age; thereby . . . to make available to the State their full productive capacities in employment, to secure the State against domestic strife and unrest which would menace its democratic institutions, to preserve the public safety, health and general welfare, and to further the interests, rights and privileges of individuals within the State.

(c) [Subsection (c) dealing with the sale and lease of property is not reproduced.]

(2) This chapter shall be construed to further the general purposes stated in this Section and the special purposes of the particular provision involved.

(3) Nothing in this chapter shall be construed as indicating an intent to exclude local laws on the same subject matter not inconsistent with this chapter.

(4) Nothing contained in this chapter shall be deemed to repeal any other law of this state relating to discrimination because of race, color, religion, national origin, sex, or age. [Sec. 344.020 reads as last amended by Ch. 104, L. 1974, effective June 21, 1974.]

## [§ 23,203]

Sec. 344.030. [Other Definitions].—For the purposes of KRS 344.030 to 344.110:

(1) "Employer" means a person who has 8 or more employes within the State in each of twenty or more calendar weeks in the current or preceding calendar year and an agent of such a person.

(2) "Employment agency" means a person regularly undertaking with or without compensation to procure employes for an employer, or to procure for employes opportunities to work for an employer and includes an agent of such person.

(3) "Labor organization" means a labor organization and an agent of such an or-

ganization referring to real estate are not reproduced.

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ganization, and includes an organization of any kind, an agency or employe representation committee, group, association, or plan so engaged in which employes participate and which exists for the purpose, in whole or in part, of dealing with employers concerning grievances, labor disputes, wages, rates of pay, hours, or other terms or conditions of employment, and a conference, general committee, joint or system board, or joint council so engaged which is subordinate to a national or international labor organization.

(4) "Employe" means an individual employed by an employer, but does not include an individual employed by his parents, spouse or child, or an individual employed to render services as a domestic in the home of the employer.

(5) "Religion" means all aspects of religious observance and practice, as well as belief, unless an employer demonstrates that he is unable to reasonably accommodate to an employe's or prospective employe's religious observance or practice without undue hardship on the conduct of the employer's business. [Sec. 344.030 reads as last amended by Ch. 187, L. 1974, approved March 29, 1974, and effective June 21, 1974.]

[§ 23,204]

Sec. 344.040. [Unlawful Employment Practices of Employer].—It is an unlawful practice for an employer—

(1) To fail or refuse to hire, or to discharge any individual, or otherwise to discriminate against an individual with respect to his compensation, terms, conditions, or privileges of employment, because of such individual's race, color, religion, national origin, sex, or age between forty and sixty-five; or

(2) To limit, segregate, or classify his employes in any way which would deprive or tend to deprive an individual of employment opportunities or otherwise adversely affect his status as an employe, because of such individual's race, color, religion, national origin, sex, or age between forty and sixty-five. [Reads as last amended by H. B. 430, L. 1972, effective June 16, 1972.]

[§ 23,205]

Sec. 344.050. [Unlawful Employment Practices of Employment Agency].—(1) It is an unlawful practice for an employment agency to fail or refuse to refer for employment, or otherwise to discriminate against an individual because of his race, color, religion, national origin, sex, or age between forty and sixty-five, or to classify or refer for employment an individual on the basis of

Employment Practices

his race, color, religion, national origin, sex, or age between forty and sixty-five.

(2) It is an unlawful practice for a licensing agency to refuse to license, or to bar or terminate from licensing an individual because of race, color, religion, national origin, sex, or age between forty and sixty-five. [Sec. 344.050 reads as last amended by H. B. 430, L. 1972, effective June 16, 1972.]

[§ 23,206]

Sec. 344.060. [Unlawful Employment Practices of Labor Union].—It is an unlawful practice for a labor organization—

(1) To exclude or to expel from its membership, or otherwise to discriminate against, a member or applicant for membership because of his race, color, religion, national origin, sex, or age between forty and sixty-five.

(2) To limit, segregate, or classify its membership, or to classify or fail or refuse to refer for employment an individual, in any way which would deprive or tend to deprive an individual of employment opportunities, or would limit such employment opportunities or otherwise adversely affect his status as an employe or as an applicant for employment, because of such individual's race, color, religion, national origin, sex, or age between forty and sixty-five.

(3) To cause or attempt to cause an employer to discriminate against an individual in violation of this section. [Sec. 344.060 reads as last amended by H. B. 430, L. 1972, effective June 16, 1972.]

[§ 23,207]

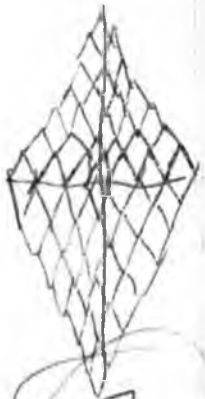
Sec. 344.070. [Unlawful Employment Practices in Training Programs].—It is an unlawful practice for an employer, labor organization, or joint labor management committee controlling apprenticeship or other training or retraining, including on-the-job training programs, to discriminate against an individual because of his race, color, religion, national origin, sex, or age between forty and sixty-five in admission to, or employment in, any program established to provide apprenticeship or other training. [Sec. 344.070 reads as last amended by H. B. 430, L. 1972, effective June 16, 1972.]

[§ 23,208]

Sec. 344.080. [Other Unlawful Employment Practices].—It is an unlawful practice for an employer, labor organization, licensing agency, or employment agency to print or publish or cause to be printed or

Kentucky § 23,208

- ① Poor
- ② Speaking



Dwayne Carlson

Cases filed with Human Rights Commission

Most 27 with 4 years Military

Technical Bureau of Apprenticeships

---

William F Bud Wadsworth - F.B.A.

1967 - Age Discrimination Act  
40-65 years

1600 - 81 Women in all apprentice programs  
26% minorities

---

1963 State Age discrimination laws

① Do not employ those who are older

Carpenters has no limits on age qualifications

Apprentice programs paid by employees not state  
∴ right to discriminate

---

Karen Morehouse - NOW

Ingrid Judson



WILLIAM A. EGAN, Governor

# ALASKA STATE COMMISSION FOR HUMAN RIGHTS

620 MacKay Building, 338 Denali Street, Anchorage, Alaska 99501  
Telephone 272-8504

## FINDINGS OF INVESTIGATOR

December 7, 1973

CASE NO. 73-11-03 FILING DATE: November 2, 1973  
COMPLAINT: Roy Nesberg  
RESPONDENT: Operating Engineers

Complaint: I feel I have been discriminated against because of my age. I have attempted to join this union (International Order of Operating Engineers #302) since 1956 unsuccessfully, and am now ineligible to enter their apprentice program because I am over their minimum age requirements.

### Summary of Respondent:

Mr. Nesberg has been allowed to apply for apprenticeship pending a screening interview to be held in March.

### Summary of Investigation:

Mr. Nesberg contacted our office on November 2, 1973 and filed an informal complaint.

I contacted Mr. Joe Buttler, the officer in charge of the apprenticeship program in question at the Operating Engineers Union, and queried him about age limits in his program. He said he would contact me later.

Later in the day, I received a call from U. S. Department of Labor and was informed of the unions rights to set age limits in apprenticeship programs (Section 860.106 of the Age Discrimination in Employment Act)

I spent the remainder of the day in researching this, and other related material, and found I was correctly informed.

Mr. Buttler and Mr. Williams stopped by the office to further discuss this question, with special emphasis on Mr. Nesberg in particular. Mr. Buttler agreed to allow Mr. Nesberg to apply and let his qualifications stand on their own merits. Final screening occurs in March, 1974.

### Findings of Investigation:

Therefore, it is found that no cause is found to credit the allegations of the complaint aforementioned.

Danny Minuskin  
Special Investigator  
Alaska State Commission for Human Rights

# TELEGRAM

NCA ALASKA COMMUNICATIONS, INC.

PHONE: 536-6440

JUNEAU, ALASKA 99801

#

02065 NL ANCHORAGE AK 60 04-21 108P AST

PMS REP TERRY GARDINER

JUN

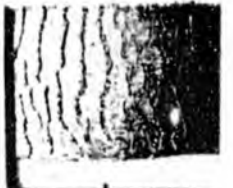
**3191**

WILL BE UNABLE TO ATTEND THE HEARING SCHEDULED ON SENATE  
BILL 630 THIS ASSOCIATION RECOMMENDS ITS PASSAGE. WE HAVE  
BEEN INVOLVED IN APPRENTICESHIP PROGRAMS QUITE EXTENSIVELY  
AND AT THE PRESENT TIME HAVE SOME 500 ALASKANS WORKING IN THE  
STATE OF ALASKA ENROLLED IN OUR PROGRAM. THE FEDERAL REGULATIONS  
REGARDING AGE HAVE WORKED VERY WELL FOR THE ELECTRICAL INDUSTRY

JOE S ARMSTRONG

MANAGER NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION

1976 APR 21 PM 6 26



# Teen Unemployment Reaches Record Peak

B-4 Anchorage Times, Sunday, April 11, 1976

WASHINGTON (AP) — Despite the improving economy, teen-age unemployment is at a record high and experts say job prospects for teen-agers will be dim for years. One authority calls the problem "social dynamite."

The Joint Economic Committee of Congress, noting predictions of severe unemployment through 1980, says it will result in increasing crime, drug use and other forms of antisocial behavior among the nation's teen-agers.

"If that isn't social dynamite, I don't know what is," says Sar Levitan, director of George Washington University's Center for Manpower Studies.

Levitan and other economists say today's youth — products of the postwar baby boom — are growing up without developing adequate work experience, creating a generation they say will burden society with higher welfare payments and other social costs for the next 20 years.

"One of the most tragic consequences of the 1975 recession and the severe unemployment projected through 1980 is the economic, social and psychological impact it will have on many young people," reported the Joint Economic Committee.

"Prolonged unemployment," the committee said, "increases the incidence of crime, drug abuse and other forms of social behavior that can ruin a person's chance of achieving a productive life in the future."

The Bureau of Labor Statistics said that at the height of the recession last year, about 3.7 million youths — divided equally between teen-agers and those in their early 20s — were unemployed. They accounted for almost one-fourth of the civilian labor force but almost half of all unemployed workers.

Jobless rates for teen-agers and young adults have traditionally been higher than the rest of the work force. The recession made it worse.

While the over-all jobless rate has improved in recent months — dropping from a recession peak of 8.9 per cent last May to 7.6 per cent in February — the teen-age jobless rate remains above 19

per cent, with 3.7 million still unemployed. For blacks, the situation is even more grim. Government figures show that 34.6 per cent of black teen-agers, age 16 to 21, can't find a job. In the inner cities, the rate exceeds 50 per cent.

"There's a lot of wasted skills as the years go by," says Nat Goldfinger, the AFL-CIO's research director. "There's a generation of young people out there who don't have to get up in the morning to go to work. They have no work discipline and are left to hang around the streets."

Goldfinger says that besides the higher crime and other problems that result, there's a great potential for political problems. "We're developing a group that's alienated, who are kind of cut off from the mainstream of society."

The major reason for the persistent teen-age unemployment is sheer numbers. The postwar baby boom has swelled the number of teen-agers in the labor force from 4.8 million to 8.8 million over the past 15 years. Each year, another 2.5 million enter the labor force.

Although the birth rate has declined since the early 1960s, Levitan says this won't affect the work force until after 1980.

Numbers are not the only reason for persistent teen-age unemployment. Women are entering the labor market in increasing numbers and are competing with younger workers for jobs. At the same time, job opportunities have dried up, such as in agriculture, once a major employer of teen-agers, where the size of the over-all work force has declined in recent years.

The disappearance of the neighborhood grocery store and other small businesses that once employed teen-agers both full and part time, has also been a factor.

"The kinds of job opportunities that kids had 25 years ago have largely disappeared," says Goldfinger. "Blacks, to a great extent, are locked into central city slum areas and especially feel the loss of neighborhood stores."

One area that benefitted from the recession is the military. Pentagon officials

say the armed forces have had no trouble meeting their recruiting goals, and could even afford to be more selective on who they choose.

But even the military has provided only limited job opportunities. This summer, with the 1976 crop of high school graduates entering the job market, economists say jobs will again be at a premium.

Background: The Age Discrimination Act, effective June 12, 1968, prohibits discrimination in employment against persons 40-65 years of age. The Wage and Hour Division, DOL, has the operational responsibility.

The law covers employers, employment agencies, labor organizations and their agents. If the statute has been applied to apprenticeship programs, discrimination against persons from 40-65, on the ground of age alone, would be prohibited in all employment processes, including announcements, advertising, recruitment, examination, selection, referral, hiring, working conditions, etc. On findings of violations, the respondents (including JACs), have been subject to orders to take remedial action by wage payments, selection, referral, employment, etc. and payment of liquidated damages.

Under Section 9 of the Act, the Secretary is empowered to establish such reasonable exemptions "as he may find necessary and proper in the public interest."

Wage and Hour Division Ruling: The following rule was published in the Federal Register on January 9, 1969:

§§ 860.106 Bona fide apprenticeship programs

Age limitations for entry into bona fide apprenticeship programs were not intended to be affected by the Act. Entry into most apprenticeship programs has traditionally been limited to youths under specified ages. This is in recognition of the fact that apprenticeship is an extension of the educational process to prepare young men and women for skilled employment. Accordingly, the prohibitions contained in the Act will not be applied to bona fide apprenticeship programs which meet the standards specified in §§ 521.2 and 521.3 of this chapter.

29 CFR 860.106

Comment: FLSA regulations 29 CFR 521.2 and 521.3, above cited, prescribe the Standards required for Certificates to employ apprentices at less than the minimum wage. Those standards include the requirement for submission of the apprenticeship program and apprenticeship agreement to the recognized apprenticeship agency (BAT or SAC) for registration. 29 CFR 521.3(e) Under the new Wage and Hour ruling on January 9, therefore, the Age Discrimination Act does not apply to the recruitment, selection, referral, employment, etc. of registered apprentices under BAT or SAC registered programs.

January 22, 1969

	DISTRIBUTION	SUBJECT	CODE: 600
U. S. Department of Labor BUREAU OF APPRENTICESHIP AND TRAINING Washington, D. C. 20210	BAT - 3 BAT - 8	Age Discrimination in Employment Act of 1967; Exclusion of Apprenticeship from Application of the Act.	

Purpose: To inform the Bureau of Apprenticeship and Training of the Wage and Hour Division ruling excluding registered apprenticeship programs from operation of the Age Discrimination in Employment Act of 1967. (P.L. 90-202, December 15, 1967)

Background: The Age Discrimination Act, effective June 12, 1968, prohibits discrimination in employment against persons 40-65 years of age. The Wage and Hour Division, DOL, has the operational responsibility.

The law covers employers, employment agencies, labor organizations and their agents. If the statute had been applied to apprenticeship programs, discrimination against persons from 40-65, on the ground of age alone, would be prohibited in all employment processes, including announcements, advertising, recruitment, examination, selection, referral, hiring, working conditions, etc. On findings of violations, the respondents (including JACs), would be subject to orders to take remedial action by wage payments, selection, referral, employment, etc., and payment of liquidated damages.

Under Section 9 of the Act, the Secretary is empowered to establish such reasonable exemptions as he may find necessary and proper in the public interest."

Action Initiated by the Bureau: By formal request to the Secretary and Assistant Secretary for Manpower prior to the effective date of the law, the Bureau, upon several grounds, requested a regulation exempting apprenticeship programs. The Administrator and Deputy Administrator followed this up with additional requests and personal discussions on the Departmental level and with officials of the Wage and Hour Division.

Wage and Hour Division Ruling: The following rule was published in the Federal Register on January 9, 1969:

§860.106 Bona fide apprenticeship programs.

Age limitations for entry into bona fide apprenticeship programs were not intended to be affected by the Act. Entry into most apprenticeship programs has traditionally been limited to youths under specified ages. This is in recognition of the fact that apprenticeship is an extension of the educational process to prepare young men and women for skilled employment. Accordingly, the prohibitions contained in the Act will not be applied to bona fide apprenticeship programs which meet the standards specified in §§ 521.2 and 521.3 of this chapter." /29 CFR 860.106/

Comment: FLSA regulations 29 CFR 521.2 and 521.3, above cited, prescribe the Standards required for Certificates to employ apprentices at less than the minimum wage. Those Standards include the requirement for submission of the apprenticeship program and apprenticeship agreement to the recognized apprenticeship agency (BAT or SAC) for registration. /29 CFR 521.3(e)/ Under the new Wage and Hour ruling on January 9, therefore, the Age Discrimination Act does not apply to the recruitment, selection, referral, employment, etc., of registered apprentices under BAT or SAC registered programs.

U.S. DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION  
WAGE AND HOUR REGIONAL OFFICE

Room 4097 Federal Office Building

909 First Avenue

Seattle, Washington 98174  
Area Code 206, 442-1916  
442-1914



**Date:** February 4, 1976  
**Reply to  
Attn of:** LEG/cgh  
**Subject:** Apprenticeship Programs and ADEA

**To:** Vernon P. Nilsen  
Director, Regional Bureau  
of Apprenticeship and Training

In response to your memorandum of January 26, 1976; I have attached copies of the most recent publications, 29 CFR 521 and 29 CFR 860.

You will note that "bona fide apprenticeship programs" were not intended to be affected by the Age Discrimination in Employment Act....."Accordingly, the prohibitions contained in the Act will not be applied to bona fide apprenticeship programs which meet the standards specified in paragraphs 521.2 and 521.3.....".

I trust this adequately responds to the issue at hand. If additional copies of these publications are needed, or, if I may be of any further assistance, please do not hesitate to contact me.

Loren E. Gilbert  
ARA for Wage Hour

Attachments

RECEIVED  
FEB 5 1976

Bureau of Apprenticeship & Training  
Seattle

# AGE DISCRIMINATION IN EMPLOYMENT ACT OF 1967

[This publication conforms to the Code of Federal Regulations as of July 7, 1972,  
the date this reprint was authorized.]

This publication is based on the provisions of the Fair Labor Standards Act and the adoption of the recently passed amendments which take effect May 1, 1970. Revisions of the publication will be made where necessary to conform to the new amendments. If you have any specific questions you are urged to contact the nearest wage-hour office.



UNITED STATES DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION

*Wage and Hour Division*  
WASHINGTON, D.C. 20210

(c) Unless the essential terms and conditions of an alleged seniority system have been communicated to the affected employees and can be shown to be applied uniformly to all of those affected, regardless of age, it will also be regarded as lacking the necessary bona fides to qualify for the exception.

(d) It should be noted that seniority systems which segregate, classify, or otherwise discriminate against individuals on the basis of race, color, religion, sex, or national origin, are prohibited under Title VII of the Civil Rights Act of 1964, where that Act otherwise applies. Neither will such systems be regarded as "bona fide" within the meaning of section 4(f)(2) of the Age Discrimination in Employment Act of 1967.

[33 F.R. 12227, August 30, 1968]

#### § 860.106 Bona fide apprenticeship programs.

Age limitations for entry into bona fide apprenticeship programs were not intended to be affected by the Act. Entry into most apprenticeship programs has traditionally been limited to youths under specified ages. This is in recognition of the fact that apprenticeship is an extension of the educational process to prepare young men and women for skilled employment. Accordingly, the prohibitions contained in the Act will not be applied to bona fide apprenticeship programs which meet the standards specified in §§ 521.2 and 521.3 of this chapter.

[34 F.R. 323, January 9, 1969]

#### § 860.110 Involuntary retirement before age 65.

(a) Section 4(f)(2) of the Act provides that "It shall not be unlawful for an employer, employment agency, or labor organization \* \* \* to observe the terms of \* \* \* any bona fide employee benefit plan such as a retirement, pension, or insurance plan, which is not a subterfuge to evade the purposes of this Act, except that no such employee benefit plan shall excuse the failure to hire any individual \* \* \*." Thus, the Act authorizes involuntary retirement irrespective of age, provided that such retirement is pursuant to the terms of a retirement or pension plan meeting the re-

quirements of section 4(f)(2). The fact that an employer may decide to permit certain employees to continue working beyond the age stipulated in the formal retirement program does not, in and of itself, render an otherwise bona fide plan invalid insofar as the exception provided in section 4(f)(2) is concerned.

(b) This exception does not apply to the involuntary retirement before 65 of employees who are not participants in the employer's retirement or pension program. It should be noted that section 5 of the Act directs the Secretary of Labor to undertake an appropriate study of institutional and other arrangements giving rise to involuntary retirement, and report his findings and any appropriate legislative recommendations to the President and to Congress.

[34 F.R. 9709, June 21, 1969]

#### § 860.120 Costs and benefits under employee benefit plans.

(a) Section 4(f)(2) of the Act provides that it is not unlawful for an employer, employment agency, or labor organization "to observe the terms of \* \* \* any bona fide employee benefit plan such as a retirement, pension, or insurance plan, which is not a subterfuge to evade the purposes of this Act, except that no such employee benefit plan shall excuse the failure to hire any individual \* \* \*." Thus, an employer is not required to provide older workers who are otherwise protected by the law with the same pension, retirement or insurance benefits as he provides to younger workers, so long as any differential between them is in accordance with the terms of a bona fide benefit plan. For example, an employer may provide lesser amounts of insurance coverage under a group insurance plan to older workers than he does to younger workers, where the plan is not a subterfuge to evade the purposes of the Act. A retirement, pension, or insurance plan will be considered in compliance with the statute where the actual amount of payment made, or cost incurred, in behalf of an older worker is equal to that made or incurred in behalf of a younger worker, even though the older worker may thereby receive

EMPLOYMENT STANDARDS ADMINISTRATION  
OFFICE OF THE REGIONAL ADMINISTRATOR

Room 2006 Smith Tower

506 Second Avenue

Seattle, Washington 98104  
Area Code 206, 442-1536

January 23, 1973



Mr. William Wadsworth  
State Supervisor  
U. S. Department of Labor, B.A.T.  
218 Loussac-Sogn Building  
Anchorage, Alaska 99501

Dear Mr. Wadsworth:

The prohibitions against age restrictions contained in ADEA are not applicable to bona-fide apprenticeship programs. This is outlined in the attached bulletins for ADEA and Employment of Apprentices. (Title 29, Part 860 and Title 29, Part 521)

Please refer to Section 860.106, page 6 and Part 521.2-3 for clarification.

If you desire further interpretive information, please contact Compliance Officer Al Godes in our Anchorage office for assistance.

We are pleased to offer this information and please contact us further, if needed. Working closely with B.A.T. contributes to our programs as well.

Best wishes,

A handwritten signature in cursive script, reading "Vernon P. Nilsen".

Vernon P. Nilsen  
Regional Administrator

Attachments: a/s

cc: RD, R. Burt

RECEIVED

JAN 26 1973

BAT  
ANCHORAGE

ferentiation would appear to be based on "reasonable factors other than age."

[34 F.R. 9700, June 21, 1969]

#### § 860.105 Bona fide seniority systems.

Section 4(f)(2) of the Act provides that "It shall not be unlawful for an employer, employment agency, or labor organization \* \* \* to observe the terms of a bona fide seniority system \* \* \* which is not a subterfuge to evade the purposes of this Act \* \* \*"

(a) Though a seniority system may be qualified by such factors as merit, capacity, or ability, any bona fide seniority system must be based on length of service as the primary criterion for the equitable allocation of available employment opportunities and prerogatives among younger and older workers. In this regard it should be noted that a bona fide seniority system may operate, for example, on an occupational, departmental, plant, or company wide unit basis.

(b) Seniority systems not only distinguish between employees on the basis of their length of service, they normally afford greater rights to those who have the longer service. Therefore, adoption of a purported seniority system which gives those with longer service lesser rights, and results in discharge or less favored treatment to those within the protection of the Act, may, depending upon the circumstances, be a "subterfuge to evade the purposes" of the Act. Furthermore, a seniority system which has the effect of perpetuating discrimination which may have existed on the basis of age prior to the effective date of the Act will not be recognized as "bona fide."

(c) Unless the essential terms and conditions of an alleged seniority system have been communicated to the affected employees and can be shown to be applied uniformly to all of those affected, regardless of age, it will also be regarded as lacking the necessary bona fides to qualify for the exception.

(d) It should be noted that seniority systems which segregate, classify, or otherwise discriminate against individuals on the basis of race, color, religion, sex, or national origin, are prohibited under Title VII of the Civil Rights

Act of 1964, where that Act otherwise applies. Neither will such systems be regarded as "bona fide" within the meaning of section 4(f)(2) of the Age Discrimination in Employment Act of 1967.

[33 F.R. 12227, August 30, 1968]

#### § 860.106 Bona fide apprenticeship programs.

Age limitations for entry into bona fide apprenticeship programs were not intended to be affected by the Act. Entry into most apprenticeship programs has traditionally been limited to youths under specified ages. This is in recognition of the fact that apprenticeship is an extension of the educational process to prepare young men and women for skilled employment. Accordingly, the prohibitions contained in the Act will not be applied to bona fide apprenticeship programs which meet the standards specified in §§ 521.2 and 521.3 of this chapter.

[34 F.R. 323, January 9, 1969]

#### § 860.110 Involuntary retirement before age 65.

(a) Section 4(f)(2) of the Act provides that "It shall not be unlawful for an employer, employment agency, or labor organization \* \* \* to observe the terms of \* \* \* any bona fide employee benefit plan such as a retirement, pension, or insurance plan, which is not a subterfuge to evade the purposes of this Act, except that no such employee benefit plan shall excuse the failure to hire any individual \* \* \*." Thus, the Act authorizes involuntary retirement irrespective of age, provided that such retirement is pursuant to the terms of a retirement or pension plan meeting the requirements of section 4(f)(2). The fact that an employer may decide to permit certain employees to continue working beyond the age stipulated in the formal retirement program does not, in and of itself, render an otherwise bona fide plan invalid insofar as the exception provided in section 4(f)(2) is concerned.

(b) This exception does not apply to the involuntary retirement before 65 of employees who are not participants in the employer's retirement or pension program. It should be noted that section 5 of the Act directs the

# AGE DISCRIMINATION IN EMPLOYMENT ACT OF 1967

[This publication conforms to the Code of Federal Regulations as of April 1, 1970, the date this reprint was authorized.]

This publication is based on the provisions of the Age Discrimination in Employment Act before the adoption of the recently passed Fair Labor Standards Amendments of 1974, which take effect May 1, 1974. Effective that date the Age Discrimination Law applies to most federal, state, and local governmental employment and also to private employers of 20 or more employees. Revisions of the publication will be made where necessary to conform to the new amendments. If you have any specific questions you are urged to contact the nearest wage-hour office.

U. S. DEPARTMENT OF LABOR  
WAGE & HOUR DIVISION  
1821 Smith Tower  
506 Second Avenue  
Seattle, Washington 98104  
Phone 442-4482 or 4483



UNITED STATES DEPARTMENT OF LABOR  
WAGE AND LABOR STANDARDS ADMINISTRATION

*Wage and Hour Division*  
WASHINGTON, D.C. 20210

## Part 860—Age Discrimination in Employment Act

### Sec.

- 860.1 Purpose of this part.
- 860.2—860.19 [Reserved]
- 860.20 Geographical scope of coverage.
- 860.21—860.29 [Reserved]
- 860.30 Definitions.
- 860.31—860.49 [Reserved]
- 860.50 "Compensation, terms, conditions or privileges of employment . . ."
- 860.51—860.74 [Reserved]
- 860.75 Wage rate reduction prohibited.
- 860.76—860.90 [Reserved]
- 860.91 Discrimination within the age bracket of 40-65.
- 860.92 Help wanted notices or advertisements.
- 860.93—860.94 [Reserved]
- 860.95 Job applications.
- 860.96—860.101 [Reserved]
- 860.102 Bona fide occupational qualifications.
- 860.103 Differentiations based on reasonable factors other than age.
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**AUTHORITY:** The provisions of this part are issued under 81 Stat. 602; 29 U.S.C. 620, 5 U.S.C. 301, Secretary's Order No. 10-68, and Secretary's Order No. 11-68.

**SOURCE:** The provisions of this Part 860 appear at 33 F.R. 9172, June 21, 1968, unless otherwise noted.

### § 860.1 Purpose of this part.

This part is intended to provide an interpretative bulletin on the Age Discrimination in Employment Act of 1967 like Subchapter B of this title relating to the Fair Labor Standards Act of 1938. Such interpretations of this Act are published to provide "a practical guide to employers and employees as to how the office representing the public interest in its enforcement will seek to apply it" (*Skidmore v. Swift & Co.*, 323 U.S. 134, 138). These interpretations indicate the construction of the law which the Department of Labor believes to be correct, and which will guide it in the performance of its administrative and enforcement duties under the Act unless and until it is otherwise directed by authoritative decisions of the Courts or concludes, upon reexamination of an interpretation, that it is incorrect.

### § 860.20 Geographical scope of coverage.

The prohibitions in section 4 of the Act are considered to apply only to performance of the described discriminatory acts in places over which the United States has sovereignty, territorial jurisdiction, or legislative control. These include principally the geographical areas set forth in the definition of the term "State" in section 11(i). There, the term State is defined to include "a State of the United States, the District of Columbia, Puerto Rico, the Virgin Islands, American Samoa, Guam, Wake Island, the Canal Zone, and Outer Continental Shelf lands defined in the Outer Continental Shelf Lands Act." Activities within such geographical areas which are discriminatory against protected individuals or employees are within the scope of the Act even though the activities are related to employment outside of such geographical areas.

[34 F.R. 322, January 9, 1969]

### § 860.30 Definitions.

Considering the purpose of the proviso to section 7(c) of the Act as indicated in the reports of both the Senate and House Committees (see S. Rept. No. 723, 90th Cong., 1st Sess., and H. Rept. No. 805, 90th Cong., 1st

Sess.) it was clearly the intent of Congress that the term "employee" in that proviso should apply to any person who has a right to bring an action under the Act, including an applicant for employment.

[34 F.R. 9708, June 21, 1969]

### § 860.50 "Compensation, terms, conditions, or privileges of employment.\*\*\*"

(a) Section 4(a)(1) of the Act specifies that it is unlawful for an employer "to fail or refuse to hire or to discharge any individual or otherwise discriminate against any individual with respect to his compensation, terms, conditions, or privileges of employment, because of such individual's age;"

(b) The term "compensation" includes all types and methods of remuneration paid to or on behalf of or received by an employee for his employment.

(c) The phrase "terms, conditions, or privileges of employment" encompasses a wide and varied range of job-related factors including, but not limited to, job security, advancement, status, and benefits. The following are examples of some of the more common terms, conditions, or privileges of employment: The many and varied employee advantages generally regarded as being within the phrase "fringe benefits," promotion, demotion or other disciplinary action, hours of work (including overtime), leave policy (including sick leave, vacation, holidays), career development programs, and seniority or merit systems (which govern such conditions as transfer, assignment, job retention, layoff and recall). An employer will be deemed to have violated the Act if he discriminates against any individual within its protection because of age with respect to any terms, conditions, or privileges of employment, such as the above, unless a statutory exception applies.

[33 F. R. 12227, August 30, 1968]

### § 860.75 Wage rate reduction prohibited.

Section 4(a)(3) of the Act provides that where an age-based wage differential is paid in violation of the statute, the employer cannot correct the violation by reducing the wage rate of any employee. Thus, for example, in a situa-

tion where it has been determined that an employer has violated the Act by paying a 62-year-old employee a prohibited wage differential of 50 cents an hour less than he is paying a 30-year-old worker, in order to achieve compliance with the Act he must raise the wage rate of the older employee to equal that of the younger worker. Furthermore, the employer's obligation to comply with the statute cannot be avoided by transferring either the older or the younger employee to other work since the transfer itself would appear discriminatory under the particular facts and circumstances.

[34 F.R. 322, January 9, 1969]

**§ 860.91 Discrimination within the age bracket of 40-65.**

(a) Although section 4 of the Act broadly makes unlawful various types of age discrimination by employers, employment agencies, and labor organizations, section 12 limits this protection to individuals who are at least 40 years of age but less than 65 years of age. Thus, for example it is unlawful in situations where this Act applies, for an employer to discriminate in hiring or in any other way by giving preference because of age to an individual 30 years old over another individual who is within the 40-65 age bracket limitation of section 12. Similarly, an employer will have violated the Act, in situations where it applies, when one individual within the age bracket of 40-65 is given job preference in hiring, assignment, promotion or any other term, condition, or privilege of employment, on the basis of age, over another individual within the same age bracket.

(b) Thus, if two men apply for employment to which the Act applies, and one is 42 and the other 52, the personnel officer or employer may not lawfully turn down either one on the basis of his age; he must make his decision on the basis of other factors, such as the capabilities and experience of the two individuals. The Act, however, does not restrain age discrimination between two individuals 25 and 35 years of age.

**§ 860.92 Help wanted notices or advertisements.**

(a) Section 4(e) of the Act prohibits "an employer, labor organization, or employment agency" from using printed or published notices or advertisements indicating any preference, limitation, specification, or discrimination, based on age.

(b) When help wanted notices or advertisements contain terms and phrases such as "age 25 to 35," "young," "boy," "girl," "college student," "recent college graduate," or others of a similar nature, such a term or phrase discriminates against the employment of older persons and will be considered in violation of the Act. Such specifications as "age 40 to 50," "age over 50," or "age over 65" are also considered to be prohibited. Where such specifications as "retired person" or "supplement your pension" are intended and applied so as to discriminate against others within the protected group, they too are regarded as prohibited, unless one of the exceptions applies.

[34 F.R. 9708, June 21, 1969]

(c) However, help wanted notices or advertisements which include a term or phrase such as "college graduate," or other educational requirement, or specify a minimum age less than 40, such as "not under 18," or "not under 21," are not prohibited by the statute.

(d) The use of the phrase "state age" in help wanted notices or advertisements is not, in itself, a violation of the statute. But because the request that an applicant state his age may tend to deter older applicants or otherwise indicate a discrimination based on age, employment notices or advertisements which include the phrase "state age," or any similar term, will be closely scrutinized to assure that the request is for a permissible purpose and not for purposes proscribed by the statute.

(e) There is no provision in the statute which prohibits an individual seeking employment through advertising from specifying his own age.

**§ 860.95 Job applications.**

(a) The term "job applications," within the meaning of the recordkeeping regulations under the Act (Part 850 of this chapter), re-

fers to all inquiries about employment or applications for employment or promotion including, but not limited to, résumés or other summaries of the applicant's background. It relates not only to preemployment inquiries but to inquiries by employees concerning terms, conditions, or privileges of employment as specified in section 4 of the statute. As in the case with help wanted notices or advertisements (see § 860.92), a request on the part of an employer, employment agency, or labor organization for information such as "Date of Birth" or "State Age" on an employment application form is not, in itself, a violation of the Age Discrimination in Employment Act of 1967. But because the request that an applicant state his age may tend to deter older applicants or otherwise indicate a discrimination based on age, employment application forms which request such information in the above, or any similar phrase, will be closely scrutinized to assure that the request is for a permissible purpose and not for purposes proscribed by the statute. That the purpose is not one proscribed by the statute should be made known to the applicant, as by a reference on the application form to the statutory prohibition in language to the following effect: "The Age Discrimination in Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 but less than 65 years of age."

[33 F.R. 12227, August 30, 1968]

(b) An employer may limit the active period of consideration of an application so long as he treats all applicants alike regardless of age. Thus, for example, if the employer customarily retains employment applications in an active status for a period of 60 days, he will be in compliance with the Act if he so retains those of individuals in the 40 to 65 age group for an equal period of consideration as those of younger persons. Further, there is no objection to the employer advising all applicants of the above practice by means of a legend on his application forms as long as this does not suggest any limitation based on age. If it develops, however, that such a legend is used as a device to avoid consideration of the applica-

tions of older persons, or otherwise discriminate against them because of age, there would then appear to be a violation of the Act. It should be noted that this position in no way alters the recordkeeping requirements of the Act which are set forth in Part 850 of this chapter.

[34 F.R. 9708, June 21, 1969]

#### § 860.102 Bona fide occupational qualifications.

(a) Section 4(f)(i) of the Act provides that "It shall not be unlawful for an employer, employment agency, or labor organization \* \* \* to take any action otherwise prohibited under subsections (a), (b), (c), or (e) of this section where age is a bona fide occupational qualification reasonably necessary to the normal operation of the particular business \* \* \*"

(b) Whether occupational qualifications will be deemed to be "bona fide" and "reasonably necessary to the normal operation of the particular business," will be determined on the basis of all the pertinent facts surrounding each particular situation. It is anticipated that this concept of a bona fide occupational qualification will have limited scope and application. Further, as this is an exception it must be construed narrowly, and the burden of proof in establishing that it applies is the responsibility of the employer, employment agency, or labor organization which relies upon it.

(c) The following are illustrations of possible bona fide occupational qualifications.

(d) Federal statutory and regulatory requirements which provide compulsory age limitations for hiring or compulsory retirement, without reference to the individual's actual physical condition at the terminal age, when such conditions are clearly imposed for the safety and convenience of the public. This exception would apply, for example, to airline pilots within the jurisdiction of the Federal Aviation Agency. Federal Aviation Agency regulations do not permit airline pilots to engage in carrier operations, as pilots, after they reach age 60.

(e) A bona fide occupational qualification will also be recognized in certain special, individual occupational circumstances, e.g.,

actors required for youthful or elderly characterizations or roles, and persons used to advertise or promote the sale of products designed for, and directed to appeal exclusively to, either youthful or elderly consumers.

§ 860.103 Differentiations based on reasonable factors other than age.

(a) Section 4(f)(1) of the Act provides that "It shall not be unlawful for an employer, employment agency, or labor organization \*\*\* to take any action otherwise prohibited under subsections (a), (b), (c), or (e) of this section \* \* \* where the differentiation is based on reasonable factors other than age; \* \* \*"

(b) No precise and unequivocal determination can be made as to the scope of the phrase "differentiation based on reasonable factors other than age." Whether such differentiations exist must be decided on the basis of all the particular facts and circumstances surrounding each individual situation.

(c) It should be kept in mind that it was not the purpose or intent of Congress in enacting this Act to require the employment of anyone, regardless of age, who is disqualified on grounds other than age from performing a particular job. The clear purpose is to insure that age, within the limits prescribed by the Act, is not a determining factor in making any decision regarding hiring, dismissal, promotion or any other term, condition or privilege of employment of an individual.

(d) The reasonableness of a differentiation will be determined on an individual, case by case basis, not on the basis of any general or class concept, with unusual working conditions given weight according to their individual merit.

(e) Further, in accord with a long chain of decisions of the Supreme Court of the United States with respect to other remedial labor legislation, all exceptions such as this must be construed narrowly, and the burden of proof in establishing the applicability of the exception will rest upon the employer, employment agency or labor union which seeks to invoke it.

(f) Where the particular facts and circum-

stances in individual situations warrant such a conclusion, the following factors are among those which may be recognized as supporting a differentiation based on reasonable factors other than age:

(1)(i) Physical fitness requirements based upon preemployment or periodic physical examinations relating to minimum standards for employment: *Provided, however,* That such standards are reasonably necessary for the specific work to be performed and are uniformly and equally applied to all applicants for the particular job category, regardless of age.

(ii) Thus, a differentiation based on a physical examination, but not one based on age, may be recognized as reasonable in certain job situations which necessitate stringent physical requirements due to inherent occupational factors such as the safety of the individual employees or of other persons in their charge, or those occupations which by nature are particularly hazardous: For example, iron workers, bridge builders, sandhogs, underwater demolition men, and other similar job classifications which require rapid reflexes or a high degree of speed, coordination, dexterity, endurance, or strength.

(iii) However, a claim for a differentiation will not be permitted on the basis of an employer's assumption that every employee over a certain age in a particular type of job usually becomes physically unable to perform the duties of that job. There is medical evidence, for example, to support the contention that such is generally not the case. In many instances, an individual at age 60 may be physically capable of performing heavy-lifting on a job, whereas another individual of age 30 may be physically incapable of doing so.

(2) Evaluation factors such as quantity or quality of production, or educational level, would be acceptable bases for differentiation when, in the individual case, such factors are shown to have a valid relationship to job requirements and where the criteria or personnel policy establishing such factors are applied uniformly to all employees, regardless of age.

(g) The foregoing are intended only as examples of differentiations based on reasonable factors other than age, and do not con-

stitute a complete or exhaustive list or limitation. It should always be kept in mind that even in situations where experience has shown that most elderly persons do not have certain qualifications which are essential to those who hold certain jobs, some may have them even though they have attained the age of 60 or 64, and thus discrimination based on age is forbidden.

(h) It should also be made clear that a general assertion that the average cost of employing older workers as a group is higher than the average cost of employing younger workers as a group will not be recognized as a differentiation under the terms and provisions of the Act, unless one of the other statutory exceptions applies. To classify or group employees solely on the basis of age for the purpose of comparing costs, or for any other purpose, necessarily rests on the assumption that the age factor alone may be used to justify a differentiation—an assumption plainly contrary to the terms of the Act and the purpose of Congress in enacting it. Differentials so based would serve only to perpetuate and promote the very discrimination at which the Act is directed.

**§ 860.104 Differentiations based on reasonable factors other than age—  
Additional examples.**

(a) *Employment of Social Security recipients.* (1) It is considered discriminatory for an employer to specify that he will hire only persons receiving old age Social Security insurance benefits. Such a specification could result in discrimination against other individuals within the age group covered by the Act willing to work under the wages and other conditions of employment involved, even though those wages and conditions may be peculiarly attractive to Social Security recipients. Similarly, the specification of Social Security recipients cannot be used as a convenient reference to persons of sufficient age to be eligible for old age benefits. Thus, where two persons apply for a job, one age 56, and the other age 62 and receiving Social Security benefits, the employer may not lawfully give

preference in hiring to the older individual solely because he is receiving such benefits.

(2) Where a job applicant under age 65 is unwilling to accept the number or schedule of hours required by an employer as a condition for a particular job, because he is receiving Social Security benefits and is limited in the amount of wages he may earn without losing such benefits, failure to employ him would not violate the Act. An employer's condition as to the number or schedule of hours may be "a reasonable factor other than age" on which to base a differentiation.

(b) *Employee testing.* The use of a validated employee test is not, of itself, a violation of the Act when such test is specifically related to the requirements of the job, is fair and reasonable, is administered in good faith and without discrimination on the basis of age, and is properly evaluated. A vital factor in employee testing as it relates to the 40-65-age group protected by the statute is the "test-sophistication" or "test-wiseness" of the individual. Younger persons, due to the tremendous increase in the use of tests in primary and secondary schools in recent years, may generally have had more experience in test-taking than older individuals and, consequently, where an employee test is used as the sole tool or the controlling factor in the employee selection procedure, such younger persons may have an advantage over older applicants who may have had considerable on-the-job experience but who due to age, are further removed from their schooling. Therefore, situations in which an employee test is used as the sole tool or the controlling factor in the employee selection procedure will be carefully scrutinized to ensure that the test is for a permissible purpose and not for purposes prohibited by the statute.

[34 F.R. 322, January 9, 1969]

(c) *Refusal to hire relatives of current employees.* There is no provision in the Act which would prohibit an employer, employment agency, or labor organization from refusing to hire individuals within the protected age group not because of their age but because they are relatives of persons already employed by the firm or organization involved. Such a dif-

ferentiation would appear to be based on "reasonable factors other than age."

[34 F.R. 9709, June 21, 1969]

#### § 860.105 Bona fide seniority systems.

Section 4(f)(2) of the Act provides that "It shall not be unlawful for an employer, employment agency, or labor organization \* \* \* to observe the terms of a bona fide seniority system \* \* \* which is not a subterfuge to evade the purposes of this Act \* \* \*"

(a) Though a seniority system may be qualified by such factors as merit, capacity, or ability, any bona fide seniority system must be based on length of service as the primary criterion for the equitable allocation of available employment opportunities and prerogatives among younger and older workers. In this regard it should be noted that a bona fide seniority system may operate, for example, on an occupational, departmental, plant, or company wide unit basis.

(b) Seniority systems not only distinguish between employees on the basis of their length of service, they normally afford greater rights to those who have the longer service. Therefore, adoption of a purported seniority system which gives those with longer service lesser rights, and results in discharge or less favored treatment to those within the protection of the Act, may, depending upon the circumstances, be a "subterfuge to evade the purposes" of the Act. Furthermore, a seniority system which has the effect of perpetuating discrimination which may have existed on the basis of age prior to the effective date of the Act will not be recognized as "bona fide."

(c) Unless the essential terms and conditions of an alleged seniority system have been communicated to the affected employees and can be shown to be applied uniformly to all of those affected, regardless of age, it will also be regarded as lacking the necessary bona fides to qualify for the exception.

(d) It should be noted that seniority systems which segregate, classify, or otherwise discriminate against individuals on the basis of race, color, religion, sex, or national origin, are prohibited under Title VII of the Civil Rights

Act of 1964, where that Act otherwise applies. Neither will such systems be regarded as "bona fide" within the meaning of section 4(f)(2) of the Age Discrimination in Employment Act of 1967.

[33 F.R. 12227, August 30, 1968]

#### § 860.106 Bona fide apprenticeship programs.

Age limitations for entry into bona fide apprenticeship programs were not intended to be affected by the Act. Entry into most apprenticeship programs has traditionally been limited to youths under specified ages. This is in recognition of the fact that apprenticeship is an extension of the educational process to prepare young men and women for skilled employment. Accordingly, the prohibitions contained in the Act will not be applied to bona fide apprenticeship programs which meet the standards specified in §§ 521.2 and 521.3 of this chapter.

[34 F.R. 323, January 9, 1969]

#### § 860.110 Involuntary retirement before age 65.

(a) Section 4(f)(2) of the Act provides that "It shall not be unlawful for an employer, employment agency, or labor organization \* \* \* to observe the terms of \* \* \* any bona fide employee benefit plan such as a retirement, pension, or insurance plan, which is not a subterfuge to evade the purposes of this Act, except that no such employee benefit plan shall excuse the failure to hire any individual \* \* \*." Thus, the Act authorizes involuntary retirement irrespective of age, provided that such retirement is pursuant to the terms of a retirement or pension plan meeting the requirements of section 4(f)(2). The fact that an employer may decide to permit certain employees to continue working beyond the age stipulated in the formal retirement program does not, in and of itself, render an otherwise bona fide plan invalid insofar as the exception provided in section 4(f)(2) is concerned.

(b) This exception does not apply to the involuntary retirement before 65 of employees who are not participants in the employer's retirement or pension program. It should be noted that section 5 of the Act directs the

Secretary of Labor to undertake an appropriate study of institutional and other arrangements giving rise to involuntary retirement, and report his findings and any appropriate legislative recommendations to the President and to Congress.

[34 F.R. 9709, June 21, 1969]

**§ 860.120 Costs and benefits under employee benefit plans.**

(a) Section 4(f)(2) of the Act provides that it is not unlawful for an employer, employment agency, or labor organization "to observe the terms of \* \* \* any bona fide employee benefit plan such as a retirement, pension, or insurance plan, which is not a subterfuge to evade the purposes of this Act, except that no such employee benefit plan shall excuse the failure to hire any individual \* \* \*." Thus, an employer is not required to provide older workers who are otherwise protected by the law with the same pension, retirement or insurance benefits as he provides to younger workers, so long as any differential between them is in accordance with the terms of a bona fide benefit plan. For example, an employer may provide lesser amounts of insurance coverage under a group insurance plan to older workers than he does to younger workers, where the plan is not a subterfuge to evade the purposes of the Act. A retirement, pension, or insurance plan will be considered in compliance with the statute where the actual amount of payment made, or cost incurred, in behalf of an older worker is equal to that made

or incurred in behalf of a younger worker, even though the older worker may thereby receive a lesser amount of pension or retirement benefits, or insurance coverage. Further, an employer may provide varying benefits under a bona fide plan to employees within the age group protected by the Act, when such benefits are determined by a formula involving age and length of service requirements.

(b) Profit-sharing plans: Not all employee benefit plans but only those similar to the kind enumerated in section 4(f)(2) of the Act come within this provision and a profit-sharing plan as such would not appear to be within its terms. However, where it is the essential purpose of a plan financed from profits to provide retirement benefits for employees, the exception may apply. The "bona fides" of such plans will be considered on the basis of all the particular facts and circumstances.

(c) Forfeiture clauses in retirement programs: Clauses in retirement programs which state that litigation or participation in any manner in a formal proceeding by an employee will result in the forfeiture of his rights are unlawful insofar as they may be applied to those who seek redress under the Act. This is by reason of section 4(d) which provides that it "shall be unlawful for an employer to discriminate against any of his employees \* \* \* because such individual \* \* \* has made a charge, testified, assisted, or participated in any manner in an investigation, proceeding, or litigation under this Act."

[34 F.R. 9709, June 21, 1969]

# APPRENTICESHIP INFORMATION

A Handbook  
For  
Guidance and Employment  
Counselors



Prepared by  
ANCHORAGE TRAINING INFORMATION CENTER  
For the  
ALASKA CONSTRUCTION INDUSTRY

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PLASTERS AND CEMENT MASONS  
PLUMBERS AND PIPEFITTERS  
ROOFERS  
SHEETMETAL WORKERS  
TEAMSTERS

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# Anchorage Training Information Center

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Anchorage, Alaska 99501

*Sponsors: The Labor Unions and  
Employer Associations  
of the  
Construction Industry*

This Apprenticeship Information Kit was designed to assist Guidance and Employment Counselors in their vital work of preparing young people for the world of work and directing Alaska's young people into the skilled trades.

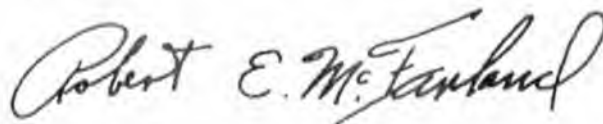
An insufficient number of young people, and minorities in particular, are entering the skilled trades despite the material rewards of earnings and security, and the personal rewards of opportunity and accomplishment provided in the Construction Industry.

Skilled journeymen will be needed as replacements for older workers who are retiring through the industry's pension programs.

Alaska's Construction Industry needs good people — trained employees. Only with skilled craftsmen — can the industry meet the demands of our expanding economy, construct industrial plants, transportation systems, pipelines, docks, highways, and airports; rebuild old cities; construct new cities with utilities, homes, schools, and facilities of every dimension.

There are few activities more worthwhile than encouraging young people to prepare themselves to become a part of the competent workforce which will build Alaska.

## CO-CHAIRMEN



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## INTRODUCTION

This Handbook is intended for use by counselors and others who come in contact with youth both during and after their school years.

Young people should be made aware of the many opportunities offered to them by the construction industry. Particularly, we hope that high school students will be encouraged to pursue studies which will qualify them for and benefit their careers in this industry.

The front door for entry into the skilled trades in the construction industry is apprenticeship. It is the orderly way for a young worker to be introduced to the skills of the trade to adjust to their work, to learn while they earn a good wage, to advance steadily in both skills and earnings, and with that solid background to be able to keep pace with the technological changes in the industry.

Apprenticeship, briefly stated, is a training system for training and developing skilled craftsmen. It combines working on the job under the supervision of a skilled journeyman supplemented by related instruction in the classroom.

Apprenticeship programs in the construction industry arise out of the collective bargaining agreement between labor and management. The same collective bargaining agreement may provide for the establishment of trust funds to operate the program.

No attempt will be made in this publication to relate the historic development of apprenticeship. The material will be confined to essentials needed by counselors and advisors to direct young people toward careers in the skilled trades. The information should be helpful to teachers and school advisors in planning courses and stressing the value to students of good preparation in basic subjects, related to the trades, such as mathematics and science.

No two apprenticeship programs are identical, for each is tailored to meet the needs of its craft and existing local conditions. All programs in the construction industry in Alaska conform to the standards recommended in national programs trade apprenticeship and to applicable State and Federal laws and are registered with the Bureau of Apprenticeship and Training, United States Department of Labor. Any departures from the recommended national trade standards are made only to strengthen the programs and enhance the skills of the apprentice.

Factors, such as a lack of aspiration and motivation, or deficiency in basic qualifying education, have not been covered in this Handbook. Counselors may profitably refer to the Anchorage Training Information Center for evaluation.

We have confidence in both our young people and their advisors and trust that the basic information here presented will prove helpful to both.





GEORGE E. SMITH  
MANAGER

GENERAL CONTRACTOR MEMBERS

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Doyon, LTD/A.I.C. - J/V  
F & W Construction Co.  
Ghemm Company, Inc.  
Goodfellow Brothers, Inc.  
Green-Associated J/V  
Green Construction Company  
Hank Hevel Builders, Inc.  
Johnson Brothers Corporation  
John-Wayne Construction Co.  
Kelly's Construction Co.  
Peter Kiewit Sons' Co.  
Howard S. Lease Construction Co. & Assoc.  
Lundgren's Pacific Construction Co., Inc.  
M-B Contracting Co., Inc.  
Manson-Osberg Co.  
Mantsoff Construction, Inc.  
The Massart Company  
May Contracting, Inc.  
Mitchell Brothers, Inc.  
Modern Construction, Inc.  
Moore Construction Co.  
Morrison-Knudsen Co., Inc.  
S. S. Mullen Construction  
NANA Construction Co., Inc.  
Norcon, Inc.  
Northwestern Construction, Inc.  
O. E. Q. and Sons, Inc.  
Paving Products, Inc.  
Hensel Phelps Construction Co.  
Pinnacle Construction Company  
Polar Strom/Transalaska - JV  
Puls Builders, Inc.  
Ra Mar Construction Company  
Rogers & Babler, Inc.  
Sandland Construction Co., Inc.  
Santa Fe-Pomeroy, Inc.  
N. C. Sommers  
Steward & Co., Inc.  
Stillwell-Gerald Construction Co.  
Stock & Grove, Inc.  
Swalling Construction Co. Inc.  
Tam Construction Co., Inc.  
Tate & Company, Contractors  
Tee Pee Construction Co.  
To-Be-Too Construction Co.  
Transalaska Constructors, Inc.  
Tuktu Engineering & Const., Inc.  
Valley Inland Pacific Const. Co.  
Vayl, Inc.  
Walsh & Company, Inc.  
J. B. Warrack Company, Inc.  
West-E-H-N & Associates, Inc.  
Wick Construction Company  
C. L. Woodard Construction Co.  
Woodruff Construction Co., Inc.  
Yulan Construction Company

TO ALL SCHOOL GUIDANCE COUNSELORS

Alaska contractors who are members of the Associated General Contractors of America, Alaska Chapter, believe in and strongly support the Apprenticeship and Training programs. Our organization is Statewide and AGC members operate in every area of the State. Therefore, we feel it highly desirable that programs to develop qualified manpower encompass all Alaska, and are not confined to just the larger cities.

These approved training programs are instructed and directed by highly qualified, experienced personnel. The programs are available to every Alaskan youth, and we urge that school guidance counselors bring these opportunities to the attention of youth during their school years. With that valuable training they will be able to participate in an important industry, whose challenges will be a part of the great future of our State and Nation.

Our Association feels that expanded apprenticeship programs and continuing re-training programs are imperative for growth and the profitable use of latest technological developments in new equipment, materials and manpower skills.

We have available an excellent film entitled "To Build a Future" which shows the opportunities afforded to young people who want to go into the construction field.

Very truly yours,

George E. Smith  
Manager  
Alaska Chapter  
Associated General Contractors

PROVISIONAL GENERAL CONTRACTOR MEMBERS

Allen Excavating, Inc.  
David Bass Construction Co.  
Rhyalte Construction Co., Inc.  
Sta-Con, Inc.

NATIONAL  
CONTRACTORS



ELECTRICAL  
ASSOCIATION

TELEPHONE 277-1676

712 W. 36TH AVENUE

ANCHORAGE, ALASKA 99503

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Alaska Aurora Electric, Inc.  
Alaska Bussell Electric Co.  
Alcan Electrical & Engineering Inc.  
Aleutian Electric  
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Smokey's Electric  
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Syscom  
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Lifo Systems, Inc.  
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Pano Communications of Ak.  
Panther Electric Co., Inc.  
P.D.Q. Construction  
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Rogers Electric Corporation  
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Wire Communications

#### SOUTHEASTERN MEMBERS

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Cochran Electric  
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Schenk Electric, Inc.  
Seco Division of Service Electric  
Sitka Electric, Inc.  
Southeastern Electric, Inc.  
Wright & Hills

Electrical contractors have been concerned with apprenticeship and training for almost seventy years. The National Electrical Contractors Association saw early in this Century the need for bringing youth into the Industry, and for the past few years the Alaska Chapter has been doing the same thing in Alaska. A quote commonly used in the Electrical Industry is, "The lifeblood of our Industry is apprenticeship training". We also support such efforts as the Anchorage Information Training Center and the publication of this handbook.

The ultimate feeling of mature persons being solid citizens of a community through their productive efforts can definitely be achieved through the job satisfaction and earning ability that a journeyman electrician enjoys, as well as a high rating in the construction industry.

Over seventy-five per cent of the electrical contractors come up through the ranks having been apprentices, then journeymen, and on to being contractors and owners. Other opportunities for further advances which are always present are the jobs of foreman, superintendent, estimator and managers.

As in all fields of endeavor, success is measured by the amount of time, effort and proper preparation necessary to achieve a goal. Such preparation is very necessary in the Electrical Industry, and it is our hope that youth of Alaska will qualify themselves by pursuing school studies which will be helpful to them in achieving a career in the Electrical Industry. Prospective apprentices should concentrate on courses in mathematics and science, which are essential.

We continually strive to cooperate with, and realize the great services that, counselors and teachers render in directing our youth toward a lifetime of proper achievement and fulfillment. For these services, the members of this Association will always be grateful.

J. S. Armstrong, Alaska Manager  
National Electrical Contractors Ass'n

DWAYNE CARLSON, EXECUTIVE PRESIDENT  
4251 WARWICK DRIVE  
ANCHORAGE, ALASKA 99504  
PHONE (907) 279-6311

HENRY HEDBERG, SECRETARY-TREASURER  
ANCHORAGE, ALASKA  
PHONE (907) 70-7313

## Alaska State Federation of Labor, A.F.L.-C.I.O.

### VICE PRESIDENTS

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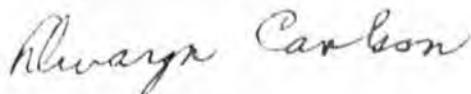
To All Guidance and Employment Counselors:

It is my opinion that in recent years our society, and as a result, our school systems, have placed an unrealistic emphasis on the necessity of a college education and have convinced many students that they are doomed to a lifetime of economic and social failure without it. This has created a psychological problem for many youngsters as they are not equipped scholastically and/or financially to attend college and there are also any number of young persons who would prefer a life of working with their hands.

We feel that the Unions and their Employers offer these young people an attractive alternative through the respective apprentice programs and this handbook was designed to enable Counselors to fully inform these students of the opportunity offered by the various trades in the Construction Industry to become skilled tradesmen.

In addition to this handbook, I am sure that any of the listed Unions or Employer Associations would be happy to furnish speakers to answer questions or more fully explain their respective programs.

Sincerely yours,



Dwayne Carlson, President  
Alaska State Federation of Labor

U.S. DEPARTMENT OF LABOR  
Manpower Administration  
BUREAU OF APPRENTICESHIP AND TRAINING

---

218 Loussac-Sogn Building  
429 D Street  
Anchorage, AK 99501



Tel. 265-5251

To All Guidance and Employment Counselors:

The primary function of the U. S. Department of Labor's Bureau of Apprenticeship and Training is the promotion of bona fide apprenticeship and training through the voluntary cooperation, jointly or individually, by unions, employers, and/or employer associations. Its functions are advisory and promotional. It does not itself conduct training programs.

The Bureau of Apprenticeship and Training is guided by the general policies, principles, and standards recommended by the Federal Committee on apprenticeship. The Federal Committee on apprenticeship is composed of top management and labor leaders on a national basis.

Although this handbook is pointed toward the larger building and construction trades, it should be understood that the Bureau is not restricted to these specific occupations or the Anchorage area. Its assistance is available to or has registered programs with other industries throughout the State of Alaska involving other apprenticeable occupations.

It is our desire that through the proven system of apprenticeship as the State of Alaska progresses there be a sufficient supply of skilled craftsmen to assist in its growth and to fill employment opportunities, and that these employment opportunities are available to all Alaskans.

A handwritten signature in cursive script, reading "William F. Wadsworth", is centered on the page.

William F. Wadsworth  
State Supervisor



**Vern C. "Bud" Garrison**  
State Chairman

**Charles E. Handy**  
Secretary-Treasurer

Area Chairman  
**Donald Bray--Fairbanks**  
**Ivan Solheim-Anchorage**

This Association of Apprenticeship Coordinators, Training Directors and Instructors is organized to:

Promote interest in Apprenticeship and Journeyman Training programs among labor unions, employers, school administrators and the general public.

To exchange ideas and information related to all types of training within industry.

To improve communication on technological changes and adapt training to those needs.

To encourage industry to expand its training programs and to cooperate with school personnel to the end that our young people will consider the value of job training and students will be prepared to enter training programs.

All persons connected with training programs of any type are invited to participate in our activities and are urged to join with us to improve the important service we render - namely, preparing young people for the world of work.

Vern C. "Bud" Garrison,  
State Chairman

*Developing Skilled Craftsmen through Apprenticeship  
For Employment By The Industries of Alaska*

## ADVANTAGES OF APPRENTICESHIP

Admittedly, a WHITE COLLAR bias exists in the minds of immature or impractical people. Too often college education is emphasized to the point of belief that anything less is second-rate. This is wrong.

Apprenticeship in the skilled trades of the Construction Industry should be considered as advanced education. As such, it offers young people marked advantages:

1. The apprentice is an employed worker. The contractor is the only one who creates the job for an apprentice. The union does not employ apprentices.

2. They are paid good wages while learning the skills of the trade and are not cheap labor.

3. Their rate of pay increases with knowledge and ability.

4. Offers opportunity for continued wages and job security upon completion of training.

5. The apprentice becomes self-reliant at a comparatively early age.

6. Imposes no financial burden to their parents or community.

7. Provides classes to learn the theory of their trade and those techniques which cannot be taught economically at the job site.

8. Their instructors are capable, practical journeymen selected for the industry by the Joint Apprenticeship Committee.

9. They learn to produce with modern tools and machines and will gain experience under the most modern methods.

10. They learn properly to use tools or install modern industrial materials worth thousands of dollars during their apprenticeship. This is one of the many reasons why a competent journeyman cannot be developed in a classroom.

11. They work under the direction of a competent journeyman at all times and receive close personal attention.

12. Their progress, as reflected in work reports and class grades, are constantly reviewed by the Joint Apprenticeship Committee.

13. They are protected during their indenture by the Joint Apprenticeship Committee to insure that they have an opportunity to develop all the skills of the craft and become a fully qualified journeyman.

14. Because of high entrance requirements and high standards of conduct and competence, they associate with good and honorable young people.

15. It serves to meet the great need for young people as replacements for journeymen who advance or retire under the industry's generous pension plans.

16. With experience and study, the apprentice can become a foreman, estimator, or superintendent. Many of the owners and employers in the construction industry started their careers as apprentices.

17. The apprentices may advance to positions of responsibility in their union. Union leadership is earned through hard work, service and respect for others. Nearly all union leaders have come from the ranks.

18. As they grow in experience, they may follow related fields as a salesman, broker, or supplier.

19. They may engage in labor-management relations or qualify for specialized work for government agencies.

20. As a journeyman in the construction industry they will be engaged in an honorable and respected occupation with opportunities for advancement limited only by their own ability and ambition.

# HOW THE APPRENTICESHIP PROGRAM OPERATES

## FUNDING

The program for training and developing a skilled craftsman (a journeyman) is provided for in the Collective Bargaining Agreement (Contract) between the contractors and unions in the several divisions of the construction industry. That contract may also provide for the establishment of a trust fund for the use of the Joint Apprenticeship Committee to cover expenses relating to the operation of the program. The contribution to the fund, ranging from ten to fifteen cents per hour, is made by the employers on the basis of the hours worked by the union journeymen.

## JOINT APPRENTICESHIP COMMITTEE (JAC)

The Joint Apprenticeship Committee, composed equally of contractors and union representatives, develops the standards of apprenticeship which define the processes of the trade, the number of hours to be spent in related classroom instruction and the number of years of on-the-job training. These Standards are registered with the United States Department of Labor.

## TERM OF APPRENTICESHIP

The term of apprenticeship for the construction trades will range from two to five years, depending on the trade. Wages paid the apprentices are usually on the basis of a percentage of the journeyman rate, customarily starting at 50 percent or higher, and increasing progressively every 1,000 hours through completion of their apprenticeship the journeyman rate will be received.

## RELATED CLASSROOM INSTRUCTION

Apprentices attend classes of related technical instruction, supplementing their training on the job, to give them a

comprehensive understanding of the theoretical aspects of their work. This related technical instruction is a fundamental feature of apprenticeship. Usually the classes are held during the winter and slack seasons for construction work. Some trades provide several weeks or months of technical related training prior to beginning employment and on-the-job training.

In class, apprentices learn the basic theories of their trade; on the job, under the direction and supervision of a skilled journeyman, they learn its practice.

## FEES OR CHARGES

No charge is made for the classroom instruction. However some trades will require manuals codes, or texts which are used constantly by journeymen. A nominal charge is made for such essentials.

## INDENTURE

Each apprentice signs an Apprenticeship Agreement with the Joint Apprenticeship Committee. If the apprentice is a minor, the parent or guardian must also sign the Agreement. This Agreement is also registered with the Bureau of Apprenticeship, U. S. Department of Labor, which also awards certificates of Completion to apprentices upon successful completion of their training.

## TRAINING COORDINATORS

Frequently, the Joint Apprenticeship Committee will employ a person to act as a coordinator to oversee the operations of the program and to supervise the training of apprentices. The Coordinator keeps records of work progress and acts for the committee between meetings. Such coordinators have proven to be of great value to the effectiveness of the apprenticeship program and to the industry.

# BENEFITS PROVIDED APPRENTICES

## VETERANS BENEFITS

The age limit for entering apprenticeship is usually raised in some degree to compensate the veteran for time spent in Military Service.

Apprentices who are veterans and enrolled in registered and certified program (construction industry programs in Alaska) are eligible for Veterans Administration training allowances under Public Law 92 - 540.

## UNEMPLOYMENT BENEFITS

Apprentices attending classes for related trade instruction may draw unemployment benefits during the period of classroom instruction.

## EARNINGS AND FRINGE BENEFITS

Wages of the apprentice are included in the tabulated summary on Pages 22 and 23, under work data. The wages shown are an approximation since the hourly wage paid varies as new contract provisions are negotiated and become effective.

The apprentice wage shown is a minimum for a beginning apprentice. It is a percentage of the rate paid a journeyman.

As their training and work experience proceed, apprentices receive pay increases. Such increases usually become effective after each 1,000 hours of employment, progressively approaching the journeyman rate.

A variety of benefits accrue to union members under the Collective Bargaining Agreement. These benefits provide health and life insurance, medical care, pensions, etc., and are called "fringe benefits". These benefits are paid out of a trust fund to which the employer contributes on an hourly basis.

## TUTORING

Refresher Courses, are provided through the Apprentice Outreach Program for Apprentice Applicants who need to upgrade their Math, English or who require a General Equivalency Diploma.

## DISCRIMINATION

Not only because it violates state and federal laws, but because it is bad business policy, the contractors and unions in the Alaska Construction Industry forbid discrimination because of race, color, religion, national origin or sex.

## PROBATIONARY PERIOD

A probationary period, varying from a few weeks to several months, included as a provision in all standards of apprenticeship. During the probationary period, the agreement between the apprentice and the Committee may be terminated by either party. The purpose of the probationary period is to afford both the apprentice and the Committee an opportunity to correct obvious mistakes and misunderstandings with a minimum of harm to either party.

## UNION MEMBERSHIP

Each trade union governs its own admission of apprentices to membership. Generally, apprentices become union members at the end of the probationary period and then gain the benefits of union membership.

# TESTS USED FOR QUALIFYING APPRENTICES

(All tests must have been validated)

## APTITUDE TESTS

Some apprenticeship programs require the applicant to take an aptitude test. An aptitude is the ability of a worker to learn to perform certain job duties, and an aptitude test is a way of measuring this ability to learn job duties. Some aptitude tests are paper exercises; others require the use of simple pieces of apparatus.

Some construction trades are the General Aptitude Test Battery (GATB) administered by the State Employment Service. It consists of twelve tests measuring the nine aptitudes that are important to jobs in the skilled trades. Because an apprentice must have more than one aptitude to function successfully on a job, the aptitudes are measured in three or four groups – referred to as test batteries.

The aptitude tests merely indicate to the Joint Apprenticeship Committee whether the applicant does or does not have the ability to “catch on” and learn the job. They are not infallible, but have proven to be reliable in a high percentage of cases; and while they are relied upon, other factors such as education, physical condition, interest, and motivation are equally important.

## QUALIFYING TESTS

Some of Joint Apprenticeship Committees require that the apprentice applicant pass a test before being considered for indenture. The test (qualifying test) is given to ascertain that the applicant's proficiency in basic mathematics is sufficient to begin the related classroom training for the craft.

Applicants who have received average or better grades in high school algebra, geometry, and the physical sciences should experience no difficulty in passing the qualifying tests. Applicants who do not have such a high school background may need tutoring or special preparation. Because the Joint Apprenticeship Committee places considerable emphasis on the qualifying test grades, the applicant is well advised to prepare for the test by a thorough review of high school mathematics.

## THE SELECTION INTERVIEW

Up to the point of the selection interview, the application process determines only that the basic qualifications are met by the applicant. At the selection interview, the applicant meets personally with the members of the Joint Apprenticeship Committee.

The Committee has before it the application with supporting documents, the qualifying test scores, and the results of the aptitude test. The personal interview is designed to gather other information which would indicate that the applicant could and would successfully complete the apprenticeship.

The Joint Apprenticeship Committee is composed of people who are representatives of contractors who will hire and pay them, and of journeymen who will teach and work with them.

During the course of the interview, which is conducted on an informal and “get acquainted” basis, the Committee evaluates the applicant in these respects:

(a) Attitudes – toward oneself, fellow workmen, supervisors, and society in general.

(b) Appearance – reflecting their physical condition, personal habits and handicaps.

(c) Concept of the trade – work experience and familiarity with the trade. School subjects and grades. Willingness to work and study.

(d) Personal Traits – judgment, sense of responsibility, ambition, interests.

(e) Marital status and dependents – financial obligations.

The applicants should use the interview to satisfy themselves that they will be accorded fair and just treatment throughout the period of their apprenticeship. (This is provided by the Standards and included in the Apprenticeship Agreement.)

The applicant should understand that the people serving on the Committee and conducting the selection interview are responsible people in the construction industry who want to help them as much as they want to help themselves.

## HOW TO APPLY

The jointly sponsored labor and management apprenticeship programs are only interested in those young men and women who have a willingness and desire to learn their trade. Therefore, you should read the information provided in this book and decide if a future in the Building and Construction Industry is for you. If the answer is Yes, take the following steps:

1. The center page lists Qualifications, Requirements and Information for each trade. Study the information and make certain that you meet all the requirements, before completing an application.

Employment is at times hazardous in these trades. Consider your own ability to perform the work physically, as well as working at great heights. Exposure to extremes in weather, can also be considered by you.

2. COMPLETELY FILL OUT the Apprentice Outreach Application, indicating the trade you wish to learn.

3. ATTACH any required documents listed in the centerfold, for that trade.

If you did not complete High School, and the trade you applied for requires High School Completion you can do the following:

- A. If you have a High School Equivalency Diploma (GED) attach the document along with a proof of birth document.
- B. If you do not have either a high school education, or a GED, you can inquire on taking a High School Equivalency Examination so that you can become eligible for the program.

Proof of birth documents acceptable are listed as follows:

- (1) Birth Certificate
- (2) Baptismal Certificate
- (3) Family Bible

You may if you wish, include the following documents not required by the Joint Apprenticeship Committees:

- (1) Birth Certificate or Proof of Birth Document.
- (2) DD 214 (Discharge Papers from Active Duty).
- (3) High School Diploma or Transcripts
- (4) Letters from former employers (related work experience).

The above information may be helpful to those who will interview you. After all, you want to appear impressive on the application, before you are interviewed.

#### 4. MAILING YOUR APPLICATION:

There are two Apprentice Outreach offices in Alaska. An Office in Anchorage, and the other in Fairbanks. Determine if Anchorage or Fairbanks is closer to your location and mail application to that office. Addresses are indicated on the application form.

5. WAIT for notification by the Joint Apprenticeship Committee of the Trade you selected. The Training Co-ordinator will inform you by mail of the date, time and place you should appear for interview.

If you are lacking documents, we will inform you by mail, requesting that you mail the requirements. You will NOT BECOME ELIGIBLE to be interviewed until ALL requirements are met.

#### OTHER USEFUL INFORMATION

TRANSPORTATION to and from interview (Screening) must be provided by the applicant.

GATB (General Aptitude Test of Batteries) are conducted by the State Employment Centers. Arrangements will have to be made by the applicant for this test.

WAGES are NOT paid to apprentices during the Trade Related Instruction (Class-Room) period. Starting wages indicated are paid by Contractors during On-The-Job-Training. Apprentices if eligible can receive VA Assistance or Unemployment Insurance while receiving class-room instructions.

# TRADE INFORMATION

## ASBESTOS WORKER HEAT AND FROST INSULATORS

### NATURE OF WORK

Covers with insulating material exposed hot and cold surfaces of equipment, such as ducts, pipes, boilers and tanks. May bind wire around object being insulated either to hold prefabricated insulating material in place or to form a base and reinforcement for plastic insulating material. Applies coats of plastic insulating material. May wrap and tie tar paper or felt, or may secure material to pipes by pasting together cloth flaps, or may cover insulated pipes with canvas and secure by sewing or stapling. Uses pointing trowel to apply asbestos cement. Also works with metal.

### TOOLS USED

Hand tools, such as trowels, brushes, scissors, hammers, saws, pliers and studwelding guns; power saws are also used to cut insulating materials.

### WHERE EMPLOYED

By insulation contractors in new industrial and commercial construction; also, in the alteration and maintenance of insulated pipe work in chemical plants, petroleum refineries, rubber plants, atomic energy installations, shipyards, pipeline and other industrial establishments which have extensive steam installations for power and heating. Some establishments which have cold storage facilities employ asbestos workers for maintenance work.

### WORKING CONDITIONS

Works alone or with others in open and confined areas usually from scaffolding or ladders. May be exposed to inclement weather, loud noises, dust, or dirt of construction operations. Subject to hazard of working at heights and with skin irritants.

### HELPFUL HIGH SCHOOL COURSES

English  
Blueprint Reading or  
Mechanical Drawing  
Metal Shop  
General Math  
General Science

### EMPLOYERS

Alaska Chapter Associated Insulation Contractors.

### UNIONS

Local No. 97, Asbestos Workers International Union.



# BOILERMAKER



## NATURE OF WORK

The field construction boilermaker is a highly trained, skilled craftsman. It is necessary that he be not only "one who builds boilers". A more truly descriptive designation would be "plate fabricator and pressure vessel mechanic". Included in the work a construction boilermaker must be able to perform is the erection and repair of boilers, blast furnaces, all types of pressure vessels and tanks in connection with steel mills, refineries, chemical plants, power plants and nuclear reactors and many other types of work in the plate fabrication and pressure vessel category. Also construction boilermakers are required to do heavy rigging and all types of welding.

## TOOLS USED

Burning and cutting torch, welding stinger air tools and assorted hand tools.

## WHERE EMPLOYED

Boilermakers work principally on heavy construction, and maintenance in related industries.

## WORKING CONDITIONS

Normally seasonal in Alaska. Work is sometimes done at great heights and materials used are sometimes heavy and bulky. Work often involves considerable travel from job to job and from city to city. Safety precautions must be observed.

## EMPLOYERS

All types of Contractors.

## HELPFUL HIGH SCHOOL COURSES

Mathematics  
Mechanical Drafting  
General Science  
Welding  
Physics  
Metal and wood shop

## UNION

International Brotherhood of Boilermakers, Iron Ship Builders, Blacksmith, Forgers and Helpers, Local No. 104.

# TRADE INFORMATION

## BRICKLAYER BLOCK LAYER – TILE LAYER

### NATURE OF WORK

Constructs walls, partitions, fireplaces, chimneys, and other structures from brick, concrete, cinder gypsum block, structural tile, or terra cotta. Installs brick linings of industrial kilns and furnaces. Attaches ceramic tile to walls, floors or ceilings. Performs work according to blueprints or other instruction. Makes floors of terrazzo. Sets murals and other designs. Performs great variety of operations on different types of construction.



### TOOLS USED

Chisels and pincers, trowels, jointers, and tuck pointers (a special finishing tool used to shape mortar joints), bricklayer's hammers, gage lines, plumb bobs, and mason's levels. Operates tile cutter and machines of the trade.

### WHERE EMPLOYED

The great majority work mainly on new building construction. Some are employed in sewer construction work. Bricklayers do a considerable amount of alteration work — construction of fire-resistant partitions, store front remodeling, and similar modernization work. They also do a substantial amount of maintenance and repair work.

Bricklayers also work for such industrial establishments as factories making glass or steel, where furnaces and kilns require special fire brick and refractory brick linings.

### WORKING CONDITIONS

The work of the bricklayer is active and sometimes strenuous. It involves stooping to pick up materials, moderately heavy lifting, and prolonged standing. Hazards include falls from scaffolds and ladders; injuries from falling objects and skin burns from lime and cement.

### HELPFUL HIGH SCHOOL COURSES

- Mechanical Drawing
- Mathematics
- Blueprint Reading
- Shop
- General Science

### EMPLOYERS

Contractors affiliated with Associated General Contractors and Masonry contractors.

### UNIONS

Local No. 1 Brick Masons and Plasterers International Union.

# TRADE INFORMATION

## CARPENTER, ANCHORAGE

MILLWRIGHT – CABINET MAKER  
Year around training program starting every 8 weeks.



### NATURE OF WORK

Because of the great diversity of the Carpenter Profession and the fact that the highly skilled Carpenter is indeed the "Master Builder" of the construction industry; most of the General Supervisory Personnel on construction projects are carpenters by trade. Since the carpenters are usually the first skilled tradesmen on the jobsite, they locate the building on the property, lay out the building lines, build and set footing and foundation wall forms. They also lay out, cut, assemble and erect all the component parts of frame buildings and build and erect concrete forms for columns, beams, suspended slabs, ramps, elevator shafts and stairways for commercial, industrial and institutional buildings, bridges and dams. They also set anchor bolts and other imbedded items for structural steel buildings, build forms for precast and prestressed beams and slabs; also tilt up wall sections. Although the major portion of the carpenters work is performed outside, a large percentage of the interior work is also their responsibility; such as setting window and door frames, hanging doors, casing windows and door openings, installing cabinets and millwork, sheetrock, wood paneling, acoustic tile, stairways and handrails, and applies finish hardware.

### TOOLS USED

Claw hammers, hand saws, carpenter tape, combination square, framing square, hand level, plumb bobs, chalk box, mason line, wood chisels, cold chisels, brace and bits, ripping bar, planes, screw drivers, hack saw, tin snips, wood rasps, metal files, hand axe, scribes, nail sets, honing stone, utility knife and center punches, wrenches, pliers, putty knives, scrapes, key hole and coping saws. The employer provides all power saws, drills routers, joiners, nailers etc. and also powder actuated tools.

### WHERE EMPLOYED

In the construction industry, employed by contractors and home builders at the construction jobsite; on commercial, industrial, institutional and residential buildings, also on bridges, dams, docks and highway work. Some of the work is in remote areas where construction camps are provided by the Employer. Carpenters perform approximately forty per cent of the skilled work on building projects, being engaged from the start to the finish of the project. Driving the first stake and adjusting the last lock.

### WORKING CONDITIONS

Works indoors and out in cooperation with other carpenters and building tradesmen. Frequently works on scaffolds and ladders and in cramped positions; is exposed to dust, dirt, construction noises and varying weather conditions.

### HELPFUL HIGH SCHOOL SUBJECTS

English	Higher Mathematics
Mechanical Drawing	Blueprint Reading
Arithmetic	Science
Woodshop	Physics

### EMPLOYERS

Primarily contractors affiliated with Associated General Contractors of Alaska.

### UNIONS

Local Unions affiliated with Alaska State Council of Carpenters.

# CARPENTER, FAIRBANKS

## NATURE OF WORK

Because of the great diversity of the Carpenter Profession and the fact that the highly skilled Carpenter is indeed the "Master Builder" of the construction industry; most of the General Supervisory Personnel on construction projects are Carpenters by trade. Since the carpenters are usually the first skilled tradesmen on the jobsite, they locate the building on the property, lay out the building lines, build and set footing and foundation wall forms. They also lay out, cut, assemble and erect all the component parts of frame buildings and build and erect concrete forms for columns, beams, suspended slabs, ramps, elevator shafts and stairways for commercial, industrial and institutional buildings, bridges and dams. They also set anchor bolts and other imbedded items for structural steel buildings, build forms for precast and prestressed beams and slabs; also tilt up wall sections. Although the major portion of the carpenters work is performed outside, a large percentage of the interior work is also their responsibility; such as setting window and door frames, hanging doors, casing windows and door openings, installing cabinets and millwork, sheetrock, wood paneling, acoustic tile, stairways and handrails, and applies finish hardware.

## TOOLS USED

Claw hammers, hand saws, carpenter tape, combination square, framing square, hand level, plumb bobs, chalk box, mason line, wood chisels, cold chisels, brace and bits, ripping bar, planes, screw drivers, hack saw, tin snips, wood rasps, metal files, hand axe, scribes, nail sets, honing stone, utility knife and center punches, wrenches, pliers, putty knives, scrapes, key hole and coping saws. The employer provides all power saws, drills, routers, joiners, nailers etc. and also powder actuated tools.

## WHERE EMPLOYED

In the construction industry, employed by contractors and home builders at the construction jobsite; on commercial, industrial, institutional and residential buildings, also on bridges, dams, docks and highway work. Some of the work is in remote areas where construction camps are provided by the Employer. Carpenters perform approximately forty per cent of the skilled work on building projects, being engaged from the start to the finish of the project. Driving the first stake and adjusting the last lock.

## WORKING CONDITIONS

Works indoors and out in cooperation with other carpenters and building tradesmen. Frequently works on scaffolds and ladders and in cramped positions; is exposed to dust, dirt, construction noises and varying weather conditions.

## HELPFUL HIGH SCHOOL SUBJECTS

English  
Mechanical Drawing  
Architectural Drawing  
Arithmetic  
Wood, Metal and Welding Shop Courses  
Higher Mathematics  
(Algebra, Geometry and Trigonometry)  
Blueprint Reading  
Science  
Physics

## EMPLOYERS

Primarily contractors affiliated with Associated General Contractors of Alaska

## UNIONS

Local Union No. 1243 of United Brotherhood of Carpenters and Joiners of America.

# TRADE INFORMATION

## CEMENT MASON, ANCHORAGE

### NATURE OF WORK

Finishes exposed concrete surfaces of floors, walls, streets, driveways, etc. to make them strong, durable and relatively water tight. On most concrete building projects this involves hand operations. On highways and other large scale projects cement finishing machines are used extensively, but supplementary hand operations are also necessary, particularly to finish curved surfaces. Obtains special color effects by adding colors to mix or applies colors in powder form to the surface of the wet concrete before finishing.

### TOOLS USED

Trowels, floats, spreaders, edgers, screeds, grinding and cutting machines, power operated trowels.

### WHERE EMPLOYED

Principally on large buildings, though many are employed on highways or nonbuilding construction. Others work for

cement contractors who perform subcontracting on smaller projects such as sidewalks, driveways, basement floors, and swimming pools.

### WORKING CONDITIONS

Works outside much of the time, sometimes on ladders and scaffolds; subject to dust and dampness, weather conditions; much stooping and kneeling.

### HELPFUL HIGH SCHOOL COURSES

Mechanical Drawing      Mathematics  
Architectural Drafting      General Science  
Shop Courses

### EMPLOYERS

Employers affiliated with Association of General Contractors.

### UNIONS

Local No. 867, Operative Plasterers and Cement Masons.



# QUALIFICATIONS, REQUIREMENTS THE ALASKA BUILDING AND CONSTRUCTION

APPRENTICESHIP TRADES	AGE		EDUCATION	DOCUMENTS		Pas GAT Tes
	Without Military/ Related Work Exp.	W/Military or Related Work Experience	Minimum Grade or Equiv.	Proof of Birth	High School Transcripts	
(Heat and Frost Insulators) ASBESTOS WORKERS – SWP*	18 - 27	18 - 30	12th	X	X	
BOILERMAKERS – SWP*	18 - 31	Approval Apprentice Committee	12th	X	X	
BRICKLAYERS-TILESETTERS – SWP*	17 - 24	18 +	12th			X
(Anchorage) CARPENTER, CABINETMAKER, MILLWRIGHT	18 +	18 +				
(Fairbanks) CARPENTER, CABINETMAKER, MILLWRIGHT	17 +	17 +				X
1 2 (Anchorage) CEMENT MASON and PLASTERER	18 - 30	18 - 30	8th		X	
(Fairbanks) CEMENT MASON and PLASTERER	18 - 30		8th		X	
1 2 COOKS and BAKERS – SWP*	18 - 35	18 +	9th	X	X	
ELECTRICAL – 1. Wireman 2. Lineman (SWP)* 3. Telephone Workers	18 - 24	18 - 27	12th		X	X
IRONWORKER – SWP*	18 - 30	18 - 30	12th		X	
OPERATING ENGINEER: – SWP* 1. Universal Equipment 2. Grade and Paving Equipment 3. Plant Equipment 4. Heavy Duty Repairman	18 - 25	Up to 6 years waived for veterans only, based on years of active duty	12th	X	X	X
PAINTER, GLAZIER, CARPET and RESILIENT FLOOR COVERERS	18 - 25	18 - 25	8th			
(Anchorage) PLUMBERS and PIPE FITTERS	18 - 25	Vets Only 18 - 29	12th	X	X	
(Fairbanks) PLUMBERS and PIPE FITTERS	16 +		12th		X	
ROOFERS – SWP*	18 - 27	18 - 33	10th	X	X	
SHEET METAL WORKERS	18 - 25	18 - 27	12th		X	X

TRAINEE PROGRAMS	AGE	EDUCATION	OTHER REQUIREMENTS
BULL COOK, WAITER, WAITRESS, HELPER AND ATTENDANTS	18 +	18 +	Reading and Language Comprehension Current Health Card
LABORERS	18 +	18 +	
PILEDRIVERMEN	18 - 24	18 - 32	Reading and Language Comprehension
TEAMSTER – Truck Drivers Surveyors	18 + 18 +	18 + 18 +	12th Min 5'7" 140 lbs X X

SWP\* Indicates State wide Programs, Applicants who apply from within Alaska (statewide) and meet Qualifications/Requirements will be notified by mail. Training facilities located in Anchorage or as directed by Joint Apprenticeship Committee. Teamster and Operating Engineer Applicants must be 21 years of age.

**TO MAKE APPLICATION — SEE PAGE 15 FOR INSTRUCTIONS RECRUITING**

# TESTS AND INFORMATION FOR APPRENTICESHIP AND TRAINEE PROGRAMS

TESTS		TERM OF APPRENTICE		TRADE RELATED INSTRUCTION (CLASS-ROOM)		WAGE INFORMATION			
Pass Entry Exam		Years	Hours	Number Weeks 1st Class	Additional Each Year	Starting Wage Per Hour	% Journey-Man Pay	Raise in Pay as Indicated	Journeyman Wage Per Hour
		4	6,400	3	3	\$8.47	60	Each 1,600 Hrs.	\$14.11
		4	6,000	4 Sets	12 Lessons	\$9.11	70	750 Hrs. and Lessons Completed	\$13.01
	X	3	6,000	8	8	\$7.72	55	6 Months	\$14.03
	X	4	8,000	8	7	\$8.29	64	1,000 Hrs.	\$12.96
	X	4	8,000	8	6	\$8.98	64	1,000 Hrs.	\$14.03
		3		6	6	1. \$ 9.29 2. \$10.13	75	12 Months	1. \$12.38 2. \$13.50
		3		6	6	\$9.38	75	2,000 Hrs. or 1 Year	\$12.38
		3	6,000	12	3 to 4	1. \$7.70 c 2. \$7.97 h	75	1,000 Hrs.	1. \$10.27 2. \$10.63
	X	4	8,000	12	Additional 12	\$9.56	65	1,000 Hrs.	\$14.70
		3	4,300	6	4-6 Wks	\$8.28	60	Min. 6 Mos. 800 Hrs.	\$13.80
			6,000	8	6	\$9.04	70	1,000 Hrs.	\$12.91
		3	6,000	10	3	\$8.64	60	1,000 Hrs.	\$11.40
		5	10,000	6	Additional 20	\$7.40	50	1,000 Hrs.	\$14.80
		5	10,000	10	6	\$7.66	50	1,000 Hrs.	\$15.32
		3	3,600	3	3	\$8.97	65	600 Hrs.	\$13.80
		4	8,000	5	5	\$9.37	60	1,000 Hrs.	\$15.62

		TERM OF TRAINEE							
			30 days	8	0	Approx \$8.04	85	30 Days	Approx. \$9.46
			0	4	Optional 2 wks Upgrading	\$11.35	100		\$11.35
	X		2	4	4	\$7.90	60	6 Months	\$13.17
				4		\$11.45	100		
	X		600	15		\$10.83	100		

Qualified for Screening (Interview) by Appropriate Joint Apprenticeship Committee.  
Applicants must have a Valid Alaska Drivers License.

EMPLOYMENT IS RESTRICTED TO ALASKA RESIDENTS — MINIMUM ONE YEAR RESIDENCY

# TRADE INFORMATION

## CEMENT MASON, FAIRBANKS

### NATURE OF WORK

Finishes exposed concrete surfaces of floors, walls, streets, driveways, etc. to make them strong, durable and relatively water tight. On most concrete building projects this involves hand operations. On highways and other large scale projects cement finishing machines are used extensively, but supplementary hand operations are also necessary, particularly to finish curved surfaces. Obtains special color effects by adding colors to mix or applies colors in powder form to the surface of the wet concrete before finishing.

### TOOLS USED

Trowels, floats, spreaders, edgers, screeds, grinding and cutting machines, power operated trowels.

### WHERE EMPLOYED

Principally on large buildings, though many are employed on highways or nonbuilding construction. Others work for

ceiling contractors who perform subcontracting on smaller projects such as sidewalks, driveways, basement floors, and swimming pools.

### WORKING CONDITIONS

Works outside much of the time, sometimes on ladders and scaffolds; subject to dust and dampness, weather conditions; much stooping and kneeling.

### HELPFUL HIGH SCHOOL COURSES

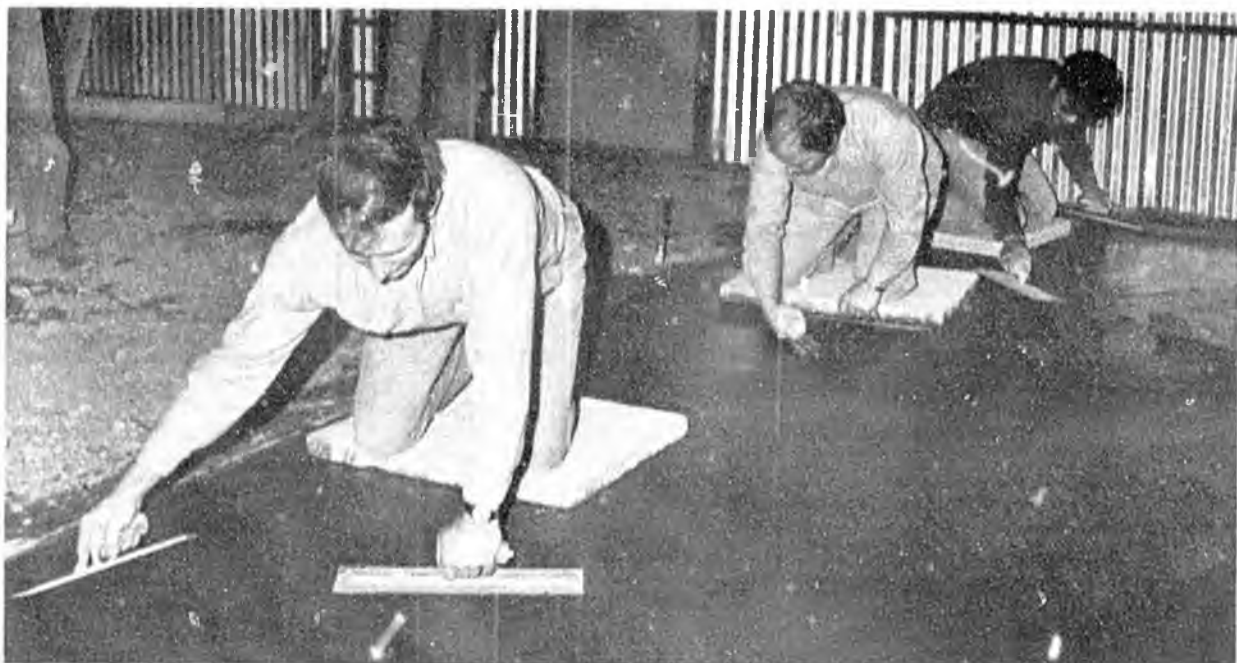
Mechanical Drawing  
Architectural Drafting  
Shop Courses  
Mathematics  
General Science

### EMPLOYERS

Employers affiliated with Association of General Contractors.

### UNIONS

Local No. 912, Operative Plasters and Cement Masons.



## CULINARY COOKS / BAKERS

### NATURE OF WORK

In Camp the head cook is in charge of the kitchen, and is responsible for all cooking, baking, and related services in the camp, which requires a good baker. The head cook appoints a head bull cook to maintain a continuity of services as required, especially in the camp.

### FOOD PRODUCTION

The area of food service offers a wide range of employment opportunities. Employment in our expanding industry has many levels depending upon the interest, talents, and time that workers extend to successful food and service careers. Positions in production, housekeeping and services, are some of the levels that training and apprentices are concerned with. In the classification of cook, the duties are in the preparation of roasts, sauces and gravies. The cook is also responsible for the broiling, grilling, and sautéing; creates a wide variety of attractive palatable salads, cold dishes, including fruit compotes, dressings, canapies, and other culinary creations required in the preparation of

meals. Today's pastry chef and baker are readily aware of the need for originality and ingenuity as well as the delicious flavor, as necessary requirements to create the reputation of a "good baker." A good many pastries and desserts are standard types. The improvement of these standards lies in the exposure to additional knowledge and increased skills which are attained through the design of training.

### TOOLS USED

Bench knives, slicers for hand carving roasts like prime ribs, top round, turkey, and ham, etc. Utility knives, for preparation of vegetable cleaners; steak knives, boning knives, steel for truing the edges of knives; off-set spatula for grill work and pumice stone for cleaning grill; heavy duty forks for turning roasts and broiler forks. Bakers use knives, and have wheels for cutting pastry, scrapers for cutting dough and bench work.

### WHERE EMPLOYED

Any construction site where a camp is permanent or fly camp is erected.



# TRADE INFORMATION

## WORKING CONDITIONS

All work is done indoors. The shifts often run on a twenty-four hour basis, as the crews are scheduled to work or fill in as required to complete the job.

## HELPFUL HIGH SCHOOL SUBJECTS

English  
Arithmetic  
Home Economics  
Science  
Physics

## EMPLOYERS

Prime contractors and all subcontractors affiliated with Associated General Contractors of America. Logistics contractors who are awarded bids, must sign compliance agreement on all union jobs.

## UNIONS

Hotel, Restaurant and camp workers unions. Local 878, 879. Also Locals 867 Ketchikan, 873 Sitka, 871 Juneau.

## CULINARY

### BULL COOK, WAITER, WAITRESS, HELPER, ATTENDANTS

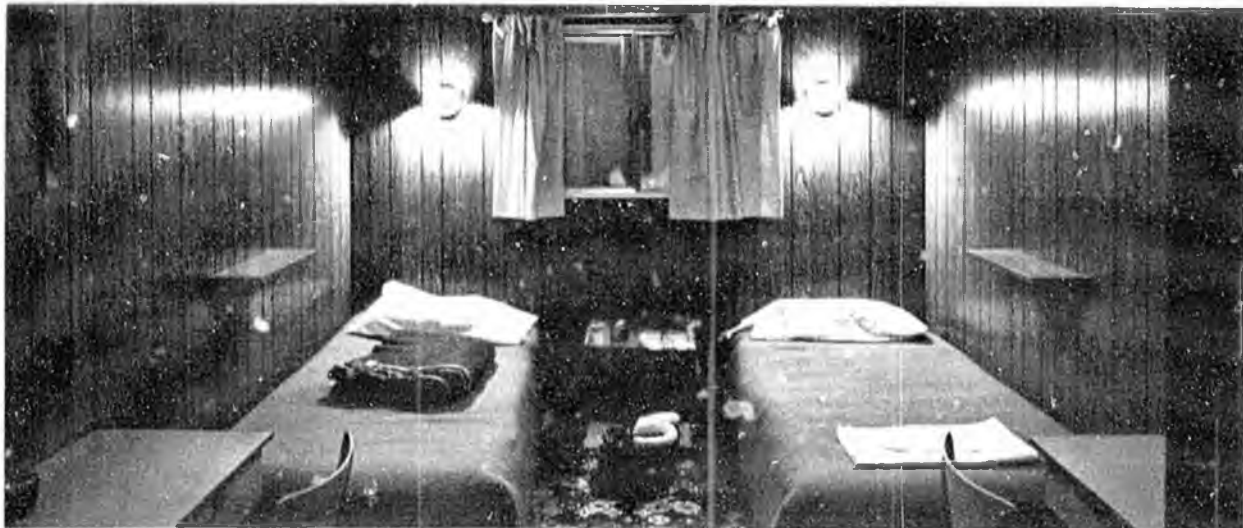
#### NATURE OF WORK

A bull cook is a person who works in the quarters or housing section of the camp. The bull cook changes the sheets, makes up the beds, scrubs and cleans halls, washrooms, and keeps the living quarters area in a clean, tidy and sanitary condition at all times. Often the schedule requires the bull cook to wash and dry linens used at the site, and also the personal laundry of the crews in the camp. A good bull cook must be honest and must be a hard worker.

A waiter/waitress type person sets tables, assists in the serving of meals, provides service with routine tasks,

including coffee making, milk, juice, sets up and other pre-meal duties, under supervision to expedite the meals to the crews. Also assists in the cleaning of tables and the removal of dishes to the dishwasher. Is responsible to keep the tables clean, floors, walls and general area in a sanitary and tidy condition at all times.

A Helper in the kitchen performs routine tasks of a semi-skilled nature, washing of dishes, pots and pans, and maintaining cleanliness in the kitchen at all times; assists in the preparation of the meals such as peeling of vegetables and other tasks under supervision.



# TRADE INFORMATION

## **ELECTRICIAN LINEMAN – CABLE SPLICER**

### **NATURE OF WORK**

Linemen construct and maintain the network of powerlines which carry electricity from generating plants to consumers. The work consists of erecting poles and towers; installing insulators, cables, transformers, switches, and a variety of equipment in generating, substation, and distribution systems. Linemen construct both overhead and underground distribution systems, and perform routine maintenance and emergency service, using special tools and procedures to handle high voltage lines to avoid interruptions in flow of current. Linemen construct and maintain the system of wires and cables connecting the communication networks of telephone, telegraph, radio, and television. Cable-splicing is a division of the Electrician Lineman trade.

### **TOOLS USED**

Hack saws, several sizes of pliers, screw drivers, wrenches, knives and specialty hand tools, climbing hooks, safety straps, body belt, line boots, and live line tools for working energized circuits. Powered tools and testing equipment are furnished by the employer.

### **WHERE EMPLOYED**

By contractors on new construction of generating, transmission and distribution systems. By public utility systems, government agencies and military installations for both new construction and maintenance.

### **EMPLOYERS**

Contractors affiliated with National Electrical Contractors Association.

### **UNION**

Local Union No. 1547 of International Brotherhood of Electrical Workers.

### **WORKING CONDITIONS**

Linemen usually work outdoors and, in emergencies, in all kinds of weather. While some work at heights, on poles and towers, others work in man-holes underground. Linemen are required to know the techniques and procedures for working on high-voltage energized circuits. The work requires physical activity and mental alertness, and while powered equipment has reduced the physical exertion to some degree the work still demands good physical condition to perform strenuous work, steady nerves and a good sense of balance. Hazards include shock and burns, falls and falling objects. Recognizing the hazards, considerable attention is given to safety and first-aid in the apprenticeship program.

### **HELPFUL HIGH SCHOOL COURSES**

English  
Mathematics through Trigonometry  
Shop Courses  
Science (Physics)  
Basic Electric and Radio Theory  
Mechanical Drawing



# ELECTRICIAN

## WIREMAN

### NATURE OF WORK

Lays out, assembles, installs and tests electrical fixtures, apparatus, control equipment and wiring used in the light and power systems of buildings, industrial or other construction projects. Plans proposed installations from blueprints and specifications. Measures, cuts and installs proper lengths of rigid or flexible conduit, wire, and cable. Splices wires; insulates connections; tests circuits. Installs and connects generators and motors, electrical machinery, electronic equipment, controls, signal and communication systems. The work must conform to all code requirements.

### TOOLS USED

Hack saw; several sizes of pliers, screw drivers, and pipe wrenches; a claw hammer; center punch; a 6-foot ruler; a wood chisel, and an electrician's knife. A variety of test

appliances and heavy tools for special purposes are usually furnished by the employer.

### WHERE EMPLOYED

By electrical contractors and industrial installations, or on remodeling of existing buildings. Also employed as maintenance and repairmen in shops and industrial installations.

### WORKING CONDITIONS

The electrician wireman usually works in partly completed structures, but may be required to work outside or in cramped quarters. Work requires constant physical activity including lifting of moderate loads, climbing, crawling, pulling, digging, etc. Most work is not on activated electrical systems but he may be required at times to work on energized circuits. Hazards would include shocks and burns, falling objects, and falls. Safety is stressed as part of job training and preparation.

### HELPFUL HIGH SCHOOL COURSES

- English
- Higher Mathematics through Trigonometry
- Mechanical Drawing
- Physics
- Shop Courses
- Basic Electricity

### EMPLOYERS

Contractors affiliated with National Electrical Contractors Associations.

### UNION

Local Union No. 1547 of International Brotherhood of Electrical Workers.



# ELECTRICIAN-TELEPHONE

## OUTSIDE TELEPHONE

Installation, repair and maintenance of station apparatus and associated wiring and cabling.

## INSIDE TELEPHONE

Routine and preventive maintenance of central office switching equipment.  
Central office installation work.

## KNOWLEDGE, ABILITIES AND SKILLS AN APPRENTICE WILL HAVE AFTER COMPLETION OF APPRENTICESHIP PROGRAM

- Thorough knowledge of the fundamentals of basic electricity both AC and DC.
- Thorough knowledge of the principles and practices of telephony as applied to all types of switching systems, installations and their maintenance.
- Ability to read, interpret and follow equipment installation specifications.
- Ability to read and interpret circuit diagrams.
- Will know standard color code.
- Will have knowledge of switching principles to the extent that he can analyze subscriber trouble complaints and locate source of trouble in C.O.
- Will be able to adjust relays.
- Will be familiar with equipment trouble shooting technique.

## WHERE EMPLOYED

By electrical contractors, usually on new residences, commercial and industrial installations, or on remodeling of existing buildings.

## HELPFUL HIGH SCHOOL COURSES

English  
Higher Mathematics through Trigonometry  
Mechanical Drawing  
Physics  
Shop Courses  
Basic Electricity

## EMPLOYERS

Contractors affiliated with National Electrical Contractors Association.

## UNION

Local Union No. 1547 of the International Brotherhood of Electrical Workers, AFL-CIO.



# TRADE INFORMATION

## IRON WORKER

STRUCTURAL IRON WORKER – REINFORCING IRON WORKER – ORNAMENTAL IRON WORKER

### NATURE OF WORK

Ironworkers are necessary to almost every type of heavy building and engineering construction activity. They are divided into the above three major classifications. They fabricate, erect, assemble, or install structural metal products in the construction of industrial, commercial, and large residential buildings. Most ironworker training programs train apprentices in the knowledge and skill of all three phases of the trade and the hoisting of heavy machinery and equipment.

**STRUCTURAL IRONWORKERS** erect the steel framework of bridges, buildings, and other structures including metal storage tanks, and overhead crane runways that support heavy equipment. They install steel floor decking and vault doors and their frames.

**REINFORCING IRONWORKERS** (rodmen) set steel bars in concrete forms to reinforce concrete structures. They place the steel bars on suitable supports in the concrete form and tie the bars at appropriate intersections, so that each bar receives its intended structural load. The



bars are placed in the concrete form according to blueprints, specifications, or verbal instructions.

**ORNAMENTAL IRONWORKERS** fabricate and install metal stairways, cat-walks, floor grating and iron ladders, such as those used extensively in powerhouse and chemical plants, as well as metal window sash and doors, grilles, and screens (the heavy decorative or safety type). They also install decorative ironwork on balconies, lamp-posts, gates and fences.

### TOOLS USED

Spud wrench, hammers, burning and cutting torch, welding stinger, tapes, air guns and wrenches, pliers.

### WHERE EMPLOYED

Most are employed by contractors on new industrial and commercial construction. They work principally on building and heavy construction, although many are employed on highway or other non-building projects.

### WORKING CONDITIONS

Work is sometimes done at great heights on narrow footings. Materials used are often heavy and bulky. Work often involves considerable travel from job to job and from city to city. Safety precautions must be observed.

### HELPFUL HIGH SCHOOL COURSES

Mathematics	Physics
Mechanical Drafting	Wood, Auto.
General Science	Metal Shop
Welding	

### EMPLOYERS

Alaska Steel Contractors and Erectors.

### UNIONS

Local 751, International Association of Bridge, Structural and Ornamental Iron Workers.

# TRADE INFORMATION

## CONSTRUCTION LABORER

### NATURE OF WORK

Does hand excavating, installs manholes, lays utility pipes, places concrete, works underground in drilling, shoring, detonating, installs railroad track, rakes asphalt paving, sandblasts, gunnites, cleans tanks, operates steam point and water jet, checks grade and hops stakes, sets highway culvert and signs, loads and unloads building material, services other building tradesmen, falls and bucks and clears timber and brush, handles explosives, cleanup, strips and cleans concrete forms, cuts concrete, mixes mortar.

### TOOLS

Operates air trac, jackhammer, drills, steamers, gunnite and sandblast machines and nozzles, vibrators, power chain saws, mixers, concrete saws. Will use hand tools such as shovels, picks, sledges, scrapers, rakes, axes, tackle and rigging, wrenches, pocket levels.

### WHERE EMPLOYED

Laborers are employed in both building construction and heavy highway, airfield and utility fields. In addition, many supplier yards and plants use laborers for fabricating various components of construction.

### WORKING CONDITIONS

Works indoors and outdoors with other building tradesmen under cramped, severe conditions and exposed to dirt, dust, weather of all kinds, noise, and water.

### HELPFUL HIGH SCHOOL SUBJECTS

Arithmetic, Higher math, mechanical drawing, architectural drawing and shop courses.

### EMPLOYERS

Contractors affiliated with Association of General Contractors of Alaska.

### UNIONS

Local No. 341, Local No. 942, Local No. 1331 of Laborers International Union of North America - AFL-CIO.



# TRADE INFORMATION

## OPERATING ENGINEERS

### NATURE OF WORK

Operation and maintenance of equipment used in the construction of highways, airports, pipelines, ground preparation for buildings, tank farms, bridges, etc., in all parts of Alaska.

THE ALASKA OPERATING ENGINEERS JOINT APPRENTICESHIP AND TRAINING PROGRAM, comprised of Local 302 International Union of Operating Engineers and the Alaska Chapter of the Associated General Contractors of America, Inc., is dedicated to the task of training well qualified and properly motivated young men and women, in the operation and maintenance of heavy equipment.

THERE ARE SOME 128 classifications of heavy equipment used in heavy construction, highway construction and pipeline construction. Some of these classifications are: Bulldozers, cranes, backhoes, draglines, clam shells, motor patrols, scrapers (self propelled and towed), rock crushers, asphalt plants, concrete

plants, concrete pavers, asphalt pavers, pumps, air compressors, power houses, sewer treatment facilities and many, many more.

THROUGH THE APPRENTICESHIP PROGRAM, the Industry and the Union will bring about a positive result; to supply skilled and adaptable craftsmen of uniformly high quality for the construction industry.

### WORKING CONDITIONS

Normally seasonal in Alaska. Outside work in all kinds of weather and terrain.

### EMPLOYERS

Contractors affiliated with the Associated General Contractors of America, Alaska Chapter and Contractors that have a compliance agreement with Local 302.

### UNION

International Union of Operating Engineers Local 302



# TRADE INFORMATION

## PAINTERS AND ALLIED TRADES FLOOR COVERERS

### NATURE OF WORK

**Resilient Floors and Decorative Coverings:** Measuring, cutting, fabricating, fitting, installing to be cemented, tacked or otherwise applied to its base wherever it may be, all materials whether used either as a decorative covering or as an acoustical appliance such as carpets of all types and designs, sheet rubber, sheet vinyl cork carpet, rubber tile, asphalt tile, tile, cork tile, linoleum tile, mastic in sheets or tile form, vinyl tile, interlocking tile, mastipave, composition in sheet or tile form and all derivatives of above; the fitting of all devices for the attachment of the above materials and the fitting of all decorative or protective trim to and adjoining the above materials which shall include the drilling and plugging of holes and attaching of strips, slats, nosing, etc., on any base where the above materials are to be installed or applied, such as drilling, plugging and slatting for installing of fastening of carpet, the installing of all nosings, cap strips, corner beads and

edgings of any material and the preparatory work of the craft for all of the aforesaid. Also the cleaning of rugs and carpets.

### HELPFUL HIGH SCHOOL COURSES

Arithmetic  
English  
Blueprint Reading

### EMPLOYERS

Floor Covering Association

### WORKING CONDITIONS

Pleasant - usually inside, clean.

### UNIONS

Brotherhood of Painters and Allied Trades, Local No. 1140 and Local No. 1555.



# TRADE INFORMATION

## PAINTERS AND ALLIED TRADES GLAZIER AND GLASSWORKER

### NATURE OF WORK

All Glassworkers to-wit: General Glazing includes the setting, cutting, preparing, handling, or removal of the following: Art Glass, Prism Glass, Beveled Glass, Leaded Glass, Automobile Glass, Protection Glass, Plate Glass, Window Glass, Mirrors of all types, Wire Glass, Ribbed Glass, Ground Glass, Colored Glass, Figured Glass, Vitrolite Glass, Carrara Glass, and all other types of Opaque Glass, Glass Chalk Boards, Structural Glass, Tempered and Laminated Glass, Thiokol, Neoprene, and all other types of sealants, all types of Glass Cements, all types of insulating glass units, all plastics or other similar materials when used in place of glass, to be set or glazed with putty, mounding, rubber, lead and all types of mastic; in wood, iron, aluminum or sheet metal sash, skylights, doors, frames, stone, wall cases, show cases, book cases, side-boards, partitions and fixtures. The installation of the above materials when in

the shop or on the job site, either temporary or permanent, on or for any building in the course of repair, remodel, alteration or construction.

The installation of all extruded, rolled, or fabricated metals or any materials that replace same, metal tubes, mullions, metal facing materials, muntins, fascia trim mouldings, porcelain panels, architectural porcelain, plastic panels, skylights, showcase doors and relative materials including those in any or all types of building related to store front and window construction.

Door and window frame assemblers such as patio sliding or fixed doors, vented or fixed windows, shower doors, bath tub enclosures, storm sash where the glass becomes an integral part of the finished product, including the installation of the above.

### HELPFUL HIGH SCHOOL COURSES

- Arithmetic
- English
- Blueprint Reading
- Metal Shop Work

### WORKING CONDITIONS

Invariably outside or in-shop work.

### EMPLOYERS

Association of Glazing and Glasswork Contractors.

### UNIONS

Brotherhood of Painters and Allied Trades, Union No. 1140 and Local No. 1555.



# TRADE INFORMATION

## PAINTERS AND ALLIED TRADES

### PAINTER (Commercial and Industrial)

#### NATURE OF WORK

Painters use a wide variety of tools and materials to apply to the surfaces of buildings and structures.

(a) All painting of residences, buildings, structures, industrial plants, tanks, vats, pipes, vessels, bridges, light poles, high-tension poles, traffic and parking lines on highways, parking lots, playgrounds, factories and airline strips; all sign, pictorial, coach, car, automobile, carriage, aircraft, machinery, ship and railroad equipment, mural and scenic painting; spackling of all surfaces where adhesive materials are used; and all drywall pointing, taping and finishing.

(b) All decorators, paperhangers, hard wood finishers, grainers, varnishers, enamelers and gilders.

1. Paperhangers work shall be all material of whatever kind or quality applied to walls or ceilings with paste or adhesive; all tacking on of muslin or other material which is used as wall or ceiling coverings or covered with material pasted on. Also scraping off old paper, preparing of walls, etc., for paperhangers work.

2. The application of relief, stucco, plaster or decorative work shall not be considered paperhangers' work exclusively.

(c) All persons engaged in applying or removing paints, pigments, extenders, metal primers and metal pigments, clear pigments, binders, thinners and dryers, primers and sealers, oil paints and enamels, water colors and emulsions, clear coatings, waxes, stains, mastics, cement enamels and other special coatings, plastics, adhesives, coatings and sheet rubber and other linings, oils, varnishes, water colors, wall paper, wall coverings or other materials used in the various branches of the trade, and the cleaning and bleaching of all interior and exterior walls and surfaces with liquid, steam, sandblast or any other process.

### TAPER (Vinyl and Paperhanger)

#### TOOLS USED

Brushes, rollers, spray guns, scrapers, blow torches, and paperhanging equipment. Putty knives, scribes, mastic spreaders, taping tools, straight edges, compressors, etc.

#### WHERE EMPLOYED

By painting and decorating contractors on new construction and in renovating existing structures. By Maintenance contractors for government and industrial operations.

#### WORKING CONDITIONS

Work may be seasonal and influenced by weather conditions. Works inside and out, stands for long periods, climbs ladders, stoops, bends, is exposed to fumes from paint and sprays and skin irritants.

#### HELPFUL HIGH SCHOOL COURSES

English  
Arithmetic  
Blueprint Reading  
Art

#### UNIONS

Brotherhood of Painters and Allied Trades, Union No. 1140 and Local No. 1555.

#### EMPLOYERS

Association of Painting Contractors and other signators to collective bargaining agreement.

# TRADE INFORMATION

## PILEDRIVERMEN

RIGGERS — FRAMERS — CERTIFIED WELDERS  
DEEP SEA DIVERS — AND DIVER TENDERS

### NATURE OF WORK

Piledrivermen build docks and bridges. They also are employed on any heavy construction where piling are used such as building foundations and where piling are used to support oil, water or gas pipe lines.

### RIGGERS

Work with the crane and pile driving hammer to drive piling for docks, bridges, etc. Also rig set in place piling to set in pre-drilled holes.



### FRAMERS

Build and set up wooden forms for the concrete pour on all piers and abutments on bridges and the forms for the concrete deck on docks.

### CERTIFIED WELDERS

Do all the welding and cutting of piling on steel bridges and docks. Welding is a tool of the trade.

### DIVERS

Do all the installation, inspection and repair work on underwater pipe lines and all underwater construction work on docks, dams and bridges. Also do salvage work and ship inspections.

### DIVER TENDERS

Dress the Diver in, tend air and communication line and send down tools and materials needed. They also take the suit and hard hat off the Diver and tend the recompression chamber.

### EMPLOYERS

Mainly, contractors affiliated with Associated General Contractors of America Alaska Chapter.

### UNION

Piledrivers, Bridge, Dock Builders, and Divers Local Union 2520.