

APPRENTICESHIP AND CERTIFICATION BOARD POLICY

Name:	Trade Deferral Process
Subject:	Program Standards
Effective Date:	May 28, 2014

Policy Statement:

Program standards deferrals are permitted by the Board if trade development is unable to be completed by the end of the Strategic Year for which the trade was identified for updating. Prior to the end of the fiscal year, the Manager of Policy, Legislation and Board Operations will prepare and submit an Issue Sheet (IS) to the Program Standards Standing Committee (PSSC) identifying all trades that will not complete the review process for regulatory or technical training updates. The PSSC will then submit a report to the Apprenticeship and Certification Board (Board) detailing all deferred trades, which will then be identified for further development in the Board's Strategic Plan for the following fiscal year.

Rationale:

The Board publishes an annual Strategic Plan outlining priority activities, including trades identified for regulatory or technical training development. The Board is committed to ensuring the timely review and approval of trade updates and recognizes that from time to time this process can take longer than anticipated. In these circumstances, the Board has developed and approved the Trade Deferral Process Policy in an effort to provide direction and clarity for all parties involved in the trade development process.

Board Motion(s)	May 28, 2014
X-Referencing	
Legislation	<i>The Apprenticeship and Certification Act</i>
Comments	