

# JOINT MICHIGAN APPRENTICE PROGRAM

## Expectations for Time Distribution

Distributing apprentice hours into the correct categories and eliminating hours that do not correspond with hours worked on a line crew.

Utility Supervisors,

It has come to the Joint Michigan Apprentice Program (JMAP) Committee's attention that some of the hours worked and recorded by our apprentices may not be applicable to the development of skills required of future journeyman line workers that the JMAP is committed to developing. Specific areas of concern are:

- Working on water and sewer pipes
- Hanging Christmas lights
- Plowing snow

The JMAP Training Committee is asking that the supervisor responsible for submitting the apprentice's monthly work hours review the hours before they are sent in and ensure that the apprentice only records hours that are directly connected with the apprenticeship.

The "Monthly OJL Work Record" spreadsheet now includes an "Other" category for miscellaneous job responsibilities that are not already listed. When logging hours in this category, please be sure to explain in the comments section what was performed by the apprentice.

The JMAP Training Committee has agreed that attending JMAP classes to review their expectations for time distribution with the apprentices would be highly beneficial. Members from the JMAP Training Committee will be addressing any comments or concerns the apprentices may have on the first day of JMAP classes. Supervisors are more than welcome to attend.

The JMAP Training Committee is committed to the integrity of the apprenticeship and the linemen it produces. We do that by giving our apprentices every opportunity to learn and grow in this trade. Please aid your committee in insuring that excellence.

Thank you,

JMAP Training Committee:

Tom Lupu – Chairman	Presque Isle Electric & Gas
Joe McElroy – Secretary	MECA
Chris Vallier	HomeWorks Tri-County Electric
Todd Wilson	Alger Delta Electric
Dan King	Great Lakes Energy
Zach Anderson	Wolverine Power Cooperative