

NUCLEAR JOINT APPRENTICE TRAINING PROGRAM
Administration Standards and Procedures

Nuclear Joint Apprentice Training Program

- A. The Company and Union, recognizing that it is necessary to have highly skilled employees within the labor forces, have entered into an agreement to establish a Nuclear Joint Apprentice Training Program. This document referred to as "Nuclear Apprentice Training Program Administrative Standards and Procedure" shall provide the foundation and structure for administration of the apprenticeship program.
- B. The Nuclear Joint Apprentice Training Program is sanctioned in a separate Memorandum of Understanding dated 11/21/2006.

Local Nuclear Joint Apprentice Committee (LNJIAC)

A. Establishment:

1. Two (2) Local Nuclear Joint Apprentice Committee's (LNJIAC's) will be established, one at PTN and one at PSL.

B. Members:

1. Company - Two (2) members. One member is the Site Vice President or designee and one member is the Site Nuclear Training Manager or designee.
2. Union - Two (2) members. One member is the Business Manager System Council U-4 or designee. One member is the System Council U-4 President or designee.

C. Function:

1. The LNJIAC will be responsible for the oversight of the Nuclear Joint Apprentice Programs at each respective nuclear site.
2. The LNJIAC at the site will conduct a person to person panel interview with the candidate. The interview will welcome the candidate into the program; review both expectations and governing procedures.
3. All test failures, including written tests, task performance evaluations, lab demonstrations, dynamic learning activities, and college courses, will be reported to the LNJIAC. Based on their review and analysis, which may include bringing the candidate before the LNJIAC, the LNJIAC may remove the apprentice from the program. After every test failure, the LNJIAC must vote to retain the apprentice in the program. At least three of the four members of the LNJIAC must vote 'remove' for the apprentice to be removed from the program.

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4. Members of the LNJAC shall conduct oversight of the Apprenticeship Program as follows:
 - a. Periodic monitoring of classes (both on site and off site)
 - b. Periodic monitoring of the conduct of examinations
 - c. Review of the results of examinations
 - d. Periodic monitoring of labs, OJT/TPF, and DLAs.
 - e. Periodic observation of field work by Apprentices and Craft Worker mentors
 - f. Maintain the status of prerequisite completion in matrix format for utility workers at that site, as well as other bargaining unit personnel at the site who have expressed in writing to the LNJAC their interest in being considered for the program.
5. The results of the above activities should be entered into the appropriate plant tracking system for resolution (i.e.: SITRIS for observations and condition reports.)
6. The Apprenticeship Training Review Committee (ATRC) will be established and consist of the four LNJAC members, one incumbent apprentice from each discipline, one training instructor, and a member of Training Department Supervision, at each respective site. The ATRC will meet at least quarterly, and will fulfill the TRC requirements as specified in the applicable plant procedures. Additional meetings may be held as deemed appropriate should curriculum reviews be required.
7. The following protocol shall be utilized by the LNJAC.
 - a. The committee shall have monthly meetings.
 - b. The status of each apprentice will be addressed. When necessary the apprentice shall attend the meeting.
 - c. The committee shall review evaluation forms submitted on each apprentice to ensure the forms are being completed satisfactorily and actionable items are not contained within the report.
 - d. LNJAC meeting minutes shall be recorded and the record retained with the committee.
8. The LNJAC shall resolve any differences that arise in the administration of the program at the nuclear site. This is not to be interpreted that any employee who feels that he or she has been aggrieved is precluded from using the grievance procedure as prescribed in the Memorandum of Agreement.

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Candidate Selection and Screening Process

- A. The provisions of the MOU apply.
 - 1. Candidate selection will be based on Seniority provided all requirements are met.
- B. Medical Examinations:
 - 1. Physicals – All candidates shall receive a physical examination to ensure the candidate is capable of meeting the requirements for each craft worker classification including qualification for the Emergency Response Organization.
 - 2. Eye examinations – Each candidate shall receive an eye examination. The eye examination shall be administered by the site medical facility.

Candidates who cannot pass the eye examination requirements as defined shall be referred to an ophthalmologist for further evaluation.
 - 3. Color Blindness examination – Candidates for both Electrical Apprentice and Instrument and Control Apprentice shall successfully pass color blindness examination to be administered by site medical facility. Color blindness test failure will render the candidate ineligible for both the Electrical and Instrument & Control Apprentice Programs.
- C. Aptitude Testing:
 - 1. Candidates who have not already passed the MASS test will be required to take the MASS test and meet established FPL acceptance standards.
 - 2. Candidates may retest in accordance with EEI established guidelines.
- D. Educational requirements:
 - 1. Each candidate as a minimum shall possess a High School Diploma or its equivalent and be capable of passing College Placement Testing.

Program Administration

- A. Site Nuclear Training Department – The Site Nuclear Training Organization and Bargaining Unit Subject Matter Experts will be responsible for the on-site curriculum development, instruction and examination administration in conjunction with prevailing site procedures that implement training activities, the MOU/MOA and this standard. The LN/JAC will interface with the Site Training Organization.

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- B. Three bargaining unit SME's will be appointed by the Business Manager. One SME from each maintenance classification at each site will be appointed.
- C. LNJAC shall review and approve all material changes to the administrative and/or academic portions of the program.
- D. Accreditation – All training activities shall be provided by either on-site or off-site accredited institution.
- E. Reimbursement – On-site Incumbents will be reimbursed for off-site expenditures for tuition and instructional material through the prevailing Nuclear Division reimbursement policies and programs.
- F. Overtime eligibility – Apprentices will be eligible for overtime as per the MOU/MOA.
- G. Vacations - Once awarded an Apprentice classification, vacations will be administered per paragraph 8 of the MOA. Vacations may be taken provided there is no impact to the Apprentice for successful completion of both on or off site training activities. Vacation scheduling shall ensure timely completion of the Apprentice program such that available training activities are not missed to accommodate personal vacation preferences.
- H. Mentoring Program – Each Apprentice will be assigned to a Craftworker, within the applicable classification, for the purpose of mentoring and development.
- I. The Nuclear Apprentice program is a three year program.
- J. Provisions to accelerate the apprentice based on performance may be established by the LNJAC on an as needed basis.
- K. The nuclear training qualification matrix shall be continually updated as the Apprentice successfully completes requisite course material and/or OT/TFE's. As specific qualifications are obtained, the Apprentice may work independently based upon qualifications, an apprentice may perform work alone, outside of sight and sound of a craft worker. It is understood that the intent and application of this provision will apply in the following manner. The present method of assigning craft workers and Apprentices will not be altered. When an apprentice is assigned to a craft worker and the craft worker feels the apprentice is qualified to work alone on a segment of the job assignment, the craft worker may assign the task to the apprentice.
- L. Training records shall be administered and maintained by the Nuclear Training Department.

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M. Adjunct Instructors (SME's) at the local Colleges may be assigned at the request of the College, and will be certified using the College's procedures. Bargaining unit SME's will be appointed by the Business Manager and approved by the LNJAC.

Individuals instructing in non college credit courses in the apprentice program shall be qualified in accordance with the prevailing Instructor Qualification process administered by the Nuclear Training Department and may be either bargaining unit or exempt personnel. It is expected the Bargaining Unit SME's will play a significant roll in the development and training of the Apprentices.

N. Worker's Compensation – All apprentice's shall be covered by Workers Compensation for time spent during training activities regardless if they are being directly compensated by the company for the training activity.

O. Application Rights – Apprentices who voluntarily separate from the Apprentice program will forfeit their application rights back into an Apprentice classification for 12 months.

Compensation

A. Compensation will be in accordance with either the MOU or MOA that is in effect.

Amendment to the Procedure and Standards

A. As changes are needed to the Apprentice Standards and Procedures, the respective site LNJAC shall propose the needed change.

B. Approval of the proposed amendment will require a review by each site's LNJAC and six (6) of eight (8) positive votes are required for endorsement.

C. Once the LNIAC endorsement has been obtained, concurrence, by the Director of Labor and the President of System Council U-4 will be required.

Freezing Apprentice

A. If an Apprentice is injured, ill or develops circumstances that render them unable to perform regular duties for eight weeks or more, the Apprentice shall be frozen.

B. Apprentice's frozen in classification will receive normal automatic pay increases as defined by the MOA.

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- C. When the Apprentice has recovered or is able to perform full duties of the classification, notification shall be made to the LNJIAC. The LNJIAC will review the situation and determine if the Apprentice will be removed from frozen status.
- D. Frozen Apprentice's that will be unable to perform their duties in the classification will have 45 days to bid into a position in which they can perform or revert to Utilityworker classification.
- E. Frozen Apprentice status can not exceed more than 24 months. Should an Apprentice reach 24 months (accumulative) in a frozen status then they will have 45 days to bid into a position in which they can perform or revert to Utilityworker classification.

Removal from the Apprentice Program

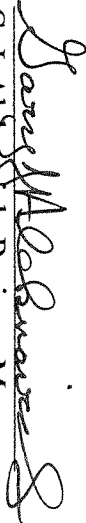
- A. Apprentice's removed from the program due to unsatisfactory progress or by their request, shall require written recommendation of removal from the LNJIAC.
- B. Apprentice's who fail to show satisfactory progress during any phase of their training will be required to attend the LNJIAC meeting. Those who do not have a satisfactory explanation shall be given 30 calendar days to show satisfactory progress towards meeting the requirements of the program. If no progress is shown, candidate will revert to Utilityworker.

Program Completion and Awards Dinner

- A. Apprentices that meet all the requirements of the Nuclear Joint Apprentice Training Program for their respective classification and having held and worked in the respective Craft worker classification for one workday or more will be issued a Certificate of Completion by the Nuclear Training Department.
- B. All individuals receiving Certificates of Completion of the Nuclear Apprentice Program shall be invited to a recognition dinner hosted by the Company. The invitation will include the graduate and a significant other or guest.



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