

APPRENTICESHIP AND CERTIFICATION BOARD POLICY

Name:	Trade Deferral Process
Subject:	Program Standards
Effective Date:	January 19, 2023

Policy Statement:

Program standards deferrals are permitted by the Board if trade development is unable to be completed by the end of the year for which the trade was identified for updating. At the end of the fiscal year, the Manager of Policy, Legislation and Board Operations will prepare and submit an Issue Sheet (IS) to the Board identifying all trades that will not complete the review process for regulatory, by-law or technical training updates. The Board will then identify all deferred trades that may require further development.

Rationale:

The Board develops a Work Plan at the beginning of each fiscal year, outlining priority activities, including trades identified for regulatory, by-law or technical training development. The Board is committed to ensuring the timely review and approval of trade updates and recognizes that from time to time this process can take longer than anticipated. In these circumstances, the Board has developed and approved the Trade Deferral Process Policy in an effort to provide direction and clarity for all parties involved in the trade development process.

Board Motion(s)	May 28, 2014, January 19, 2023
X-Referencing	
Legislation	<i>The Apprenticeship and Certification Act</i>
Comments	