

USDOL Registered Apprenticeship Development Process

1. Standards of Apprenticeship
 - a. Employer reviews agreement between Parkland and USDOL and confirms receipt and adherence to regulations within

2. Appendix A – Work Process
 - a. Identify DOL-approved occupation that most closely matches employer’s position
 - b. Edit Work Process as needed to fit employer business model
 - c. Parkland sends final draft of Work Process to DOL Rep for review and approval

3. Appendix B – Individual Apprentice Registration, form w671 (to be completed by each apprentice following hire)

4. Appendix C – Affirmative Action Plan
 - a. Employer reviews Parkland’s commitment and confirms receipt and adherence to regulations within

5. Appendix D – Employer Acceptance Agreement
 - a. Employer reviews and edits as needed
 - b. Hourly wage should reflect the minimum an apprentice will be paid at each level of completion
 - c. DOL requires an increase at each interval
 - d. Apprentices may be paid more than the minimum listed if the apprentice is performing well