

Apprenticeship Manitoba

Trades Qualification Statutory Declaration

Instrumentation and Control Technician

This form is to be completed by the applicant.
Information provided in this form will be verified.

Unless your work experience hours were gained through self-employment, Trades Qualification applications will not be accepted if they are only accompanied by a Statutory Declaration. Non-self-employed applicants must provide at least one employer declaration from an employer who can verify your work experience.

A. Applicant Name	Name of the individual declaring their employment experience
Full name:	

B. Reason for Statutory Declaration	Indicate why a Statutory Declaration is required?
<input type="checkbox"/> Employer is no longer in business <input type="checkbox"/> Employment records are not available <input type="checkbox"/> Applicant was self-employed (references required) <input type="checkbox"/> Employer will not complete Employer Declaration	
If you have been unable to obtain an Employer Declaration from any of your employers, please indicate below all the efforts that you have made to obtain an Employer Declaration. If sufficient evidence of steps taken is not provided, the application may not be approved.	

C. Work History Information			Enter the dates, title, total hours worked, and nature of employment for the period this declaration applies to.
Organization / Employer name:		Business Registration Number: (self-employed only)	
From (yyyy/mm/dd):	To (yyyy/mm/dd):	Job Title:	Total Hours Worked: (only hours on the tools)
Type of Employment: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Seasonal <input type="checkbox"/> Self-employed <input type="checkbox"/> Other			

Office use only:	Verified - <input type="checkbox"/> Yes <input type="checkbox"/> No	Signature:	Comments:
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D. Declaration of Job Tasks Performed 2013 NOA	<input checked="" type="checkbox"/> Check the "No" box if none of the tasks in the group were performed by you. <input checked="" type="checkbox"/> Check the "Yes" box if you performed the tasks at the level of a journeyperson. Strike out any individual tasks not performed. Ex. installs motors
A – COMMON OCCUPATIONAL SKILLS Includes: Performs safety-related functions; Organizes work; Performs routine trade activities	<input type="checkbox"/> No <input type="checkbox"/> Yes
B – PROCESS MEASURING AND INDICATING DEVICES Includes: Installs and services pressure, temperature, level and flow devices; Installs and services motion, speed, position and vibration devices; Installs and services mass, density and consistency devices; Installs and services process analyzers; Installs and services multiple variable computing devices	<input type="checkbox"/> No <input type="checkbox"/> Yes
C – SAFETY AND SECURITY SYSTEMS AND DEVICES Includes: Installs and services safety systems and devices; Installs and services facility security systems. (Not Common Core); Installs and services safety instrumented systems (SISs)	<input type="checkbox"/> No <input type="checkbox"/> Yes
D – HYDRAULIC, PNEUMATIC AND ELECTRICAL SYSTEMS Includes: Installs and services control devices for hydraulic systems; Installs and services pneumatic equipment; Installs and services electrical and electronic equipment	<input type="checkbox"/> No <input type="checkbox"/> Yes
E – FINAL CONTROL DEVICES Includes: Installs and services valves ;Installs and services actuators; Installs and services positioners; Configures and services variable speed drives (VSDs)	<input type="checkbox"/> No <input type="checkbox"/> Yes
F – COMMUNICATION SYSTEMS AND DEVICES Includes: Installs and services control network systems; Installs and services signal converters; Installs and services gateways, bridges and media converters	<input type="checkbox"/> No <input type="checkbox"/> Yes
G – CONTROL SYSTEMS AND PROCESS CONTROL Includes: Establishes and optimizes process control strategies; Installs and services stand-alone controllers (SACs); Installs and services programmable logic controllers (PLCs); Installs and services distributed control systems (DCSs); Installs and services human machine interfaces (HMIs); Installs and services supervisory control and data acquisition (SCADA) systems.	<input type="checkbox"/> No <input type="checkbox"/> Yes

E. Applicant Signature	I certify that the information I provided is accurate.	
Signature:	Date: (yyyy/mm/dd)	
Printed name:	Daytime phone:	

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F. References	References must be provided for all self-employment Statutory Declaration forms.
Include with your completed Statutory Declarations the names and contact information of two people who can verify your self-employed work experience. This may include a supplier, a former employee, a contractor in the industry, or a regular, long term client. Maximum of one reference per category.	
Each individual listed will be contacted by Apprenticeship Manitoba to verify the information provided in your application.	

First Name:	Last Name:
Organization/Business Name:	Position/Title:
Business Phone Number:	Reference Cell Number:
Relationship to Applicant:	Email Address:

First Name:	Last Name:
Organization/Business Name:	Position/Title:
Business Phone Number:	Reference Cell Number:
Relationship to Applicant:	Email Address: