

Department of Labor & Industries
 Apprenticeship Section
 PO Box 44530
 Olympia WA 98504-4530



REQUEST FOR APPROVAL OF PROPOSED STANDARDS

GWP
 L&I apprenticeship
 coordinator

TO: Washington State Apprenticeship & Training Council

FROM King County Metro Transit/ATU 587 Apprenticeship Committee
NAME OF PROGRAM STANDARDS

Check appropriate box:

Committee Plant OJT

OCCUPATION(S):	HOURS:	SOC #:
Heavy Duty Bus Mechanic	8000	49.3031.00

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Authorized Signatures:	
Chair: <u>[Signature]</u>	Approved by: Washington State Apprenticeship & Training Council
Secretary: <u>[Signature]</u>	Secretary of Council
Date: <u>6/1/16</u>	Date:

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**STANDARDS OF APPRENTICESHIP
adopted by**

KING COUNTY METRO TRANSIT/ATU 587 APPRENTICESHIP COMMITTEE

(sponsor name)

Occupational Objective(s):

SOC#

Term

Heavy Duty Bus Mechanic

49-3031.00

8000 hrs.



APPROVED BY
Washington State Apprenticeship and Training Council
REGISTERED WITH
Apprenticeship Section of Fraud Prevention and Labor Standards Division
Washington State Department Labor and Industries
Post Office Box 44530
Olympia, Washington 98504-4530

APPROVAL:

Initial Approval

Committee Amended

Standards Amended (review)

Standards Amended (administrative)

By: _____

Chair of Council

By: _____

Secretary of Council

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KING COUNTY METRO TRANSIT/ATU 587 APPRENTICESHIP COMMITTEE

INTRODUCTORY STATEMENT

The director of the Department of Labor and Industries appointed the Washington State Apprenticeship and Training Council (WSATC) as the regulatory body responsible for developing, administering, and enforcing apprenticeship program standards (Standards) for the operation and success of apprenticeship and training programs in the State of Washington. Apprenticeship program sponsors function, administer, or relinquish authority only with the consent of the WSATC. Furthermore, only apprentices registered with the supervisor or recognized under the terms and conditions of a reciprocal agreement will be recognized by the WSATC. Parties signatory to these standards of apprenticeship declare their purpose and policy is to establish and sponsor an organized system of registered apprenticeship training and education.

These Standards are in conformity and are to be used in conjunction with the Apprenticeship Rules, chapter 296-05 WAC (Washington Administrative Code); Apprenticeship Act, chapter 49.04 RCW (Revised Code of Washington); The National Apprenticeship Act, 29 U.S.C. (United States Code) 50; Apprenticeship Programs, Title 29 Part 29 CFR (Code of Federal Regulations); and Equal Employment Opportunity in Apprenticeship and Training, Title 29 Part 30 CFR which govern employment and training in apprentice able occupations. They are part of this apprenticeship agreement and bind all signers to compliance with all provisions of registered apprenticeship. Additional information may need to be maintained by the program sponsor that is supplemental to these apprenticeship standards. This information is for purposes of ensuring compliance with decisions of the WSATC and the apprenticeship laws identified above.

If approved by the council, such amendment/s and such changes as adopted by the council shall be binding to all parties. Program sponsors shall notify apprentices and employer training agents (if applicable) of changes when they are adopted by the council. If and when any part of these Standards becomes illegal, as pertains to federal and/or state law, that part and that part alone will become inoperative and null and void, and the Department of Labor and Industries (Department) may adopt language that will conform to applicable law. The remainder of the Standards will remain in full force and effect.

Sections of these standards identified as bold "insert text" fields are specific to the individual program standards and may be modified by a sponsor submitting a revised standard for approval by the WSATC. All other sections of the standards are boilerplate and may only be modified by the WSATC.

See WAC 296-05-003 for the definitions necessary for use with these Standards.

Sponsor Introductory Statement (Optional):

The purpose of this program is to establish an on-the-job training program which will lead to the attainment of certified journey-level mechanic.

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I. GEOGRAPHIC AREA COVERED:

The sponsor has no authority to conduct training outside of the geographical area covered by these Standards. The sponsor may enter into an agreement [portability agreements – see WAC 296-05-303(4)(g)] with other sponsors for the use of apprentices by training agents that are working outside of their approved geographic area. Also, the WSATC may recognize and approve out-of-state apprenticeship programs and standards if certain conditions are met and the out-of-state sponsoring entity requests it (see WAC 296-05-327). Apprenticeship program sponsors will ensure compliance with the provisions of any agreement recognized by the WSATC.

This program shall comprise the King County Metro Transit (KCMT) service area (general King County area).

II. MINIMUM QUALIFICATIONS:

Minimum qualifications must be clearly stated and applied in a nondiscriminatory manner [see WAC 296-05-316(17)].

Age: **Must be at least 18 years of age.**

Education: **Must be a high school graduate or the equivalency.**

Physical: **Must be able to lift up to 50 pounds.**

Testing: **Must pass a KCMT physical examination.**

Other: **Must possess a valid Washington State Driver's License.**

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III. CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:

Sponsors with five (5) or more apprentices must adopt an Equal Employment Opportunity (EEO) Plan and Selection Procedures (see Part D of chapter 296-05 WAC and 29 CFR Part 30).

The recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of race, sex, color, religion, creed, national origin, age, sexual orientation, marital status, veteran or military status, the presence of a disability or any other characteristic protected by law. The sponsor shall take positive action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required by the rules of the Washington State Apprenticeship and Training Council (chapter 296-05 WAC) and Title 29, Part 30 of the Code of Federal Regulations.

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A. Selection Procedures: **Exempt per WAC 296-05-405(1)(b), per Civil Service Rules.**

B. Equal Employment Opportunity Plan: **Exempt per WAC 296-05-405(1)(b), per Civil Service Rules.**

Discrimination Complaints.

Any apprentice or applicant for apprenticeship who believes they have been discriminated against may file a complaint (WAC 296-05-443).

IV. TERM OF APPRENTICESHIP:

The minimum term of apprenticeship must not be less than 2000 hours of reasonably continuous employment in each occupation identified in these Standards. The term of apprenticeship must be stated in hours of employment [WAC 296-05-316(1)].

The term of apprenticeship will be 48 months/8000 hours.

V. INITIAL PROBATIONARY PERIOD:

All apprentices are subject to an initial probationary period, stated in hours or months of employment for which they receive full credit toward completion of apprenticeship.

Advance credit/standing will not reduce the initial probationary period. The initial probationary period [WAC 296-05-316(22)]:

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1. Is the period following the apprentice's registration into the program and during which the apprentice's appeal rights are impaired. The initial probation must not exceed twenty percent (20%) of the term of apprenticeship or one year from date of registration, unless an exemption by the WSATC has been granted for longer probationary periods as specified by Civil Service or law.

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2. Is the period that the WSATC or the supervisor of apprenticeship may terminate an apprenticeship agreement at the written request by any affected party. The sponsor or the apprentice of the apprenticeship agreement may terminate the agreement without a hearing or stated cause. An appeal process is available to apprentices who have completed the initial probationary period.

The KCMT initial probation period is the first six months/1000 hours of the apprenticeship.

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VI. RATIO OF APPRENTICES TO JOURNEY LEVEL WORKERS:

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Supervision is the necessary education, assistance, and control provided by a journey-level employee that is on the same job site at least seventy-five percent of each working day, unless otherwise approved by the WSATC. The sponsor will assure that apprentices are under the supervision of competent and qualified journey-level workers on the job who are responsible for the work being performed, to ensure safety and training in all phases of the work. Apprentices will work the same hours as journey-level workers, EXCEPT where such hours may interfere with related/supplemental instruction [WAC 296-05-316(5)].

There will not be more than one (1) apprentice to every five (5) journey-level workers in each KCMT shop.

VII. APPRENTICE WAGES AND WAGE PROGRESSION:

The apprentice will be paid a progressively increasing schedule of wages based on specified percentages of journey-level wage consistent with skills acquired [WAC 296-05-316(27)]. These may be indicated in hours or monthly periods set by the sponsor. The entry wage will not be less than the minimum wage prescribed by the Fair Labor Standards Act, where applicable, unless a higher wage is required by other applicable federal law, state law, respective regulations, or by collective bargaining agreement.

The sponsor may accelerate, by an evaluation process, the advancement of apprentices who demonstrate abilities and mastery of the occupation to the level for which they are qualified. When the apprentice is granted advanced standing the sponsor must notify the employer/training agent of the appropriate wage per the wage progression schedule specified in these Standards.

Step	Number of hours/months	Percentage of journey-level rate
1	0000 – 2000 hours/ 0-12 months	70%
2	2001 – 4000 hours/ 12-24 months	80%
3	4001 – 6000 hours/ 24-36 months	90%
4	6001 – 8000 hours/ 36-48 months	95%

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VIII. WORK PROCESSES:

The apprentice shall receive on the job instruction and experience as is necessary to become a qualified journey-level worker versed in the theory and practice of the occupation covered by these Standards. The following is a condensed schedule of work experience, which every apprentice shall follow as closely as conditions will permit.

Employers/training agents shall only use registered apprentices to perform the work processes as stated in this section. [WAC 296-05-303(5)(f)]

<u>A. Heavy Duty Bus Mechanic</u>	<u>Approximate Hours</u>
1. Differential rebuild	126 hours
2. Electric Shop	411 hours
3. Engine Fuel and Air Components	126 hours
4. Engine Rebuild	632 hours
5. Machine Shop	190 hours
6. Small Component Rebuild	126 hours
7. Transmission Rebuild	632 hours
8. Charging and Starting Systems	253 hours
9. Engine T/S and Repairs	316 hours
10. Inspections (Diesel Coach)	190 hours
11. Transmission/Hybrid T/S and Repair	316 hours
12. Air and Brakes	1012 hours
13. Alignment and Suspension	316 hours
14. Axles, Differentials and Drivelines	190 hours
15. HVAC	379 hours
16. Lifts and Ramps	190 hours
17. Low Voltage Electrical	696 hours

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<p>RECEIVED BY L&I AC: <u>5-24-16 GP</u></p>	<p>18. Miscellaneous Repair 632 hours</p>
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<p>RECEIVED BY L&I AC: <u>6-2-16 GP</u></p>	<p>20. Current Collection 190 hours</p>
<p>E-MAIL RECEIVED BY CENTRAL OFFICE: <u>6-2-16 KR</u></p>	<p>21. ET Shop – Low Voltage, Fare box and Signs 65 hours</p>
	<p>22. High Voltage/Propulsion 569 hours</p>
	<p>23. Inspections (Trolley Coach) 190 hours</p>
	<p>Total Hours: 8,000</p>

IX. RELATED/SUPPLEMENTAL INSTRUCTION:

The apprentice must attend related/supplemental instruction (RSI). Time spent in related/supplemental instruction shall not be considered as hours of work and the apprentice is not required to be paid for time spent in related/supplemental instruction.

The sponsor and training agent must provide for instruction of the apprentice during the related/supplemental instruction in safe and healthful work practices in compliance with the Washington Industrial Safety and Health Act, and applicable federal and state regulations.

Clock hours of actual attendance by the apprentice in related/supplemental instruction classes at the community/technical college or other approved training locations shall be reported to the Department on a quarterly basis. Such reports will clearly identify paid versus unpaid and supervised versus unsupervised RSI time for industrial insurance purposes.

For industrial insurance purposes, the WSATC will be considered as the employer should any supervised apprentice, not being paid to attend RSI, sustain an injury while participating in related/supplemental classroom activity, or other directly related activity outside the classroom. The activities must be at the direction of the instructor.

In case of failure on the part of any apprentice to fulfill the obligation to attend RSI, the sponsor has authority to take disciplinary action (see Administrative/Disciplinary Procedures section).

The methods of related/supplemental training must consist of one or more of the following (please indicate by checking those that apply):

- () Supervised field trips

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- Approved training seminars (specify)
- A combination of home study and approved correspondence courses (specify)
- State Community/Technical college
- Private Technical/Vocational college
- Training trust
- Other (specify): **Classes approved by the KCMT Apprenticeship Committee**

(144) Minimum RSI hours per year defined per the following (see WAC 296-05-316(6)):

- twelve-month period from date of registration.*
- defined twelve-month school year: (insert month) through (insert month).
- two-thousand hours of on the job training.

**If no selection is indicated above, the WSATC will define RSI hours per twelve-month period from date of registration.*

Additional Information:

Apprentices will receive 1650 hours (Lake Washington Institute Of Technology) or 1936 hours (South Seattle Community College) of RSI (as directed by the KCMT Apprenticeship Committee) over the course of their apprenticeship. Please note, the RSI is delivered during the first two (2) years as part of the Heavy Duty Diesel program offered by the Washington State Community and Technical College system. Consequently, during years three (3) and four (4), they may not achieve the required 144 hours of RSI per year.

X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

RECEIVED BY L&I AC: 5-24-16 GP Sponsors may include in this section requirements and expectations of the apprentices and training agents and an explanation of disciplinary actions that may be imposed for noncompliance. The sponsor has the following disciplinary procedures that they may impose: Disciplinary Probation, Suspension, or Cancellation.

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Disciplinary Probation: A time assessed when the apprentice's progress is not satisfactory. During this time the program sponsor may withhold periodic wage advancements, suspend or cancel the apprenticeship agreement, or take further disciplinary action. A disciplinary probation may only be assessed after the initial probation is completed. During the disciplinary probation, the apprentice has the right to file an appeal of the sponsor's action with the WSATC (as described in WAC 296-05-009).

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Suspension: A suspension is a temporary interruption in progress of an individual's apprenticeship program that may result in the cancellation of the Apprenticeship Agreement. Could include temporarily not being allowed to work, go to school or take part in any activity related to the Apprenticeship Program until such time as the sponsor takes further action.

Cancellation: Refers to the termination of an apprenticeship agreement at the request of the apprentice, supervisor, or sponsor. [as described in WAC 296-05-316(22)].

A. General Procedures

1. Apprentices will be governed by the Labor Agreement, King County Metro Transit's Policies and Procedures, KCMT's Apprentice Mechanic 4 year track Program, and the State of Washington Apprenticeship and Training Council. The King County Metro Transit's Policies and Procedures shall be available from the Training Director.
2. Upon acceptance into the program, the Apprentice Mechanic shall be in possession of a starter set of tools (as determined by the KCMT Apprenticeship Committee). The list of starter tools shall be available from the Training Director.
3. The Program Coordinator, Chief and Lead Mechanic will be responsible for the hands on work at the base. They will work together with the apprentice to keep the apprentice on track and learning the needed skills.
4. Complaints shall be brought to any KCMT Apprenticeship Committee member or Training Director who will attempt to resolve the complaint immediately. However, the KCMT Apprenticeship Committee member or Training Director shall report all complaints to the KCMT Apprenticeship Committee at the next meeting whether resolved or not.
5. The apprentice will be required to take courses on all subjects as determined by the KCMT Apprenticeship Committee. Courses and fees will be paid by KCMT.
6. Apprentices will be required to complete Task Sheets for each area of hands on work as outlined in the Apprentice Program manual. The Apprentice Program Manual and Task Sheets shall be available from the Training Director.
7. Apprentices will be required to obtain a CDL class A license with a P1 endorsement and the air brake restriction removed, within the first 180 days of employment.
8. Apprentices are required to attend a college level Heavy Duty Diesel program (approved by the KCMT Apprenticeship Committee) and maintain a minimum quarterly GPA of 2.5.

B. Local Apprenticeship Committee Policies

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C. Complaint and Appeal Procedures:

All registered programs must establish procedures explaining the program's complaint review process. Complaints that involve matters covered by a collective bargaining agreement are not subject to the complaint review procedures in this section.

Complaint (after initial probation completed) – WAC 296-05-009 and 296-05-316(22)

- Prior to: 20 calendar days of intention of disciplinary action by a sponsor
- Sponsors must notify the apprentice in writing of action to be taken
 - Must specify the reason(s) for discipline, suspension, or cancellation
 - Decision will become effective immediately
 - Written reason(s) for such action must be sent to the apprentice

- Within: 30 calendar days request for reconsideration from the sponsor
- Apprentice to request sponsor to reconsider their action

- Within: 30 calendar days of apprentice's request for reconsideration
- Sponsor must provide written notification of their final decision

If apprentice chooses to pursue the complaint further:

- Within: 30 calendar days of final action
- Apprentice must submit the complaint in writing to the Department
 - Must describe the controversy and provide any backup information
 - Apprentice must also provide this information to the local sponsor

- Within: 30 business days for supervisor to complete investigation
- If no settlement is agreed upon during investigation, then supervisor must issue a written decision resolving the controversy when the investigation is concluded

If the apprentice or sponsor disputes supervisor decision:

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- Within: 30 calendar days of supervisor's decision, request for WSATC hearing
- Request must be in writing
 - Must specify reasons supporting the request
 - Request and supporting documents must be given to all parties
 - WSATC must conduct the hearing in conjunction with the regular quarterly meeting
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- Within: 30 calendar days after hearing
- WSATC to issue written decision

XI. COMMITTEE – RESPONSIBILITIES AND COMPOSITION

NOTE: The following is an overview of the requirements associated with administering an apprenticeship committee and/or program. These provisions are to be used with the corresponding RCW and/or WAC.

The sponsor is the policymaking and administrative body responsible for the operation and success of this apprenticeship program. A committee is responsible for the day-to-day operations of the apprenticeship program and they must be knowledgeable in the process of apprenticeship and/or the application of chapter 49.04 RCW and chapter 296-05 WAC. Sponsors must develop procedures for:

- A. Committee Operations (WAC 296-05-316): (Not applicable for Plant Programs)
Convene meetings at least three times per year of the program sponsor and apprenticeship committee attended by a quorum of committee members as defined in the approved Standards. If the committee does not indicate its definition of quorum, the interpretation will be “50% plus 1” of the approved committee members. Conference call meetings may be conducted in lieu of regular meetings but must not exceed the number of attended meetings and no disciplinary action can be taken during conference call meetings.

B. Program Operations (Chapter 296-05 WAC - Part C & D):

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1. The program sponsor will record and maintain records pertaining to the administration of the apprenticeship program and make them available to the WSATC or Department on request.

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Records required by WAC 296-05-400 through 455 (see Part D of chapter 296-05 WAC) will be maintained for five (5) years; all other records will be maintained for three (3) years.

2. The sponsor will submit to the Department through the assigned state apprenticeship consultant the following list:

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Forms are available on line at <http://www.lni.wa.gov/TradesLicensing/Apprenticeship/FormPub/default.asp> or from your assigned apprenticeship consultant.

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- Apprenticeship Agreements – within first 30 days of employment
- Authorization of Signature forms - as necessary
- Approved Training Agent Agreements (sponsor approving or canceling) – within 30 days

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- Minutes of Apprenticeship Committee Meetings – within 30 days of meeting (not required for Plant program)
- Request for Change of Status - Apprenticeship/Training Agreement and Training Agents forms – within 30 days of action by sponsor.
- Journey Level Wage Rate – annually, or whenever changed
- Request for Revision of Standards - as necessary
- Request for Revision of Committee - as necessary
- Related Supplemental Instruction (RSI) Hours Reports (Quarterly):
 - 1st quarter: January through March, by April 10
 - 2nd quarter: April through June, by July 10
 - 3rd quarter: July through September, by October 10
 - 4th quarter: October through December, by January 10
- On-the-Job Work Hours Reports (bi-annual)
 - 1st half: January through June, by July 30
 - 2nd half: July through December, by January 31

3. The program sponsor will adopt, as necessary, local program rules or policies to administer the apprenticeship program in compliance with these Standards that must be submitted for Department approval and updating these Standards. The apprenticeship program manager may administratively approve requests for revisions in the following areas of the Standards:

- Program name
- Sponsor's introductory statement (if applicable)
- Section III: Conduct of Program Under Washington Equal Employment Opportunity Plan
- Section VII: Apprentice Wages and Wage Progression
- Section IX: Related/Supplemental Instruction
- Section XI: Committee - Responsibilities and Composition (including opening statements)
- Section XII: Subcommittees
- Section XIII: Training Director/Coordinator

4. The sponsor will utilize competent instructors as defined in WAC 296-05-003 for related/supplemental instruction. Furthermore, the sponsor will ensure each instructor has training in teaching techniques and adult learning styles, which may occur before or within one year after the apprenticeship instructor has started to provide instruction.

C. Management of Apprentices:

1. Each apprentice (and, if under 18 years of age, the parent or guardian) will sign an apprenticeship agreement with the sponsor, who will then register the agreement, with the Department before the apprentice attends the related/supplemental instruction classes, or within the first 30 days of employment as an apprentice. For the purposes of industrial insurance coverage and prevailing wage exemption

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under RCW 39.12.021, the effective date of registration will be the date the agreement is received by the Department.

The Department must be notified within 30 days of program approval, of all requests for disposition or modification of agreements, with a copy of the minutes approving the changes, which may be:

- Certificate of completion
- Additional credit
- Suspension (i.e. military service or other)
- Reinstatement
- Cancellation and/or
- Corrections

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2. Rotate apprentices in the various processes of the skilled occupation to ensure the apprentice is trained to be a competent journey-level worker.
3. Periodically review and evaluate apprentices before advancement to the apprentice's next wage progression period. The evidence of such advancement will be the record of the apprentice's progress on the job and during related/supplemental instruction.
4. The sponsor has the obligation and responsibility to provide, insofar as possible, continuous employment for all apprentices in the program. The sponsor may arrange to transfer an apprentice from one training agent to another or to another sponsor when the sponsor is unable to provide reasonably continuous employment, or they are unable to provide apprentices the diversity of experience necessary for training and experience in the various work processes as stated in these Standards. The new sponsor or training agent will assume all the terms and conditions of these Standards. If, for any reason, a layoff of an apprentice occurs, the apprenticeship agreement will remain in effect unless canceled by the sponsor.
5. An apprentice who is unable to perform the on-the-job portion of apprenticeship training may, if the apprentice so requests and the sponsor approves, participate in related/supplemental instruction, subject to the apprentice obtaining and providing to the sponsor written requested document/s for such participation. However, time spent will not be applied toward the on-the-job portion of apprenticeship training.
6. Hear and adjust all complaints of violations of apprenticeship agreements.
7. Upon successful completion of apprenticeship, as provided in these Standards, and passing the examination that the sponsor may require, the sponsor will recommend that the WSATC award a Certificate of Completion of Apprenticeship. The program will make an official presentation to the apprentice that has successfully completed his/her term of apprenticeship.

KING COUNTY METRO TRANSIT/ATU 587 APPRENTICESHIP COMMITTEE

D. Training Agent Management:

1. Offer training opportunities on an equal basis to all employers and apprentices. Grant equal treatment and opportunity for all apprentices through reasonable working and training conditions and apply those conditions to all apprentices uniformly. Provide training at a cost equivalent to that incurred by currently participating employers and apprentices. Not require an employer to sign a collective bargaining agreement as a condition of participation.
2. Determine the adequacy of an employer to furnish proper on-the-job training in accordance with the provisions of these Standards. Require all employers requesting approved training agent status to complete an approved training agent agreement and comply with all federal and state apprenticeship laws and the appropriate apprenticeship Standards.
3. Submit approved training agent agreements to the Department with a copy of the agreement and/or the list of approved training agents within thirty days of committee approval. Submit rescinded approved training agent agreements and/or the list of approved training agents to the Department within thirty days of said action.

RECEIVED BY L&I AC:

5-24-16 GP

E-MAIL RECEIVED BY
CENTRAL OFFICE:

5-31-16 KR

RECEIVED BY L&I AC:

6-2-16 GP

E-MAIL RECEIVED BY
CENTRAL OFFICE:

6-2-16 KR

E. Composition of Committee: (see WAC 296-05-313)

Apprenticeship committees must be composed of an equal number of management and non-management representatives composed of at least four members but no more than twelve. If the committee does not indicate its definition of a quorum, the interpretation will be "50% plus 1" of the approved committee members.

Apprenticeship committees shall elect a chairperson and a secretary who shall be from opposite interest groups, i.e., chairperson-employers; secretary-employees, or vice versa; EXCEPT, this does not apply where the Registration Agency represents the apprentice(s).

For plant programs the WSATC or the Department designee will act as the employee representative.

Quorum: A Quorum shall consist of two members present from Management and two from the Union.

Program type administered by the committee: **Individual Joint**

The Joint KCMT Apprenticeship Committee shall consist of equal members of Local 587 and Management.

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KING COUNTY METRO TRANSIT/ATU 587 APPRENTICESHIP COMMITTEE

The employer representatives shall be:

**George Stites,
Superintendent of Fleet Engineering
11911 East Marginal Way S.
Tukwila, WA 98168**

**Dan Brand - Chairman
Transit Maintenance Analyst
11911 East Marginal Way S.
Tukwila, WA 98168**

**Elie Kourdahi,
Vehicle Maintenance Superintendent
11911 East Marginal Way S.
Tukwila, WA 98168**

The employee representatives shall be:

**Mike Rochon - Secretary
587 E-Board Member
2815 Second Ave Suite 203
Seattle, WA 98121**

**Cory Rigtrup
587 E-Board Member
2815 Second Ave Suite 203
Seattle, WA 98121**

**Patrick Murray
587 E-Board Member
2815 Second Ave Suite 203
Seattle, WA 98121**

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5-31-16 KR

E-MAIL RECEIVED BY
CENTRAL OFFICE:

6-2-16 KR

XII. SUBCOMMITTEE:

Subcommittee(s) approved by the Department, represented equally from management and non-management, may also be established under these Standards, and are subject to the main committee. All actions of the subcommittee(s) must be approved by the main committee.

None

XIII. TRAINING DIRECTOR/COORDINATOR:

The sponsor may employ a person(s) as a full or part-time training coordinator(s)/training director(s). This person(s) will assume responsibilities and authority for the operation of the program as are delegated by the sponsor.

**Dan Brand,
Transit Maintenance Analyst
11911 East Marginal Way S.
Tukwila, WA 98168**

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6/8/16 KR

KING COUNTY METRO TRANSIT/ATU 587 APPRENTICESHIP COMMITTEE

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5-31-16 KR

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6-2-16 KR

Department of Labor & Industries
Apprenticeship Section
PO Box 44530
Olympia WA 98504-4530



Journey Level Wage Rate

From which apprentices' wages rates are computed

TO: Washington State Apprenticeship & Training Council

From KING COUNTY METRO TRANSIT/ATU 587 APPRENTICESHIP COMMITTEE
(NAME OF STANDARDS)

Occupations	County(s)	Journey Level Wage Rate	Effective Date:
Heavy Duty Bus Mechanic	King	\$36.79/hr	Nov 2015

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5/24/16 GP

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CENTRAL OFFICE:
5/31/16 KR

Department of Labor and Industries
 Apprenticeship Section
 PO Box 44530
 Olympia WA 98504-4530



Apprenticeship Committee Representative Qualification Information Experience & Education History

NAME OF PROGRAM/SPONSOR:	King County Metro Transit /ATU 587 Apprenticeship Committee
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Committee Representative Name: Dan Brand
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WORK EXPERIENCE			
POSITION (Most recent first)	EMPLOYER / ORGANIZATION	FROM: (Month & Year)	TO: (Month & Year)
Transit Maintenance Analyst	KCMT	11/2001	Present
Mechanic	KCMT	1/1979	11/2001
Mechanic Trainee	KCMT	1/1977	12/1978
Equipment Serviceman	KCMT	10/1974	12/1976
Custodian	KCMT	9/1974	9/1974

EDUCATION HISTORY				
Name and Location of Training and/or School	Month/Year Attended From	Month/Year Attended To	Program of Study	Type of Certificate or Degree Awarded, if any
Metro Transit Auto Machinist Trainee	1/1977	12/1978	Metro Transit Auto Machinist	Cert of Completion
International Correspondence School	1/1977	12/1978	Metro Transit Auto Machinist	Cert of Completion

OTHER TECHNICAL CERTIFICATIONS or LICENSES HELD	
ASE Master Transit Bus Technician	RECEIVED BY L&I AC: <u>5/24/16 GP</u>
ASE Master Medium/Heavy Duty Truck Technician	
CDL Class A	E-MAIL RECEIVED BY CENTRAL OFFICE: <u>5/31/16 KR</u>
Forklift Certification	
EPA 608-609 AC Certification	
Numerous vendor training certifications, Cummins, Detroit, Caterpillar, New Flyer, Gillig, Breda, Ford, GM	

Sponsors may attach additional pages if necessary.



Apprenticeship Committee Representative Qualification Information Experience & Education History

NAME OF PROGRAM/SPONSOR:	King County Metro Transit/ATU 587 Apprenticeship Committee
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Committee Representative Name: George Stites

WORK EXPERIENCE			
POSITION (Most recent first)	EMPLOYER / ORGANIZATION	FROM: (Month & Year)	TO: (Month & Year)
Superintendent of Fleet Engineering	King County Metro	09/99	01/16
Chief of Training	King County Metro	09/96	09/99
Lead Mechanic	King County Metro	04/93	09/96
Mechanic	King County Metro	02/87	04/93
Field Mechanic	Max J Kuney	02/83	02/87
Field Mechanic	Evans Engine & Equipment	06/76	02/83

EDUCATION HISTORY				
Name and Location of Training and/or School	Month/Year Attended		Program of Study	Type of Certificate or Degree Awarded, if any
	From	To		
Eastern Washington State	09/69	06/70	General	

OTHER TECHNICAL CERTIFICATIONS or LICENSES HELD
Class A CDL
Factory training in: engines, transmissions, hydraulics, air systems, steering & alignments, HVAC, electrical, PLC systems, suspension.
RECEIVED BY L&I AC: <u>5/24/16 GP</u>
E-MAIL RECEIVED BY CENTRAL OFFICE: <u>5/31/16 KR</u>

Department of Labor and Industries
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Apprenticeship Committee Representative Qualification Information Experience & Education History

NAME OF PROGRAM/SPONSOR:	King County Metro Transit/ATU 587 Apprenticeship Committee
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Committee Representative Name: Elie Kourdahi

WORK EXPERIENCE			
POSITION (Most recent first)	EMPLOYER / ORGANIZATION	FROM: (Month & Year)	TO: (Month & Year)
Superintendent of VM	King County Metro Transit	5-2002	1-2016
Fleet Analyst	King County Metro Transit	6-1997	5-2002
Mechanic	King County Metro Transit	6-1991	5-1997

EDUCATION HISTORY				
Name and Location of Training and/or School	Month/Year Attended		Program of Study	Type of Certificate or Degree Awarded, if any
	From	To		
Lebanese Technical Institute	1979	1982	Mechanical Engineering	
Central College	1978	1979	College Prep	
Central Catholic High School	1975	1978	High school	

OTHER TECHNICAL CERTIFICATIONS or LICENSES HELD
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Sponsors may attach additional pages if necessary.



Apprenticeship Committee Representative Qualification Information Experience & Education History

NAME OF PROGRAM/SPONSOR:	King County Metro Transit/ATU 587 Apprenticeship Committee
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Committee Representative Name: Cory Rigtrup

WORK EXPERIENCE			
POSITION (Most recent first)	EMPLOYER / ORGANIZATION	FROM: (Month & Year)	TO: (Month & Year)
Mechanic	King County Metro Transit	4/05	Present
Mechanic	Piere Dodge	5/03	4/05
Mechanic	Renton Dodge	2/01	5/03
Mechanic	Bellevue Dodge	10/98	2/01
Mechanic	Eastside Chrysler/Jeep	11/97	10/98
Mechanic	West Seattle Chrysler/Jeep	5/96	11/97

EDUCATION HISTORY				
Name and Location of Training and/or School	Month/Year Attended		Program of Study	Type of Certificate or Degree Awarded, if any
	From	To		
Green River Community College	9/93	1/95	Auto Mechanics	

OTHER TECHNICAL CERTIFICATIONS or LICENSES HELD
CDL Class A
RECEIVED BY L&I AC: <u>5/24/16 GP</u>
E-MAIL RECEIVED BY CENTRAL OFFICE: <u>5/31/16 KR</u>

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Apprenticeship Committee Representative Qualification Information Experience & Education History

NAME OF PROGRAM/SPONSOR:	King County Metro Transit/ATU 587 Apprenticeship Committee
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Committee Representative Name: Mike Rochon

WORK EXPERIENCE			
POSITION (Most recent first)	EMPLOYER / ORGANIZATION	FROM: (Month & Year)	TO: (Month & Year)
Transit Parts Specialist	King County Metro Transit	11/78	1/16

EDUCATION HISTORY			
Name and Location of Training and/or School	Month/Year Attended	Program of Study	Type of Certificate or Degree Awarded, if any
	From To		

OTHER TECHNICAL CERTIFICATIONS or LICENSES HELD
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Sponsors may attach additional pages if necessary.

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Apprenticeship Committee Representative Qualification Information Experience & Education History

NAME OF PROGRAM/SPONSOR:	King County Metro Transit /ATU 587 Apprenticeship Committee
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Committee Representative Name: Patrick Murray

WORK EXPERIENCE			
POSITION (Most recent first)	EMPLOYER / ORGANIZATION	FROM: (Month & Year)	TO: (Month & Year)
Lead Mechanic	KCMT	May 2015	Current
Mechanic	KCMT	Sep 2006	May 2015
Transit Parts Specialist	KCMT	Sep 2004	Sep 2006
Recovery Op/Trainer	Pete's Towing Service	Aug 2002	Aug 2015
Welder/Fabricator	Petersen Northwest	Aug 2000	Jan 2003

EDUCATION HISTORY				
Name and Location of Training and/or School	Month/Year Attended		Program of Study	Type of Certificate or Degree Awarded, if any
	From	To		
South Seattle Comm College	Sep 04	Sep 06	Heavy Duty Diesel Technology	AAST

OTHER TECHNICAL CERTIFICATIONS or LICENSES HELD	
CDL	
Lift truck operator	RECEIVED BY L&I AC: <u>5/24/16 GP</u>
Heavy Duty Recovery Operator	
Light Duty Recovery Operator	E-MAIL RECEIVED BY CENTRAL OFFICE: <u>5/31/16 KKR</u>
Car Carrier & Industrial Carrier Operator	
Welding Certs	

Sponsors may attach additional pages if necessary.

RECEIVED BY L&I AC:
6/7/16 GP

E-MAIL RECEIVED BY
CENTRAL OFFICE:
6/8/16 KR

Apprenticeship Related/Supplemental Instruction (RSI) Plan Review

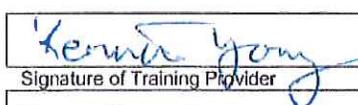
Program Sponsor: King County Metro Transit /ATU 587 Apprenticeship Committee		RECEIVED BY L&I AC: 5-24-16 GP
Skilled Occupational Objective: Heavy Duty Bus Mechanic		
Term/OJT Hours: 8000	Total RSI Hours: 1650	E-MAIL RECEIVED BY CENTRAL OFFICE: 5-31-16 KR
Training Provider: Lake Washington Institute Of Technology		

- By the signature placed below, the **program sponsor** agrees to provide the prescribed RSI for each registered apprentice and assures that:
 - The RSI content and delivery method is and remains reasonably consistent with the latest occupational practices, improvements, and technical advances.
 - The RSI is coordinated with the on-the-job work experience.
 - The RSI is provided in safe and healthful work practices in compliance with WISHA and applicable federal and state regulations.

RECEIVED BY L&I AC:
6-7-16 GP

	Dan Brand - Chairman	E-MAIL RECEIVED BY CENTRAL OFFICE: 6-9-16 KR
Signature of Program Sponsor	Print Name	

- By the signature placed below, the **training provider** assures that:
 - The RSI will be conducted by instructors who meet the qualifications of "competent instructor" as described in WAC 296-05-003.
 - Has demonstrated a satisfactory employment performance in his/her occupation for a minimum of three years beyond the customary learning period for that occupation; and
 - Meets the State Board for Community and Technical Colleges requirements for a professional-technical instructor (see WAC 131-16-080 through -094), or be a subject matter expert, which is an individual, such as a journey worker, who is recognized within the industry as having expertise in a specific occupation; and
 - Has training in teaching techniques and adult learning styles, which may occur before or within one year after the apprenticeship instructor has started to provide the related technical instruction.
 - If using alternative forms of instruction, such as correspondence, electronic media, or other self-study, such instruction is clearly defined.

 5-2-16	Kenneth Young
Signature of Training Provider	Print Name
Dean of Instruction	Lake Washington Institute of Technology
Title	Organization

(If additional training providers, please provide information and signatures on next page.)

SBCTC Program Administrator has reviewed RSI plan and recommendations of the Trade Committee.

Signature of SBCTC Program Administrator	Print Name	Date
--	------------	------

SBCTC recommends approval SBCTC recommends return to sponsor

[F100-519-000 RSI - Apprenticeship Related Supplemental Instruction \(RSI\) Plan Review Glossary of term](#)
[F100-521-000 Apprenticeship Related Supplemental Instruction \(RSI\) Plan Review Criteria](#)

Additional training provider (if necessary)

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Signature of Training Provider

Print Name

--	--

Title

Organization

Additional training provider (if necessary)

--	--

Signature of Training Provider

Print Name

--	--

Title

Organization

Additional training provider (if necessary)

--	--

Signature of Training Provider

Print Name

--	--

Title

Organization

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CENTRAL OFFICE:

6/8/16 KR

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5/24/16 GP

E-MAIL RECEIVED BY
CENTRAL OFFICE:

5/31/16 KR

RECEIVED BY L&I AC:

6/7/16 GP

E-MAIL RECEIVED BY
CENTRAL OFFICE:

6-9-16 KR

6/7/16 GP

Program Sponsor: King County Metro (KCM)/ATU 587 Apprenticeship Committee	E-MAIL RECEIVED BY CENTRAL OFFICE:
Skilled Occupational Objective: Heavy Duty Bus Mechanic	6/8/16 KR

NOTE: The description of each element must be in sufficient detail to provide adequate information for review by the SBCTC and review committee.

Describe minimum hours of study per year in terms of (check one):

- 12-month period from date of registration
 Defined 12-month school year
 2,000 hours of on-the-job training

RECEIVED BY L&I AC:

5/24/16 GP

E-MAIL RECEIVED BY
CENTRAL OFFICE:

5/31/16 KR

Element/course: Tran 110	Planned Hours: 33
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute of Technology	RECEIVED BY L&I AC: 6-7-16 GP
Description of element/course: Computer Basics/Transportation Trades This course focuses on computer basics, keyboarding and industry applications. This course teaches to the global outcome of Information and Technical Literacy	E-MAIL RECEIVED BY CENTRAL OFFICE: 6-9-16 KR

Element/course: Tran 112	Planned Hours: 88
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute of Technology	
Description of element/course: Shop and Business Practices This course focuses on beginning and advanced objectives dealing with industry expectations, tools, precision measurements, fasteners, safety, power tools, equipment, industrial first aid, and related topics. This course teaches to the global outcomes of Teamwork, Communication, and Global & Cultural Awareness.	

Element/course: Tran 113	Planned Hours: 66
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute of Technology	
Description of element/course: Basic Electrical Systems This course focuses on basic electrical concepts and processes and other related objectives needed to be able to succeed in Transportation Technology classes. This course teaches to the global outcome of Critical Thinking.	

Element/course: Tran 125	Planned Hours: 88
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute of Technology	
Description of element/course: Mechanical Principles This course focuses on the principles and safety of welding and refrigeration. This course teaches to the global outcome of Critical Thinking.	

Element/course: DHET122	Planned Hours: 77
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Hours:

Mode of Instruction (please check all that apply):

Classroom Lab On-line Self-study

Provided by: Lake Washington Institute of Technology

Description of element/course:

Welding Applications

A study of welding procedures with a focus on developing skills needed for fabrication and repair of heavy equipment and trucks.

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CENTRAL OFFICE:

5-31-16 KR

RECEIVED BY L&I AC:

6-7-16 GP

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CENTRAL OFFICE:

6-9-16 KR

6/7/16 GP

Program Sponsor: KingCountyMetroTransit/ATU587ApprenticeshipCommittee	E-MAIL RECEIVED BY CENTRAL OFFICE:
Skilled Occupational Objective: Heavy Duty Bus Mechanic	6/8/16 KR

NOTE: The description of each element must be in sufficient detail to provide adequate information for review by the SBCTC and review committee.

Describe minimum hours of study per year in terms of (check one):

- 12-month period from date of registration
- Defined 12-month school year
- 2,000 hours of on-the-job training

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5-24-16 GP

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CENTRAL OFFICE:
5-31-16 KR

Element/course: DHET 123	Planned Hours: 66
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	RECEIVED BY L&I AC: 6-7-16 GP
Description of element/course: Heavy Duty Electrical Systems The study of heavy duty electrical systems and sub-systems with a focus on design, repair, inspection, removal and installation. Hands-on troubleshooting and test equipment usage.	E-MAIL RECEIVED BY CENTRAL OFFICE: 6-9-16 KR

Element/course: DHET 124	Planned Hours: 77
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	
Description of element/course: Electronic Applications The study of electronic systems and sub-systems used with a focus on design, repair, inspection, removal and installation. Hands-on troubleshooting and test equipment usage. This course teaches to the global outcome of communication.	

Element/course: DHET 125	Planned Hours: 55
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	
Description of element/course: Basic Maintenance The study of maintenance requirements and recommended procedures related to heavy equipment and trucks. Hands-on guided practice included. This course teaches to the Global Outcome of Teamwork.	

Element/course: DHET 131	Planned Hours: 55
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	
Description of element/course: Engine Principles/Components The study of internal combustion engine operating principles for two cycle and four cycle application. Includes major component identification and function as well as OEM terminology.	

Element/course: DHET 132	Planned Hours: 55
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~~6/7/16 GP~~

Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	E-MAIL RECEIVED BY CENTRAL OFFICE: 6/8/16 KR
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Description of element/course: Gasoline/Liquid Propane Gas Systems The study of gasoline and liquid propane fueled engines. Combustion processes, engine subsystems maintenance, repair, adjustments. Includes application and installation requirements.	RECEIVED BY L&I AC: 5/24/16 GP
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Element/course: DHET 133	Planned Hours: 55
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Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	E-MAIL RECEIVED BY CENTRAL OFFICE: 5/31/16 KR
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Description of element/course: Diesel Systems The study of diesel fueled engines, combustion processes, engine subsystems maintenance, repair, and adjustments. Includes application and installation requirements This course teaches to the Global Outcome of Information and Technical Literacy.	
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Element/course: DHET 134	Planned Hours: 55
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Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	RECEIVED BY L&I AC: 6-7-16 GP
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Description of element/course: Fuel Injection The study of fuel injection systems. Includes operating principles, component identification, maintenance, repair, installation, and application.	E-MAIL RECEIVED BY CENTRAL OFFICE: 6-9-16 KR
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Element/course: DHET 135	Planned Hours: 55
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Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	
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Description of element/course: Diagnostics/Adjustments/Emissions The study of electronically controlled engine subsystems. Includes operating principles, component identification maintenance, trouble-shooting, computer diagnostics, repair, installation techniques, Emissions and controls.	
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Element/course: DHET 211	Planned Hours: 110
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Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	
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Description of element/course: Hydraulic Fluid Power I This course is an introduction to hydraulic fluid power basic laws and fluid characteristics, system components, identification and application.	
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Element/course: DHET 213	Planned Hours: 110
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Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	
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Description of element/course: Hydraulic Fluid Power II A continuation of the study of fluid power with focus on troubleshooting, maintenance, and system integration. Includes schematic	
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interpretation.

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Element/course: DHET 214

Planned Hours: 55

Mode of Instruction (please check all that apply):

Classroom Lab On-line Self-study

Provided by: Lake Washington Institute Of Technology

RECEIVED BY L&I AC:

5-24-16 GP

Description of element/course:

Diesel Mechanical Practices

A study of the concepts of force and work applied to mechanical, fluid, and thermal energy systems. The course includes problem-solving and workplace applications.

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5-3-16 KR

Element/course: DHET 221

Planned Hours: 55
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Mode of Instruction (please check all that apply):

Classroom Lab On-line Self-study

Provided by: Lake Washington Institute Of Technology

6-7-16 GP

Description of element/course:

Power Trains/Standard

The study of clutches, manual transmissions, drivelines, U-joints and differentials. Includes operation, maintenance, disassembly, re-assembly and installation.

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Element/course: DHET 222

Planned Hours: 110

Mode of Instruction (please check all that apply):

Classroom Lab On-line Self-study

Provided by: Lake Washington Institute Of Technology

Description of element/course:

Power Trains/Power Shift

The study of power shift transmissions, torque converters and machine steering systems. Includes instruction in maintenance, repair, installation and application.

Element/course: DHET 223

Planned Hours: 55

Mode of Instruction (please check all that apply):

Classroom Lab On-line Self-study

Provided by: Lake Washington Institute Of Technology

Description of element/course:

Traction and Components

The study of traction and related components and undercarriage systems. Includes instruction in maintenance, adjustment, removal and installation.

Element/course: DHET 231

Planned Hours: 88

Mode of Instruction (please check all that apply):

Classroom Lab On-line Self-study

Provided by: Lake Washington Institute Of Technology

Description of element/course:

Steering/Suspension/Frames

The study of heavy duty steering, suspension, and frame systems with a focus on terminology, application, inspection, repair and adjustment procedures.

Element/course: DHET 232

Planned Hours: 99

Mode of Instruction (please check all that apply):

<input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology
Description of element/course: Pneumatics A study of pneumatic system components such as wiper motors, brake valves, air springs and locking mechanisms. Includes instruction in application, maintenance, repair, installation and schematic interpretation.

Element/course: DHET 233	Planned Hours: 88
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology	
Description of element/course: Foundation Brakes The study of foundation brake systems and components including purpose, nomenclature, repair, maintenance, adjustment, and drivability complaint diagnosis.	

Element/course:
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: Lake Washington Institute Of Technology
Description of element/course:

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Apprenticeship Related/Supplemental Instruction (RSI) Plan Review

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Program Sponsor: King County Metro Transit /ATU 587 Apprenticeship Committee	
Skilled Occupational Objective: Heavy Duty Bus Mechanic	
Term/OJT Hours: 8000	Total RSI Hours: 1936
Training Provider: South Seattle Community College	

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- By the signature placed below, the **program sponsor** agrees to provide the prescribed RSI for each registered apprentice and assures that:
 - The RSI content and delivery method is and remains reasonably consistent with the latest occupational practices, improvements, and technical advances.
 - The RSI is coordinated with the on-the-job work experience.
 - The RSI is provided in safe and healthful work practices in compliance with WISHA and applicable federal and state regulations.

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Signature of Program Sponsor

Dan Brand - Chairman

Print Name

E-MAIL RECEIVED BY CENTRAL OFFICE:

- By the signature placed below, the **training provider** assures that:
 - The RSI will be conducted by instructors who meet the qualifications of "competent instructor" as described in WAC 296-05-003.
 - Has demonstrated a satisfactory employment performance in his/her occupation for a minimum of three years beyond the customary learning period for that occupation; and
 - Meets the State Board for Community and Technical Colleges requirements for a professional-technical instructor (see WAC 131-16-080 through -094), or be a subject matter expert, which is an individual, such as a journey worker, who is recognized within the industry as having expertise in a specific occupation; and
 - Has training in teaching techniques and adult learning styles, which may occur before or within one year after the apprenticeship instructor has started to provide the related technical instruction.
 - If using alternative forms of instruction, such as correspondence, electronic media, or other self-study, such instruction is clearly defined.

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Signature of Training Provider

Duncan Burgess

Print Name

Dean

Title

South Seattle Community College

Organization

(If additional training providers, please provide information and signatures on next page.)

SBCTC Program Administrator has reviewed RSI plan and recommendations of the Trade Committee.

Signature of SBCTC Program Administrator	Print Name	Date
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SBCTC recommends approval SBCTC recommends return to sponsor

F100-519-000 RSI - Apprenticeship Related Supplemental Instruction (RSI) Plan Review Glossary of term

F100-521-000 Apprenticeship Related Supplemental Instruction (RSI) Plan Review Criteria

Additional training provider (if necessary)

Signature of Training Provider	Print Name
Title	Organization

Additional training provider (if necessary)

Signature of Training Provider	Print Name
Title	Organization

Additional training provider (if necessary)

Signature of Training Provider	Print Name
Title	Organization

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Program Sponsor: King County Metro (KCM)/ATU 587 Apprenticeship Committee
Skilled Occupational Objective: Heavy Duty Bus Mechanic

NOTE: The description of each element must be in sufficient detail to provide adequate information for review by the SBCTC and review committee.

Describe minimum hours of study per year in terms of (check one):

- 12-month period from date of registration
- Defined 12-month school year
- 2,000 hours of on-the-job training

Element/course: MVM 101	Planned Hours: 132
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: South Seattle Community College	
Description of element/course: Introduction to Motor Vehicle Technology I Contents include: safety and MSDS; tools and equipment; looking for information; repair orders, repair manuals and parts and time estimating guides; component identification; component theory and fasteners. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.	RECEIVED BY L&I AC: <u>6/7/16 GP</u> E-MAIL RECEIVED BY CENTRAL OFFICE: <u>6/9/16 KR</u>

Element/course: HDM 171	Planned Hours: 11
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: South Seattle Community College	
Description of element/course: Lift Truck Operator Contents include: learn: current fork lift regulations, lift truck operating theory; diagnosing problems encountered with moving loads with a fork lift, safe use of a lift truck and the ability to obtain a lift truck operator's safety certification card. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study. STUDENT MAY TEST OUT IF THEY CAN DEMONSTRATE THE ABILITY TO DO SO	RECEIVED BY L&I AC: <u>6/7/16 GP</u> E-MAIL RECEIVED BY CENTRAL OFFICE: <u>6/8/16 KR</u>

Element/course: BUS 160	Planned Hours: 77
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: South Seattle Community College	
Description of element/course: Introduction to Computing for Technical Programs This course focuses on introducing students to keyboarding, word processing, spreadsheet applications, graphic presentations and performing Internet research. In addition, students will become familiar with industry specific software	RECEIVED BY L&I AC: <u>5/24/16 GP</u> E-MAIL RECEIVED BY CENTRAL OFFICE: <u>5/31/16 KR</u>

Element/course: HDM 100	Planned Hours: 143
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: South Seattle Community College	

Description of element/course:

Preventive Maintenance and Inspection

Contents include: safety, hand tools, power tools, measuring tools as well as machinery and equipment used in the repair of both trucks and equipment found in the heavy duty diesel industry. Inspection and maintenance are also a major part of this course. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.

Element/course: HDM 105	Planned Hours: 143
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Mode of Instruction (please check all that apply):

Classroom Lab On-line Self-study

Provided by: South Seattle Community College

Description of element/course:

Heavy Duty Diesel Welding

Contents include: safety in welding, be able to demonstrate proficiency in: oxy-acetylene welding, oxy-acetylene brazing, oxy-acetylene cutting, plasma cutting, arc welding, MIG welding as well as TIG welding. Determine which type of welding process is to be used when joining various types of metals in different situations. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit

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Program Sponsor:	King County Metro Transit/ATU 587 Apprenticeship Committee	E-MAIL RECEIVED BY CENTRAL OFFICE:
Skilled Occupational Objective:	Heavy Duty Bus Mechanic	6/8/16 KR

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NOTE: The description of each element must be in sufficient detail to provide adequate information for review by the SBCTC and review committee.

Describe minimum hours of study per year in terms of (check one):

- 12-month period from date of registration
- Defined 12-month school year
- 2,000 hours of on-the-job training

Element/course:	HDM 110	Planned Hours:	143
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: South Seattle Community College			
Description of element/course: Introduction to Electrical Contents include: electrical theory, diagnosing electrical system problems, as well as removal, repair and installation of electrical components from vehicles. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.			

Element/course:	HDM 115	Planned Hours:	143
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: South Seattle Community College			
Description of element/course: Advanced Electrical Contents include: electrical theory, diagnosing electrical system problems, as well as removal, repair and installation of electrical components from vehicles. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.			

Element/course:	HDM 120	Planned Hours:	143
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study Provided by: South Seattle Community College			
Description of element/course: Tires, Alignment, Steering and Suspension Contents include: tires, alignment, steering and suspension theory; diagnosing tires, alignment, steering and suspension system problems, as well as removal, repair and installation of tires, alignment, steering and suspension components from vehicles. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.			

Element/course:	HDM 125	Planned Hours:	143
Mode of Instruction (please check all that apply): <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Lab <input type="checkbox"/> On-line <input type="checkbox"/> Self-study			

Provided by: South Seattle Community College

Description of element/course:
 Hydraulic and Air Brakes

Contents include: hydraulic and air brake theory; diagnosing hydraulic and air brake system problems, as well as removal, repair and installation of hydraulic and air brake components from vehicles. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.

Element/course: HDM 130

Planned Hours: 143

Mode of Instruction (please check all that apply):
 Classroom Lab On-line Self-study

Provided by: South Seattle Community College

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Description of element/course:
 Hydraulics & Pneumatics

Contents include: hydraulic and pneumatic theory, diagnosing hydraulic and pneumatic system problems, as well as removal, repair and installation of hydraulic and pneumatic components from vehicles. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.

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Element/course: HDM 135

Planned Hours: 143

Mode of Instruction (please check all that apply):
 Classroom Lab On-line Self-study

Provided by: South Seattle Community College

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Description of element/course:
 Drive Train

Contents include: drive train theory, diagnosing drive train system problems, as well as removal, repair and installation of drive train components from vehicles. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.

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Element/course: HDM 140

Planned Hours: 143

Mode of Instruction (please check all that apply):
 Classroom Lab On-line Self-study

Provided by: South Seattle Community College

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Description of element/course:
 Heating, Ventilation and Air Conditioning

Contents include: heating, ventilation and air conditioning (HVAC) theory, diagnosing HVAC system problems, as well as removal, repair and installation of HVAC components from vehicles. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.

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Element/course: HDM 145

Planned Hours: 143

Mode of Instruction (please check all that apply):
 Classroom Lab On-line Self-study

Provided by: South Seattle Community College

Description of element/course:

Gasoline Engines

Contents include: gasoline engine theory, diagnosing gasoline engine system problems, as well removal, repair and installation of gasoline engine components from vehicles. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.

Element/course: HDM 150

Planned Hours: 143

Mode of Instruction (please check all that apply):

Classroom Lab On-line Self-study

Provided by: South Seattle Community College

Description of element/course:

Diesel Engine Diagnose / Remove and Replace

Contents include: diesel engine theory, diagnosing diesel engine system problems, as well as the removal and installation of a diesel engine from a vehicles. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are as an integral part of this unit of study.

Element/course: HDM 155

Planned Hours: 143

Mode of Instruction (please check all that apply):

Classroom Lab On-line Self-study

Provided by: South Seattle Community College

Description of element/course:

Diesel Engine Rebuild

Contents include: diesel engine theory, diagnosing diesel engine system problems, as well as the rebuilding of a diesel engine. In addition, the function and construction of each component, as well as their diagnosis and service procedures will be covered. Instruction in safety, environmental awareness, human relations and leadership are taught as an integral part of this unit of study.

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