

## APPRENTICESHIP AND CERTIFICATION BOARD POLICY

Name:	Task Based Ratios
Subject:	Regulatory
Effective Date:	May 13, 2015

**Definition:**

Task based ratio: Supervisory requirements based on identified tasks, which differs from the minimum 1:1 ratio of apprentices to journeypersons as outlined in the *Apprenticeship and Certification – General Regulation*.

**Policy Statement:**

In special circumstances and on a case-by-case basis, the Board may approve a task based supervision ratio for a designated trade. This request must originate from industry and if approved, would be reflected in regulation for the trade in question. Task based ratios are supervisory requirements based on particular tasks instead of the general 1:1 ratio of apprentices to journeypersons for all tasks. Industry requests to implement a task based ratio for a trade will be considered if all requirements are met under this policy. Particular attention will be focused on the level of demonstrated documentation and accountability measures in place.

**Rationale:**

The trade of Powerline Technician set a precedent in Manitoba by using a task based supervisory ratio. In an effort to be responsive to potential future industry requests to incorporate task-based ratios, the Board has developed the Task Based Ratios Policy. This policy prescribes the criteria and administrative procedures for reviewing and approving requests for task based ratios in designated trades.

**Procedure:**

A request to regulate a designated trade under a task-based ratio must come from industry and include the following:

1. Rationale for the request including specific task barriers, environmental hazards, specialized corporate status as recognized under an enactment, equipment limitations or other extenuating circumstances to explain why a change to the ratio is required. A rationale based solely on cost barriers and staffing availability/resources will not be considered.
2. Clearly defined supervision ratios corresponding to each specific task and/or sub-task.
3. Documentation showing apprentice work experience in the specific tasks and sub-tasks.
4. Detailed tasks and the proposed level of supervision requested.
5. Evidence of broad industry support.

Industry requests are to be forwarded to the Manager of Policy, Legislation and Board Operations, and will be reviewed by the Program Standards Standing Committee. This committee will determine if consultation with industry is required prior to making recommendations to the Board for final decision.

Board Motion(s)	
X-Referencing	
Legislation	<i>Apprenticeship and Certification – General Regulation</i>
Comments	