



## ★ OFFICIAL PROGRAM STANDARDS NOTIFICATION ★

Issued: 01 December 2011

### Inactivation of Programs

**To:** ITA Training Providers  
All School Districts  
Automotive Training Standards Organization (ATSO)  
Construction Industry Training Organization (CITO)  
go2  
HortEducationBC (HEBC)  
Residential Construction Industry Training Organization (RCITO)  
Resource Training Organization (RTO)  
Transportation Career Development Association (TCDA)

**RE:** REF: 2011 025  
**INACTIVATION OF PROGRAMS**

**Timing:** Effective immediately

**Information:** **Background:**

The Industry Training Authority (ITA) is responsible for delivering effective and cost efficient programs that ensure apprentices receive the technical training and workplace skills industry needs. ITA reviews all programs on a regular basis to assure compliancy with ITA policies.

ITA Operational Policy PP 1002 – *Criteria for Deactivation of Recognized Apprenticeship and Foundation Industry Training Programs* – provides a set of criteria for evaluating ITA programs. Programs meeting one or more of the following criteria are classified as 'inactive' in advance of moving to 'deactivated':

- Programs that are specific to only one company.
- Programs with less than 12 registrants (typically the number of trainees required to run a class) consistently over the past three years.
- Programs lacking sufficient industry support to ensure maintenance of quality and standards, as well as relevance to the industry's future needs.
- Programs which do not have a *technical training* component or *technical training* is a component but not available.
- Programs which do not have assessment tools or either Program Standards or Occupational Performance Standards.

New apprenticeship registrations are **not** accepted for inactive programs; however, apprentices who are registered at the time a program is designated as inactive will have the opportunity to complete their program. The time allocated to complete a program will vary depending on the program's length and the apprentices' needs.

The program is deactivated once all of the registered apprentices have completed the program or the time limit on the inactive period has passed. Deactivated programs are removed from the ITA website.

### **Revising An Inactive Program**

Industry has the opportunity to explore the option of restructuring or modifying an inactive program by submitting an Industry Needs Analysis (INA) to ITA. The purpose of the INA is to demonstrate sound reason for re-investment in the program.

An ITA Program Standards Manager will work directly with Industry Training Organizations or industry proponents to provide guidance on ITA operational policies related to development of the INA.

Guidelines and templates for development of the INA are available from ITA Program Standards.

### **Affected Programs**

The following programs meet one or more criteria related to ITA Operational Policy PP 1002.

#### *Trades Classified as Inactive Effective Prior to July 30, 2011*

- Cable Splicer
- Communications Technician
- Electronics Technician
- Electroplater
- Graphic Arts – Bookbinder 1
- Graphic Arts – Litho Pressperson
- Industrial Warehouseperson
- Meter Technician
- Motion Picture – Grip
- Motion Picture – Set Dresser
- Moulder and Coremaker
- Telecontrol Technologist

#### *Trades Classified as Inactive Effective June 30, 2011*

- Electronics Technician (Consumer Products) (Red Seal)

*Trades Classified as Inactive Effective July 30, 2011*

- Aggregate Plant Operator
- Asphalt Paving-Laydown Technician
- Asphalt Plant Operator
- Automotive Machinist
- Automotive Wheel Alignment & Brake Service Technician
- Barber
- Concrete Plant Operator
- Community Antenna Television Technician
- Electronics Communication Technician
- Florist
- Oil Burner Mechanic (Residential) (Red Seal)
- Residential Steep Roofer
- Water Well Driller

*Trades Classified as Inactive Effective August 31, 2011*

- Automotive Radiator Manufacturer and Repairer
- Construction Formwork Technician

*Trades Classified as Inactive Effective September 30, 2011*

- Agricultural Equipment Technician (Red Seal)
- Automatic Transmission Service Technician
- Automotive Upholsterer
- Diesel Fuel Injection Mechanic
- Electric Motor Systems Technician (Winder Electrician) (Red Seal)
- Elevator Mechanic
- Forklift Mechanic
- Hydraulic Service Mechanic
- Outdoor Power Equipment Mechanic
- Transport Refrigeration Mechanic

*Trades Classified as Inactive Effective November 30, 2011*

- Marine Engine Mechanic
- Planermill Maintenance Technician 1
- Planermill Maintenance Technician 2
- Tire Repairer

## Notification to Affected Employers and Apprentices

ITA is in the process of informing all affected employers and apprentices of its intention to inactivate the noted programs. In addition, a statement indicating the program's inactive status can be found on the program home page on the ITA website.

ITA remains committed to working with the affected employers and apprentices to ensure that registered apprentices have the opportunity to complete their training and receive certification.

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