

***What is a Recognized Association?***

*The Apprenticeship and Certification - General Regulation* defines a “Recognized Association” as a union or other incorporated association that provides apprentices to do work within their designated trades for others.

A Recognized Association is collection of Apprenticeship Applications signed by the same organization. The organization is formally recognized by the Executive Director as Recognized Association that can act as the employer of a large number of apprentices and fulfill the duties of an employer (see below).

***What is the difference between a Pool Agreement and a Recognized Association?***

Provisions for Pool Agreements under Section 5 of *The Apprenticeship and Certification - General Regulation* were removed entirely. Former Pool Agreement holders are now transitioning to a new recognition process under the “Recognized Association” framework and are required to submit an annual list of all active apprentices, journeypersons, and their distribution among signatory employers with the Recognized Association.

***What is the difference between a Recognized Association and a ‘standard’ employer?***

Unlike an a standard apprenticeship agreement, in which a designated employer is responsible for paying wages, a Recognized Association might not, in all cases, pay the apprentices’ wages. In many cases, the recognized association (which is listed as the employer on the Apprenticeship Application) is responsible for assigning apprentices to businesses (or other employers) at a variety of work sites on a temporary, project-by-project basis. In this case, the business that operates the worksite is responsible for paying the apprentices or, more likely, for paying the recognized associations which in turn pays the apprentices.

***What are the responsibilities/duties of an organization with a Recognized Association?***

The Recognized Association is responsible to ensure that they or the business the apprentice has been assigned to:

- pays the apprentice’s wages and benefits,
- maintains the apprentice-journeyperson ratio at the worksite,
- ensures that the apprentice is directly supervised by a journeyperson at the work site,
- allows apprentices to be released annually for technical training and
- abides by all legislated and regulated requirements of the apprenticeship program (as set out in *The Apprenticeship and Certification Act* and its regulations, including trade regulations).
- submits an annual list of all active apprentices, journeypersons, indicating their distribution among signatory employers within the Recognized Association. Please submit the Apprentice/Journeyperson Template (page 3) or submit your own list.

For more information, see S. 7 of the *General Regulation* – “Responsibilities of Employer”, <https://web2.gov.mb.ca/laws/regs/a110e.php>.

For additional information on Recognized Associations, call 204-945-3337 to speak to a public service representative.

Submit form to one of  
the following offices:

**Brandon**  
128, 340-9th St.  
R7A 6C2  
204-726-6365  
Fax 204-726-6912

**Thompson**  
118-3 Station Rd.  
R8N 0N3  
204-677 -6346  
Fax 204-677-6689

**Winnipeg**  
100 -111 Lombard Ave.  
R3B 0T4  
204-945-3337  
Fax 204-948-2346

Legal (Registered) Name of Organization: \_\_\_\_\_

Operating Name (if different from above): \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**TRADE 1**

Trade Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

Contact's Cell Phone: \_\_\_\_\_ Contact's Fax: \_\_\_\_\_

Contact's Email: \_\_\_\_\_

**TRADE 2**

Trade Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

Contact's Cell Phone: \_\_\_\_\_ Contact's Fax: \_\_\_\_\_

Contact's Email: \_\_\_\_\_

**TRADE 3**

Trade Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

Contact's Cell Phone: \_\_\_\_\_ Contact's Fax: \_\_\_\_\_

Contact's Email: \_\_\_\_\_

Please submit the Apprentice/Journeyman Template (page 3) or submit your own list of all active apprentices, journeymen, and their distribution among the signatory employers to the Recognized Association.

The signature below confirms that I have read, understand, and agree to the responsibilities of a Recognized Association to ensure apprentices are paid wages and benefits; the apprentice to journeyman ratio at the work site is maintained; the apprentice is supervised by a journeyman at the work site at all times and; annually submit to Apprenticeship Manitoba a list of all apprentices, journeymen and their distribution among signatory employers to the Recognized Association.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name and Title (print): \_\_\_\_\_

This information is protected by The Freedom of Information and Protection of Privacy Act. If you have any questions regarding its collection, contact Apprenticeship Manitoba at 945-3337 or toll free 1-877-978-7233

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Employer	Apprentice	Journeyman	C of Q #	Trade