



APPRENTICESHIP AND TRAINING DIVISION TRAINING AGENT REGISTRATION AGREEMENT

Effective July 1, 2022

(To be completed by employer and submitted to committee)

Committee Name			MA #
Occupation(s)			
Address			
City	State	Zip Code	Phone

Employer Name			
Address			
City	State	Zip Code	Phone
Contact Person	Email		Youth Certificate# (Youth TA Only)

By entering into this agreement, the EMPLOYER understands and agrees:

- a. To be bound by the committee’s apprenticeship and training standards approved by the Oregon State Apprenticeship and Training Council, and by the terms and conditions stated in this agreement; and
- b. To provide the committee with access to the employer’s facilities and training materials to ensure that training quality is maintained as set forth in the standards.

The EMPLOYER certifies that:

- a. Their primary place of business is located in the geographic area approved for the standards *(if not, the business may only apply for traveling training agent status; see Traveling Training Agent Registration Agreement form)*;
- b. They are not registered in another Oregon committee as a primary training agent for the same occupation *(if so, the business may only apply for traveling training agent status; see Traveling Training Agent Registration Agreement form)*;
- c. They will maintain continuous coverage of workers compensation insurance;
- d. They are registered with the Oregon Construction Contractors Board (if a contractor);
- e. They are registered with the Oregon Corporation Division (if a corporation);
- f. They abide by all Oregon wage and hour laws, including the prevailing wage rate on covered work;
- g. They abide by all child labor laws (if employing youth apprentices);
- h. They have and will continue to have a sufficient number of journey workers in the occupation to provide proper supervision and maintain the required ratio of apprentices (or trainees) to journey workers; and
- i. They have received a copy of the standards, which are incorporated into this agreement.

Signature of Employer Training Agent:

Signature	Title	Date
Printed Name		

Signature of Committee Chair, Secretary, or Authorized Representative:

Signature	Committee Approval Date
Printed Name	Effective Date

Training Agent Application

(Submit to apprenticeship@chemeketa.edu)

Mid-Valley Sheet Metal JATC MA # 1060

Trade: Sheet Metal Workers



Apprenticeship

Chemeketa Community College

Company Name _____ Phone _____

Primary Contact _____ Email _____

Mailing Address _____

Physical Address (if different) _____

City _____ State _____ Zip _____

Date Firm Established _____ CCB # _____
Month / Year

Business Owner's Name _____ Phone _____

Email _____

Workers' Comp Insurance Carrier _____ # Journey-workers _____

Description of Work Performed with Sheet Metal Products:

- Design Install Maintain
 Fabricate Repair

Other, please describe _____

The official whose signature follows hereby applies for approval on behalf of their company as a training agent. If approved, the firm agrees to train Sheet Metal workers according to the provisions of applicable standards and agreements.

Signature of Company Official Title

Printed Name Date

The Mid-Valley Sheet Metal JATC approves the employer as a training agent under the Standards of this committee in the Sheet Metal trade.

Signature of JATC Official Title

Printed Name Date

Approval Date:

Effective Date:



Apprenticeship
Chemeketa Community College

Mid-Valley Sheet Metal JATC MA#1060
Chemeketa Community College, Administrator & Fiscal Agent
Building 33, Room 101, 4000 Lancaster Drive NE
PO Box 14007, Salem, OR 97309-7070

Sheet Metal Training Agent Agreement & Fee Schedule

One-time Training Agent registration fee	\$ 250
Monthly fee per apprentice (pay on invoice)	\$ 60

This agreement is made by and between Chemeketa Community College, acting as administrator and fiscal agent for Mid-Valley Sheet Metal JATC MA#1060 and between:

Print Training Agent Company Name

By my signature below, I understand and agree to pay Chemeketa Community College a Training Agent administration fee for each apprentice in my employ.

Signature of Company Official

Title

Printed Name

Date

Address

Email

Phone

Approved by Committee Administrator

Date

Chemeketa Apprenticeship Department | apprenticeship@chemeketa.edu | 503.399.5255
PO Box 14007, Salem, OR 97309-7070



Apprenticeship
Chemeketa Community College

Sheet Metal Training Agent Application - Site Visit

Company Name _____

Applicant Training Agent must provide photo evidence of the following:

- Sheet metal break
- Sheet metal sheer
- Pittsburg or Snap Lock Machine
- OSHA-approved ladder
- Layout table
- Sheet metal turning tools
- Spot welder
- Set of sheet metal rolls

The premises and equipment of the applicant Training Agent (excluding traveling Training Agents) may be viewed by a member of the committee prior to approval as a training agent to determine the applicant is qualified, has the minimum facilities and training conditions required of an employer to serve as an approved Training Agent. In most cases, photos submitted with the applications satisfy this requirement. It is assumed that the traveling Training Agent has complied with the same or similar conditions with its home apprenticeship committee. Employers may request a physical site visit instead of submitting photos.

Approving Committee Member Name _____

Signature _____

Date of site visit (if applicable) _____

Date Photos Reviewed:	Date Approved:
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Apprenticeship
Chemeketa Community College

**Chemeketa Community College
Apprenticeship Department
Building 33, Room 101
4000 Lancaster Drive NE
PO Box 14007
Salem, OR 97309-7070**

Training Agent Acknowledgement of Receipt

Please complete and return to Committee

This handbook contains policies and regulations which apply to me, and by which I agree to be bound. I further agree to be bound by any amendments, which may be legally adopted by the Committee and communicated to me.

I acknowledge receipt of a copy of these:

- 1) [Mid-Valley Sheet Metal Apprenticeship Standards](#)
- 2) Mid-Valley Sheet Metal JATC Apprenticeship Committee Policies and Procedures

Print Name

Date

Signature

Date

Chemeketa Apprenticeship Department | apprenticeship@chemeketa.edu | 503.399.5255
PO Box 14007, Salem, OR 97309-7070



<i>Mid-Valley Sheet Metal MA #1060 Wage Scale</i>			
<i>Period</i>	<i>Required OJT Hours</i>	<i>% of Journey-level Rate</i>	<i>Journey Level Wages \$33.29</i>
1	0-900	60%	\$19.97
2	901-1,800	65%	\$21.64
3	1,801-2,700	70%	\$23.30
4	2,701-3,600	75%	\$24.97
5	3,601-4,500	80%	\$26.63
6	4,501-5,400	85%	\$28.30
7	5,401-6,300	90%	\$29.96
8	6,301-7,200	95%	\$31.63

Effective February 1, 2024