



July 27, 2017

**IMPORTANT NOTICE:**  
**APPRENTICESHIP RATIOS**

Dear Member Contractor:

The BCA has recently received correspondence from the IBB International Vice-President that some BCA contractors are not consistently including Apprentices when submitting manpower requirements to the various Locals under the Provincial Collective Agreements. The International Vice-President has advised all Local Business Managers to adjust each manpower request to include Apprentices if they were not included on the manpower requirement submission.

The BCA would like to remind member contractors of their obligations regarding Apprenticeship Ratios in the BCA/IBB Collective Agreements. Therefore, it is imperative that when your organization submits manpower requirements you request the following:

- **1 Apprentice to 4 Journeyperson** (Article 27.00) – AB, SK, MB, ON, NL, NB, NS, PEI.
- **1 Apprentice to 5 Journeyperson** (Article 24.00) – BC.

The employment of Apprentices in the agreed to ratios is extremely important to our industry in order to develop and maintain a highly skilled labour pool. Technical and on-the-job training benefits all those involved by ensuring the development of a safety-conscious, skilled and experienced workforce.

Apprenticeship programs continue to be essential in ensuring both the Local and our member contractors are able to meet their workforce planning needs in both the short-term and long-term during this difficult economic time.

**Please Note:** Contractors must receive the Local Business Manager's approval to deviate from the prescribed ratio prior to the submission of manpower requirement.

**Please ensure members of your organization are notified accordingly.**