



STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

## APPRENTICE EMPLOYMENT REPORT

<p><b>The contractor/approved subcontractor must submit this report to the Engineer for approval each construction season</b> on or before the date that each apprentice is hired or rehired. Section 645 Training is intended for minorities and women. If a contractor wishes to train a non-minority male for credit under Section 645, the contractor must submit documentation of good faith efforts (specified in 645-2.01) to the Engineer. There will be no payment for training hours prior to the approval of this completed report and verification of applicable good faith efforts.</p>			
Project Number (Federal/State)		Project Name	
Contractor		Apprentice <sup>1</sup> Name	
Apprentice Social Security No.	Date of Birth	Apprentice Start Date (this project)	
Apprentice Mailing Address		Email Address	
Job Class	Wage Scale <sup>2</sup> _____		
	Percentage of Journey Scale _____%		
Employee Status:    New Hire <input type="checkbox"/> Re-hire <input type="checkbox"/> Upgrade <input type="checkbox"/> Transfer <input type="checkbox"/>			
Gender      Male <input type="checkbox"/>	Ethnicity: Alaska Native <input type="checkbox"/>	Hispanic <input type="checkbox"/>	American Indian <input type="checkbox"/>
Female <input type="checkbox"/>	Asian/Pacific Islander <input type="checkbox"/>	Caucasian <input type="checkbox"/>	African American <input type="checkbox"/>
_____ Signature of Authorized Company Representative		_____ Date	
_____ Point of Contact		_____ Phone	
_____ Address		_____ Email Address	
<p>For the Engineer:</p> <p>Did the apprentice (s) start training within two (2) weeks of the start date indicated on Form 25A311.</p> <p>Yes <input type="checkbox"/>    No <input type="checkbox"/></p>			
_____ Signature of Engineer		_____ Date Approved for Credit	
<p>1 An apprentice is a person enrolled in a USDOL/OA training program (union or non-union)</p> <p>2 A copy of a union dispatch list must accompany this form for each union apprentice hire.</p>			

Distribution after approval by Engineer to:    Project Files  
    Regional Contract Compliance Liaison  
    Civil Rights Office, P.O. Box 196900, Anchorage, Alaska 99519-6900  
    Contractor