

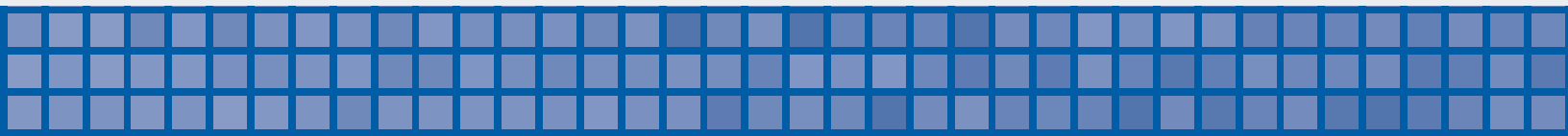
Apprenticeship and Certification Board 2017-2018 Annual Report



Manitoba 

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Executive Summary

The Apprenticeship and Certification Board promotes apprenticeship and certification and works to ensure the training needs of Manitoba's labour market for skilled tradespersons are met. In 2017-2018, the apprenticeship and certification system registered 2,221 new apprentices, and certified 1,486 new journeypersons. This annual report accounts for and communicates the activities performed by the Apprenticeship and Certification Board (Board) that relate to the goals and objectives pledged by the Strategic Plan 2017-2018. The Board used online consultations with industry and stakeholders in setting the priorities for 2017-2018.

Increasing Youth Engagement

The High School Apprenticeship Program (HSAP) continues to introduce high school students to the skilled trades, as 1,149 students registered under HSAP as of March 31, 2018, including 512 who registered for the first time. Ongoing support for the North End Trades Discovery Initiative also introduced youth in the North Point Douglas community to hands-on skilled trades activities.

In 2017, the Trades Training Advisory Committee (TTAC) was established with the K-12 Education and Healthy Child Program Division as an opportunity to further promote youth participation in the skilled trades. Furthermore, the Board will work with Manitoba Education and Training to develop a Youth Strategy to establish pathways towards career development.

Increasing the Engagement of Underrepresented Groups

Women and Indigenous persons continue to be underrepresented within the apprenticeship system. In 2017-2018, women accounted for 12 per cent of all registered apprentices, however, the majority were concentrated in trades that are traditionally female dominated, including Hairstylist, Esthetician, Electrologist and Cook. Female apprentices represent only three per cent of apprentices in

trades that are traditionally male dominated, including the construction, manufacturing and transportation sectors.

In 2017-2018, Indigenous apprentices represented 10 per cent of all registered apprentices, up slightly from 2016-2017. The Board continued to support the participation of Indigenous persons in the apprenticeship system through Community Delivered Training (CDT). CDT in Lake Manitoba First Nation, St. Theresa Point First Nation and Keeyask was delivered in 2017-2018. The Board is currently reviewing its CDT strategy to discover opportunities to streamline services for clients.

Enhancing Accommodation

Enhancing accommodation is an opportunity for the Board to ensure equal access to certification for all Manitobans. Apprenticeship Manitoba is conducting a Trades Qualification (TQ) review to streamline services and improve efficiencies. Additionally, the branch continues to support clients who request an accommodation due to language barriers.

Innovative Technical Training Solutions

As part of the modernization of the apprenticeship system, the Board is exploring opportunities to expand technical training beyond the traditional apprenticeship model. The Northern Construction Trades Training program continued in 2017-2018 as an opportunity for Indigenous persons to train as apprentices in the trades of Industrial Electrician, Industrial Mechanic (Millwright) and Steamfitter-Pipefitter. A new training model was also introduced in partnership with the Keeyask Generating Station and Sodexo for Cook apprentices at the Manitoba Hydro site.

The Board is keen to follow-up on the discussions from the Future of the Trades – Trades of the Future Summit that was held in May 2017 to consider the future of trades training given the accelerated use of new technology.

Labour Market Information (LMI)

The contribution to and incorporation of LMI to decision-making is a priority of the Board and industry. In 2017-2018, the Board used relevant LMI to assist with decision-making in a number of areas including the extension of the designated trainer provision. The Board will continue to work with the Manitoba government to contribute to LMI and use the information to address labour market policy questions in the future.

Development of the 2018-2021 Apprenticeship and Certification Board Strategic Plan

In 2017, the Board conducted a province-wide industry consultation as part of the development of its new multi-year strategic plan. The consultation was one of the largest ever held in the history of the Manitoba apprenticeship system as more than 500 stakeholders provided feedback to the Board. Following the consultation, the Board determined that it would expand the strategic plan from three to five years in order to create a long-term vision for the Board. The feedback from the consultation was used to establish the priorities of the Board for the next five years.

Review of the Designated Trainer Provision

The Board reviewed the designated trainer provision under the Apprenticeship and Certification – General Regulation, which was set to expire on March 1, 2018. On the advice of industry, the Board extended the designated trainer provision for an additional five years at which time it will reconsider the provision. Industry employers may now continue to train apprentices in the absence of a certified journeyman through application to Apprenticeship Manitoba. Designated trainers are experienced tradespeople who can demonstrate significant knowledge and experience in the trade.

Practical Exam Review

The branch is reviewing opportunities to streamline services and reduce red tape for clients, as part of the Trades Qualification (TQ) process for the trades that require the completion of a practical exam for certification. Apprenticeship Manitoba will work with examiners in the beauty trades to standardize how these exams are conducted.

Commitment to Efficiency and Streamlining Services

The Board continues to look for opportunities to improve efficiency and streamline services for clients and stakeholders. Lean initiatives are underway to implement innovative practices and enhance the client experience.

Updating Program Standards

Program standards refer to both regulatory and technical training standards. Regulations under The Apprenticeship and Certification Act are reviewed and updated to ensure industry and client needs are met through apprenticeship training. In 2017-2018, the Board identified 12 trades for regulatory review.

The Board also reviews and updates the technical training requirements for Manitoba's provincial and interprovincial designated trades. In 2017-2018, the Board identified 19 trades for technical training review to ensure that apprentices are receiving the most up-to-date training. In addition, level placement exam updates were identified for 21 designated trades, and the Red Seal exam development process was identified for 13 designated trades.

Sommaire

La Commission de l'apprentissage et de la reconnaissance professionnelle promeut l'apprentissage et la reconnaissance professionnelle et veille à ce que les besoins du marché du travail du Manitoba en matière de formation de personnes qualifiées soient comblés. Au cours de l'exercice 2017-2018, le régime d'apprentissage et de reconnaissance professionnelle a inscrit 2 221 nouveaux apprentis et a reconnu les compétences de 1 486 nouveaux compagnons. Le présent rapport annuel fait état des activités réalisées par la Commission de l'apprentissage et de la reconnaissance professionnelle (« la Commission ») qui se rapportent aux objectifs énoncés dans le plan stratégique 2017-2018. La Commission a mené des consultations en ligne auprès de représentants de l'industrie et de parties intéressées dans le cadre de son processus d'établissement des priorités pour 2017-2018.

Accroître l'engagement des jeunes

Le Programme d'apprentissage au secondaire continue de présenter les métiers spécialisés aux élèves du secondaire : au 31 mars 2018, 1 149 élèves étaient inscrits au Programme, dont 512 inscrits pour la première fois. Par ailleurs, le soutien continu fourni à l'initiative de découverte des métiers du North End a permis à des jeunes du quartier de Point Douglas Nord de participer à des activités pratiques relatives aux métiers spécialisés.

En 2017, le comité consultatif de formation aux métiers a été établi avec la division des programmes d'enseignement de la maternelle à la 12^e année et d'Enfants en santé, afin de promouvoir davantage la participation des jeunes dans les métiers spécialisés. En outre, la Commission travaillera avec Éducation et Formation Manitoba afin d'élaborer une stratégie pour les jeunes visant à établir des voies pour le développement de carrière.

Accroître l'engagement des groupes sous-représentés

Les femmes et les Autochtones continuent d'être sous-représentés dans le cadre du régime d'apprentissage. En 2017-2018, les femmes représentaient 12 % de l'ensemble des apprentis inscrits, cependant, la majorité d'entre elles étaient concentrées dans les « métiers traditionnels » de coiffeur-styliste, d'esthéticien, d'électrolyste et de cuisinier. Les femmes représentent seulement 3 % des apprentis dans les métiers non traditionnels, dont les secteurs manufacturiers, de la construction et des transports.

Au cours de l'exercice 2017-2018, les Autochtones représentaient 10 % de l'ensemble des apprentis inscrits, soit une légère hausse par rapport à 2016-2017. La Commission a continué de soutenir la participation des Autochtones dans le régime d'apprentissage au moyen de la formation en milieu communautaire. La formation en milieu communautaire a été offerte à la Première nation du lac Manitoba, à la Première nation de St. Theresa Point et à Keeyask en 2017-2018. La Commission procède actuellement à l'examen de sa stratégie de formation en milieu communautaire afin de trouver des possibilités de simplifier les services offerts aux clients.

Amélioration des mesures d'adaptation

L'amélioration des mesures d'adaptation est l'occasion pour la Commission de veiller à ce que tous les Manitobains aient un accès égal à la reconnaissance professionnelle. Apprentissage Manitoba procède à un examen des qualifications professionnelles afin de simplifier les services et d'améliorer l'efficacité. De plus, la direction continue de soutenir les clients qui demandent des mesures d'adaptation en raison d'obstacles linguistiques.

Solutions de formation technique innovatrices

Dans le cadre de la modernisation du régime d'apprentissage, la Commission cherche des occasions d'offrir d'autres possibilités de formation technique qui vont au-delà des modèles traditionnels d'apprentissage. Le programme de formation aux métiers de la construction dans le Nord s'est poursuivi en 2017-2018, donnant la possibilité à des Autochtones de devenir apprenti dans les métiers d'électricien industriel, de mécanicien industriel (de chantier) et de monteur d'appareils de chauffage. Un modèle de formation inédit a également été mis en place en partenariat avec la centrale électrique de Keeyask et Sodexo pour des apprentis cuisiniers sur le site de Manitoba Hydro.

La Commission souhaite donner suite aux discussions qui ont eu lieu lors du sommet Future of the Trades – Trades of the Future qui s'est tenu en mai 2017 afin d'examiner l'avenir de la formation aux métiers au regard de l'utilisation accélérée des nouvelles technologies.

Information sur le marché du travail

La contribution à l'information sur le marché du travail et l'intégration de cette information au processus de prise de décisions sont une priorité de la Commission et de l'industrie. Au cours de l'exercice 2017-2018, la Commission a utilisé l'information sur le marché du travail pertinente pour guider la prise de décisions dans un certain nombre de domaines, notamment la prolongation de la disposition sur les formateurs désignés. La Commission continuera de travailler avec le gouvernement du Manitoba pour contribuer à l'information sur le marché du travail et utiliser cette information afin de traiter les questions de politique à l'avenir.

Élaboration du plan stratégique de la Commission de l'apprentissage et de la reconnaissance professionnelle de 2018-2021

En 2017, la Commission a procédé à une consultation de l'industrie à l'échelle de la province dans le cadre de l'élaboration de son plan stratégique pluriannuel. Cette consultation a été l'une des plus vastes jamais tenues dans l'histoire du régime d'apprentissage au Manitoba, puisque plus de 500 intervenants ont fourni une rétroaction à la Commission. À la suite de la consultation, la Commission a déterminé qu'elle ferait passer la durée du plan stratégique de trois à cinq ans afin de créer une vision à long terme pour la Commission. Les commentaires obtenus pendant la consultation ont été utilisés pour établir les priorités de la Commission pour les cinq prochaines années.

Révision de la disposition sur la formateur désigné

La Commission a examiné la disposition sur les formateurs désignés en vertu du Règlement général sur l'apprentissage et la reconnaissance professionnelle, qui devait expirer le 1^{er} mars 2018. Sur les conseils de l'industrie, la Commission a prolongé l'application de la disposition sur les formateurs désignés pour une période additionnelle de cinq ans, après laquelle, elle réexaminera la disposition. Les employeurs de l'industrie peuvent continuer à présent à former des apprentis en l'absence d'un compagnon certifié en présentant une demande à Apprentissage Manitoba. Les formateurs désignés sont des gens de métiers expérimentés qui ont une connaissance approfondie et une longue expérience de la pratique d'un métier.

Évaluation des examens pratiques

La direction recherche des possibilités de simplifier les services et de réduire les formalités administratives pour les clients, dans le cadre du processus de qualification professionnelle pour les métiers où il faut réussir un examen pratique pour obtenir la reconnaissance professionnelle. Apprentissage Manitoba travaillera avec des examinateurs des métiers des soins esthétiques afin d'uniformiser le déroulement de ces examens.

Engagement envers l'efficacité et la simplification des services

La Commission continue de chercher des possibilités d'améliorer l'efficacité et de simplifier les services pour les clients et les intervenants. Des initiatives de rationalisation (Lean) sont en cours afin de mettre en œuvre des pratiques novatrices et améliorer l'expérience du client.

Mise à jour des normes du Programme

Les normes du Programme font référence aux normes en matière de formation réglementaire et technique. Les règlements d'application de la Loi sur l'apprentissage et la reconnaissance professionnelle sont examinés et mis à jour pour veiller à la satisfaction des besoins de l'industrie et des clients grâce à la formation en apprentissage. En 2017-2018, la Commission a identifié douze métiers pour un examen réglementaire.

De plus, la Commission examine et met à jour les exigences de formation technique pour les métiers désignés à l'échelle provinciale et interprovinciale au Manitoba. En 2017-2018, la Commission a identifié 19 métiers pour un examen de la formation technique afin de veiller à ce que les apprentis reçoivent une formation répondant aux normes les plus actuelles. En outre, la Commission a déterminé que les examens de placement de niveau de 21 métiers désignés et les examens du Sceau rouge de 13 métiers désignés devraient être mis à jour.



Letter from the Chair



Ian Wishart
Minister of Education and Training
Room 168, Legislative Building
450 Broadway
Winnipeg, Manitoba R3C 0V8

Dear Minister,

On behalf of the Apprenticeship and Certification Board, I am pleased to submit the Annual Report for the fiscal year of April 1, 2017 to March 31, 2018.

As mandated by The Apprenticeship and Certification Act, the Board is required to develop a strategic plan based on consultations with stakeholders, and then report on the accomplishments of the strategic plan through an annual report. The Annual Report provides an opportunity for the Board to be accountable for its work and to report on the accomplishments of the preceding year.

Though the Board has responsibility for setting the legislative and policy framework for the delivery of services, we acknowledge that it is the dedicated efforts of the management and staff at Apprenticeship Manitoba that transform our intentions into tangible services for clients.

We also would like to acknowledge the many participants in the apprenticeship and certification system who support the Board's work, including the organizations and stakeholders within Manitoba as well as our interprovincial counterparts.

We look forward to continuing to work with you and your department to meet Manitobans' growing expectations for apprenticeship training and trades certification.

Sincerely,

Original signed by

Ken Webb,
Chair
Apprenticeship and Certification Board

Governance and Committees



The Apprenticeship and Certification Board

Left to right: Harvey Miller, Ken Webb, Bruce Sloane, Brent Charron, Bruce Harris, Steve Ducharme and Betty McInerney
Missing: Colleen Munro, Geoff Sine, Karen Roe, Laura (Lori) Garet, Michael Keeper and Cordella Friesen

The Apprenticeship and Certification Board (Board) provides a governance and leadership role within its advisory mandate to coordinate a relevant, accessible and responsive apprenticeship and certification system in Manitoba. The Board's governance role involves responsibility for the development of a strategic plan based on consultations with stakeholders to identify and provide leadership on issues that have an impact on the apprenticeship system as a whole.

The Board is comprised of a Chair and a maximum of 14 other members. The Chair is the official spokesperson for the Board, and is responsible for the communications between the Board and the Minister. Five members represent the interests of

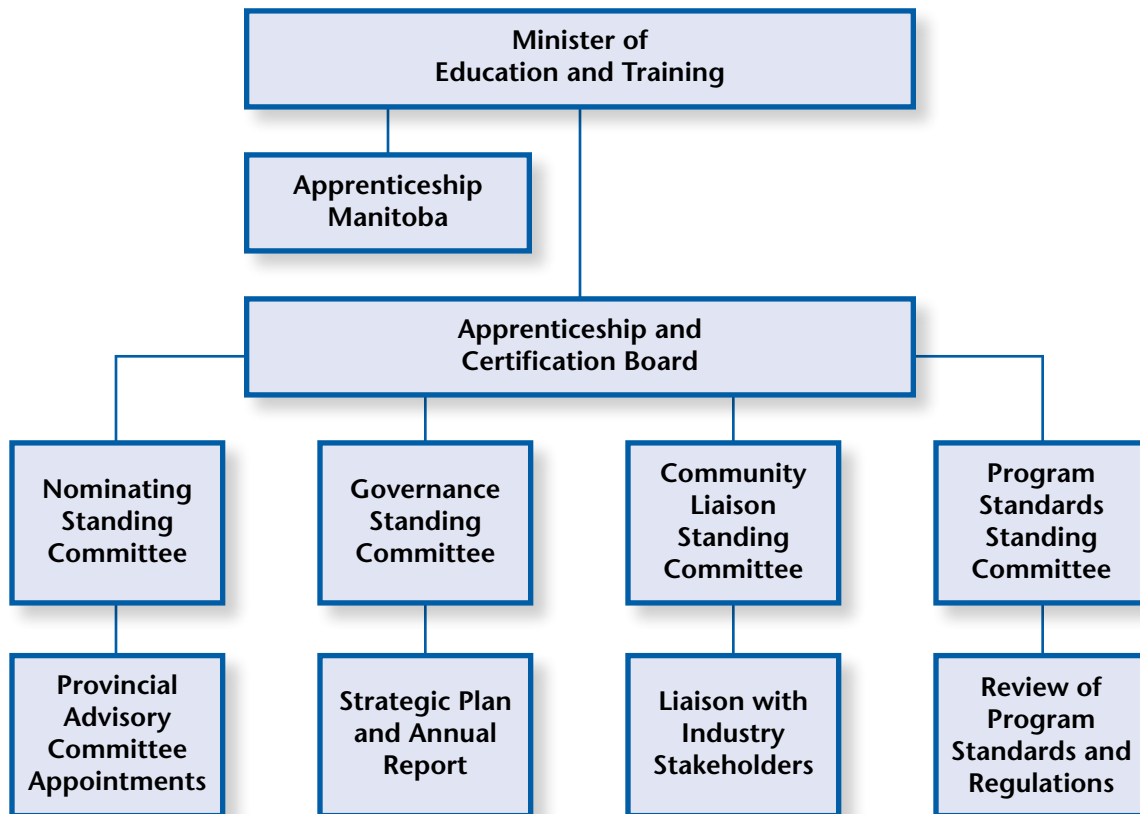
employees, five members represent the interest of employers, two members represent the public interest and one non-voting member represents the interests of apprentices.

The Minister of Education and Training is responsible for appointing Board members and the Chair. The Board, in turn, appoints Provincial Advisory Committees (PACs) from which it receives and reviews recommendations about trade regulations, training standards, examinations, and certification requirements.

Apprenticeship Manitoba provides the necessary technical and administrative support to the Board, its committees and the PACs.

Organization

The Board’s organization structure is illustrated in the Organizational Chart below. The Vision, Mission, Principles, Critical Priorities, and Roles and Responsibilities of the Board are also outlined in the following section.



The Vision

Skilled Workforce

- Successful apprentices
- Empowered stakeholders
- Client-centred collaboration

Mission

Leading an industry-driven, integrated training and certification system that delivers a sustainable, skilled Manitoba workforce.

The Board ensures accountability by:

- Establishing certification standards that meet industry needs.
- Establishing program and delivery standards to ensure quality technical and practical training.
- Respecting and supporting the individual and shared responsibilities and the expertise and experience of Apprenticeship Manitoba.
- Developing a strategic plan in consultation with stakeholders, and providing an annual report documenting the Board's progress each year.
- Reporting to and advising the Minister responsible for administering The Apprenticeship and Certification Act.
- Providing relevant, accessible and responsive post-secondary education.

Principles

The following values and principles provide the foundation for the Board's decision-making and conduct in carrying out its mandate.

1. Fiduciary Rather Than Representative Capacity

The Board acts for the greater good and in the best interests of the apprenticeship and certification system, seeking to advance the achievement of the Board's mandate.

2. Strategy Focus

The Board establishes strategic direction for the apprenticeship and certification system in Manitoba and respects the management and implementation responsibilities of Apprenticeship Manitoba.

3. Commitment

The Board respects that an effective Board team requires individual as well as group commitment. Board members' individual commitment is reflected in the level of preparation, attendance and participation as well as in the portrayal of apprenticeship in members' community associations.

4. Safe and Respectful Environment

The Board creates and maintains a healthy environment for Board deliberations that respects the multiple perspectives and diverse experiences of Board members while ensuring that members remain focused on the Board's mandate and responsibilities.

5. Integrity and Courage

Board members shall be open, honest and transparent in all interactions and do what is right regardless of a decision's impact on individual members.

6. Single Voice

After sufficient deliberation and a fair voting process, Board members shall support Board decisions both publicly and privately.

7. Informed and Evidence Based Decision-Making

The Board bases its decisions on factual, objective and empirical information where available.

Roles and Responsibilities

The Board is responsible for:

- Promoting apprenticeship training and certification;
- Supporting employer and employee participation in apprenticeship and certification;
- Advising the minister about the training needs of Manitobans and the needs of the Manitoba labour market for skilled and trained persons; and
- Participating in interprovincial apprenticeship initiatives.

The Board has four Standing Committees that are solely comprised of Board members:

1. Governance Standing Committee (GSC):

The GSC advises the Board regarding the development of the strategic plan and annual report. The GSC also reviews the roles and responsibilities of the Board and its committees, makes recommendations related to the Board structure, and develops a process for assessing Board effectiveness.

2. Community Liaison Standing Committee (CLC):

The CLC serves as a liaison between the Board and stakeholders in the apprenticeship system, and works to build and maintain relationships with stakeholders. The CLC also advises the Board about Manitoba's needs for skilled and trained tradespeople, and provides recommendations for how to meet those needs.

3. Program Standards Standing Committee (PSSC):

The PSSC develops and revises apprenticeship programs, including content, training standards and examinations, and the qualifications required for certification in designated trades. The PSSC also updates qualifications as well as the content of regulations respecting designated trades.

4. Nominating Standing Committee (NSC):

The NSC is responsible for all aspects related to the recruitment and nomination of Provincial Advisory Committee (PAC) members. It establishes and maintains a list of potential candidates for appointment to PACs and other committees established by the Board.

Apprenticeship Manitoba

The Board receives assistance from Apprenticeship Manitoba (AM), which provides technical, administrative and financial support to the Board and Provincial Advisory Committees. AM is responsible for the administration of The Apprenticeship and Certification Act (the Act), the Apprenticeship and Certification – General Regulation, the Apprenticeship and Trades Qualification Fees Regulation, the Appeals Procedure Regulation, the Administrative Penalty Regulation, and apprenticeship programs for 55 trades designated under the Act. AM also coordinates the training and qualifications system that delivers accredited, structured, workplace-based skills and technical training to apprentices, leading to journeyperson certification.

AM provides further support to the Board by helping achieve goals set within the Strategic Plan. As the organization overseeing all apprenticeship training and certification activities, AM promotes trades training and certification to industry standards; co-ordinates information and planning for the designation of new trades; develops competency standards and curricula in co-operation with Manitoba industry and other provincial/territorial apprenticeship systems; processes requests for the accreditation of training programs to designated trade standards; assists underrepresented groups to access apprenticeship training; counsels on trades careers and certification matters; and performs other essential support services to facilitate apprenticeship training and certification.

The Executive Director of AM is the Secretary to the Board, and is the main contact for inter-provincial and pan-Canadian apprenticeship initiatives. The Executive Director also represents Manitoba at the Canadian Council of Directors of Apprenticeship (CCDA).



APPRENTICESHIP MANAGEMENT SYSTEM (AMS)

Manitoba is currently working with the Atlantic provinces to develop a new IT system to modernize services for apprentices, employers, journeypersons and training providers with web-based technology. The Apprenticeship Management System (AMS) is expected to be implemented in 2019 and will allow apprentices, training providers and employers to complete forms, process payments and log hours online with self-service functions. AMS will reduce red tape for clients who access the apprenticeship system through a streamlined, client-centred approach to information management.

Strategic Plan Priorities

This annual report accounts for and communicates the activities undertaken by the Board that relate to the goals and objectives committed through the 2017-2018 Strategic Plan.

The 2017-2018 Strategic Plan committed to the following areas of focus:

- Increasing Youth Engagement
- Increasing the Engagement of Underrepresented Groups
- Enhancing Accommodation
- Innovative Technical Training Solutions
- Labour Market Information
- Development of the 2018-2021 Apprenticeship and Certification Board Strategic Plan
- Review of the Designated Trainer Provision
- Practical Exam Review
- Commitment to Efficiency and Streamlining Services
- Updating Program Standards

IMPLEMENTATION OF LEAN AND CONTINUOUS IMPROVEMENT PRINCIPLES

The Board is excited to find ways to streamline services to clients through the implementation of Lean processes. Lean is about simplifying work by making processes easy and intuitive, and removing tasks that do not add value. Work is underway to streamline the Trades Qualification (TQ), and Community Delivered Training (CDT) processes to improve the client experience. Opportunities to utilize Lean processes to optimize efficiency and service delivery to clients are currently being identified and developed by Apprenticeship Manitoba and Manitoba Education and Training.

In addition, an overarching Board priority is the commitment to the Government of Manitoba's "Respectful Workplace Policy" and the applications of these standards throughout the apprenticeship training and certification system.

The following is a status update on the commitments made in the 2017-2018 Strategic Plan. The Board will continue working on completing any unfinished priorities from previous strategic planning years to ensure continuity of efforts.

Increasing Youth Engagement

In 2017-2018, the Board maintained its support for the North End Trades Discovery Initiative (NETDI) in partnership with the Department of Education and Training, Winnipeg School Division and the Community Education Development Association. Over 300 youth in the North Point Douglas community of Winnipeg have been engaged in NETDI to take part in hands-on skilled trades activities.

In 2017, the Trades Training Advisory Committee (TTAC) was established in partnership with the K-12 and Healthy Child Manitoba Division to promote the participation of youth in the skilled trades (including the High School Apprenticeship Program) and facilitate transition to post-secondary training and the workplace. The TTAC will develop pathways to support high school and post-secondary students with transition to apprenticeship training and the labour market.

The Board is working with Manitoba Education and Training to develop a Youth Strategy to streamline services, and achieve measurable outcomes related to career development, trade exploration and laddering opportunities. Partnerships within government and with external organizations will be relied on to the support development of the youth strategy. The Board will develop a long-term plan for youth engagement to support this work.

Increasing the Engagement of Underrepresented Groups

In 2017-2018, the Board initiated a review of Community Delivered Training (CDT) as part of its commitment to increase the participation and completion rates of Indigenous persons. CDT is a flexible, apprenticeship technical training model that is delivered to registered apprentices in northern or rural communities. Through CDT, the classroom is brought to the communities rather than requiring students to travel to existing training sites.

The CDT model is being reviewed to establish a more streamlined process for developing, implementing and evaluating CDT projects in Manitoba in collaboration with key stakeholders. In 2017-2018, CDT programs were planned for three Manitoba First Nations communities.

- Lake Manitoba First Nation: Carpenter Level 1 were delivered from September 25, 2017 to December 15, 2017 to 15 apprentices.
- St. Theresa Point First Nation: From October 23, 2017 to January 19, 2018, eight apprentices took part in the Carpenter Level 1 program.
- Keeyask: On December 11, 2017, 12 Cook Level 1 apprentices began technical training that will take place over six months to accommodate intermittent practical training.

Through the Chair's participation in the Canadian Council of Directors of Apprenticeship (CCDA), the Board is leveraging best practices undertaken by other provinces and territories to increase the participation of women in the trades. The CCDA developed an inventory of best practices in November 2017, which has been shared with all jurisdictions.

Enhancing Accommodation

An examination preparation guide is being developed to address language barriers that clients may face while writing an exam. Clients may request an accommodation to support the completion of a certification exam if English is not their primary language. A journey person toolkit to address barriers to apprenticeship is also being developed and the

department is working with clients to conduct exam results analyses in support of TQ applicants.

The Trades Qualification (TQ) system in Manitoba is being reviewed in order to identify barriers to certification and to improve pathways for applicants. It is anticipated that opportunities to streamline services will also be discovered as part of the review.

The Board and the branch are also looking for opportunities to enhance accommodations through the development of additional supports for learners (e.g. exam writing and study guides).

Innovative Technical Training Solutions

The Board participated in discussions with industry, technical training providers, associations, labour organizations, government representatives and other interested individuals regarding the future of the skilled trades. The Future of the Trades – Trades of the Future Summit was held to generate discussion across industry and technical training providers about the impact and acceleration of technology on the skilled trades related to innovation, competitiveness, business models, staffing trends and worker expectations. The Board will continue to consider opportunities to add to this conversation and apply outcomes to apprentice learning, where possible.

In partnership with the Keeyask Generating Station and Sodexo, a new training model for Cook apprentices was implemented for apprentices who are employed at the Manitoba Hydro site. Technical training for these apprentices took place over a six-month period in order to accommodate their work requirements.

In partnership with the Northern Manitoba Sector Council, the Northern Construction Trades Training (NCTT) program provided northern residents with training and on-the-job experience to achieve certification in the trades of Industrial Electrician, Industrial Mechanic (Millwright) and Steamfitter-Pipefitter. Of the 32 Indigenous and northern participants that began the NCTT in 2015, 25 apprentices remain in the program, a retention rate of 78 per cent.

Labour Market Information (LMI)

In 2017-18, the Board continued to utilize relevant LMI as part of its analysis for decision-making. The Board also worked with the Department of Growth, Enterprise and Trade to obtain LMI to support the extension of the designated trainer provision beyond 2018. Additionally, LMI is utilized to consider the designation of new trades and to provide the Board with evidence to address policy questions.

The Board will continue to work with the Departments of Education and Training, and Growth, Enterprise and Trade to use and contribute to LMI as a government-wide LMI strategy is developed.

Development of the 2018-2021 Apprenticeship and Certification Board Strategic Plan

The Apprenticeship and Certification Act (Act) stipulates that the Board must prepare and submit to the Minister a strategic plan. The strategic plan sets out the Board's goals and objectives and is informed through consultation with a broad range of stakeholders, including employers, apprentices, educators, and the general public.

To inform its Strategic Plan, the Board held community based and online consultations from September 18 – November 15, 2017, including in-person facilitated sessions in Brandon, Winnipeg, Portage la Prairie, Steinbach, Winkler, Thompson, Flin Flon and The Pas in October and November 2017. More than 500 stakeholders participated in the consultation, including representatives from government, apprentices, industry employers, training providers, associations, labour organizations and others.

In 2017, the Board chose to develop a five-year strategic plan to provide a long-term vision of its priorities. This is consistent with the direction the Board took for its 2014-2017 Strategic Plan as there was recognition that an annual strategic plan did not allow for longer term planning and activities. Additionally, many of the priorities that have been identified within the 2018-2023 strategic plan will require multiple years to complete. The Minister of Education and Training approved the Strategic Plan for the period beginning April 1, 2018 to March 31, 2023.

Review of the Designated Trainer Provision

Under the Apprenticeship and Certification – General Regulation, a designated trainer is an experienced, but uncertified, tradesperson that may be considered as equivalent to a journeyperson for the purpose of apprentice supervision. Applications to become a designated trainer are considered in voluntary trades only. To become a designated trainer, experienced tradespeople must complete a Designated Trainer Application and a Work Experience Form to demonstrate significant knowledge and experience in the trade (a minimum of 70% of scope of trade).

The Board reviewed the designated trainer provision under the Apprenticeship and Certification – General Regulation, which was set to expire on March 1, 2018. In consultation with industry it was determined that the designated trainer provision would be extended until March 1, 2023 to permit the continued use of designated trainers in voluntary trades. The Minister of Education and Training approved the recommendation from the Board and amended the Apprenticeship and Certification – General Regulation accordingly.

REGULATORY RED TAPE REDUCTION

In 2017, the Manitoba government enacted The Regulatory Accountability Act with the intent to reduce regulatory red tape to clients and stakeholders. Manitoba Education and Training participated with all government departments in establishing a baseline count of all existing regulatory requirements imposed on external stakeholders by government. The department is now considering opportunities to reduce the regulatory burden on clients and stakeholders, in compliance with The Regulatory Accountability Act.

The extension of the designated trainer provision will provide the Board with an opportunity to conduct a deeper analysis of designated trainers in Manitoba. The Board will be reviewing opportunities to decrease the use of designated trainers as part of a long-term plan to train apprentices.

Practical Exam Review

The trades of Automotive Painter, Bricklayer, Carpenter, Machinist, Motor Vehicle Body Repairer (Metal and Paint), and Tool and Die Maker currently require the completion of a practical exam as part of the certification requirements for Trades Qualification (TQ), with exemptions provided in certain circumstances. A Trades Qualification (TQ) and practical exam review is currently underway for these affected trades and it is anticipated that the review will streamline services and reduce red tape for clients. An orientation and learning opportunity for examiners in the beauty trades will be held by the Board to provide additional information to examiners who conduct practical exams.

Commitment to Efficiency and Streamlining Services

The department is exploring opportunities to improve the apprenticeship and certification system and enhance stakeholder engagement.

The department is also working to implement Lean practices as an opportunity to streamline services for clients. Work with Lean and innovative processes will continue in 2018-2019 as part of the Board and the department's goal to improve the client experience.

The Board is committed as an executive sponsor of the partnership between Manitoba and the Atlantic provinces to develop a shared apprenticeship management information technology solution.

Updating Program Standards

Program standards involve both regulatory and technical training requirements. Regulations set the legislated parameters for the designated trades, and technical training refers to the classroom-based instruction that provides apprentices theoretical learning. Apprentices apply the theoretical learning during their on-the-job training. Updating program standards is a core Board responsibility. Based on the recommendations from PAC members through the Program Standards Standing Committee (PSSC), the Board sets benchmarks for program standards. PACs provide trade-specific expertise and recommend changes to program standards to keep them relevant and up-to-date.

Should an issue arise in a trade when it is not included on the strategic plan, the PAC Chair or an individual from industry may request a meeting with the Board's Community Liaison Standing Committee (CLC). More information on this process can be found by contacting Apprenticeship Manitoba's Manager of Policy, Legislation and Board Operations at apprenticeshipboard@gov.mb.ca.

Regulatory Updates

In 2017-2018, the Board reviewed the following trade regulations, including those trades carried over from previous strategic planning years.

Note: The term “in progress” refers to a PAC recommendation that has not yet been approved by the Board and/or the Minister. The reference to “No PAC” means that the PAC is unconstituted, and therefore cannot meet until membership has been fulfilled by industry representatives.

TABLE 1.1

Trade	Status
Agricultural Equipment Technician	On hold due to harmonization
Boilermaker	Complete
Construction Electrician	Complete
Crane and Hoisting Equipment Operator	Complete
Electrologist	No PAC
Esthetician	No PAC
Gas Turbine Repair and Overhaul Technician	Complete
Heavy Duty Equipment Technician	On hold due to harmonization
Industrial Electrician	Complete
Landscape Horticulturist	In progress
Power Electrician	Complete
Refrigeration and Air-Conditioning Mechanic	In progress
Rig Technician	No PAC
Roofer	Carried over to 2018-2019
Sprinkler System Installer	Carried over to 2018-2019
Truck and Transport Mechanic	No PAC



In addition to the trades listed above, the trade regulations for Automotive Painter, Bricklayer, CNC Machinist, Machinist, Motor Vehicle Body Repairer (Metal and Paint), and Tool and Die Maker were updated to eliminate the requirement for Trades Qualification (TQ) applicants to gain experience in the trade within the last 10 years in accordance with the Apprenticeship and Certification – General Regulation.

With agreement from industry, the trade regulation for Crane and Hoist – Power Generation and Transmission (CHO-PGT) was repealed, meaning that CHO-PGT is no longer a designated trade in Manitoba. Alternatively, apprentices may obtain training in the trade of Crane and Hoisting Equipment Operator.

Technical Training Updates

In 2017-2018 the Board reviewed and updated the technical training standards for the following trades, including those carried over from previous strategic planning years.

TABLE 1.2

Trade	Status
Agricultural Equipment Technician	Carried over to 2018-2019
Automotive Service Technician	In progress
Construction Electrician	Complete
Crane and Hoisting Equipment Operator	Complete
Heavy Duty Equipment Technician	Carried over to 2018-2019
Industrial Electrician	Complete
Industrial Mechanic (Millwright)	Complete
Insulator (Heat and Frost)	Carried over to 2018-2019
Ironworker	In progress
Landscape Horticulturist	Complete
Machinist	In progress
Plumber	Carried over to 2018-2019
Power Electrician	Complete
Refrigeration and Air Conditioning Mechanic	Carried over to 2018-2019
Sheet Metal Worker	In progress
Sprinkler System Installer	Carried over to 2018-2019
Steamfitter-Pipefitter	Carried over to 2018-2019
Tool and Die Maker	In progress
Truck and Transport Mechanic	Carried over to 2018-2019

In addition, the Board initiated the development process for level placement exams in 21 designated trades, and supported the development process for Red Seal exams in 13 designated trades in 2017-2018.

UPDATE ON CCDA HARMONIZATION EFFORTS

The Board is currently working with the Canadian Council of Directors of Apprenticeship (CCDA) to harmonize apprenticeship programs across Canada in order to facilitate apprentice mobility through the national harmonization initiative. The trades that are scheduled to be harmonized in 2019 are: Rig Technician, Refrigeration and Air Conditioning Mechanic, Insulator (Heat and Frost), Machinist, and Tool and Die Maker. The trades that are scheduled for harmonization in 2020 are: Cook, Powerline Technician, Motor Vehicle Body Repairer (Metal and Paint), Automotive Painter, and Hairstylist. Additional information on the Harmonization project can be found at red-seal.ca.

Statistics

CURRENT ACTIVITIES AT A GLANCE

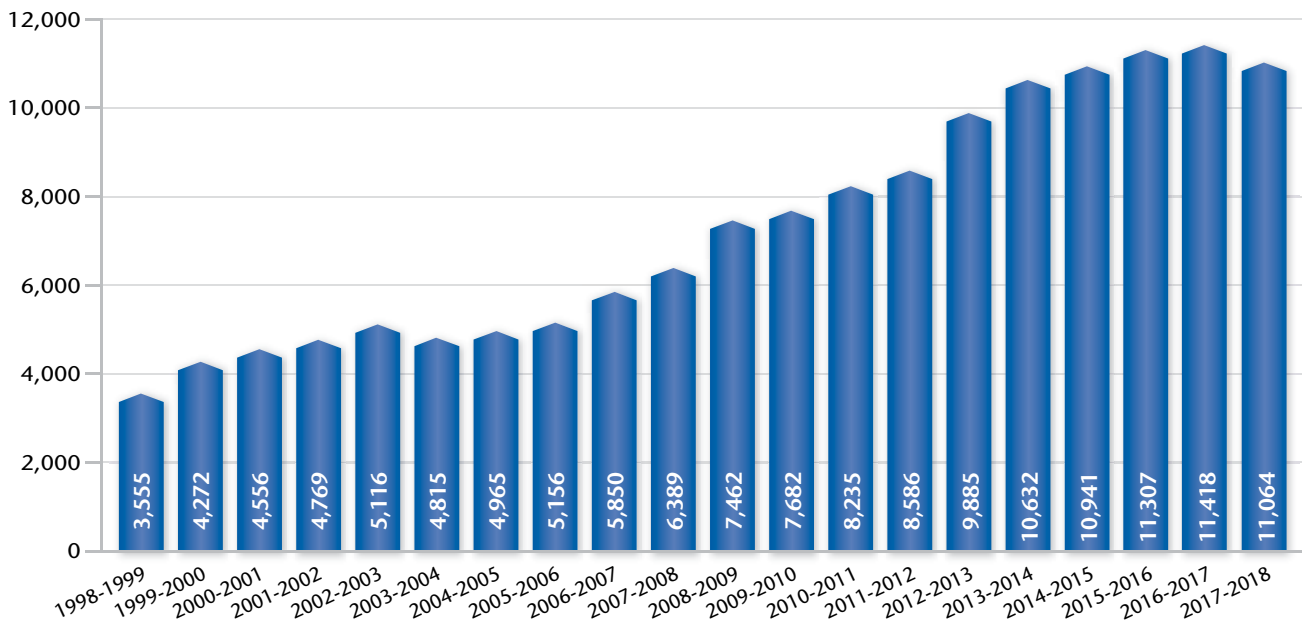
As of March 31, 2018

Apprentices			
	New Registrations	Total Registered (Active)	Completed (Certified)
Male	1,496	7,980	835
Female	356	1,277	198
Total*	2,221	11,064	1,213

Trade Qualifiers			
	Applications Received	Exams Administered	TQ Certificates Issued
Male	421	441	217
Female	64	105	37
Total*	524	589	273

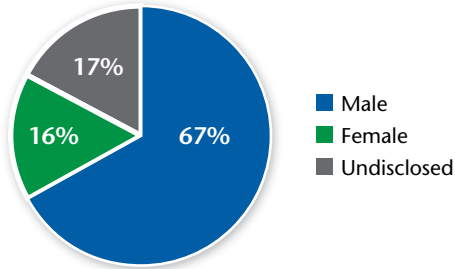
*Totals also include undisclosed gender.

ACTIVE APPRENTICES AT FISCAL YEAR END (MARCH 31)



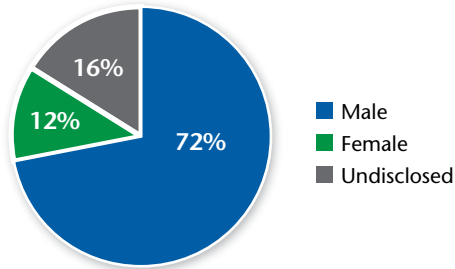
APPRENTICES – NEW REGISTRATIONS

As of March 31, 2018



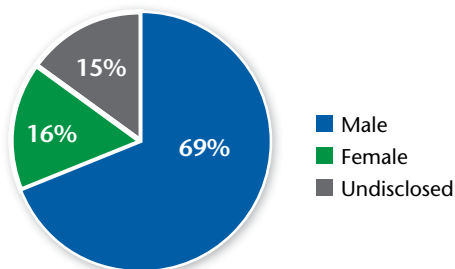
APPRENTICES – TOTAL REGISTERED (ACTIVE)

As of March 31, 2018



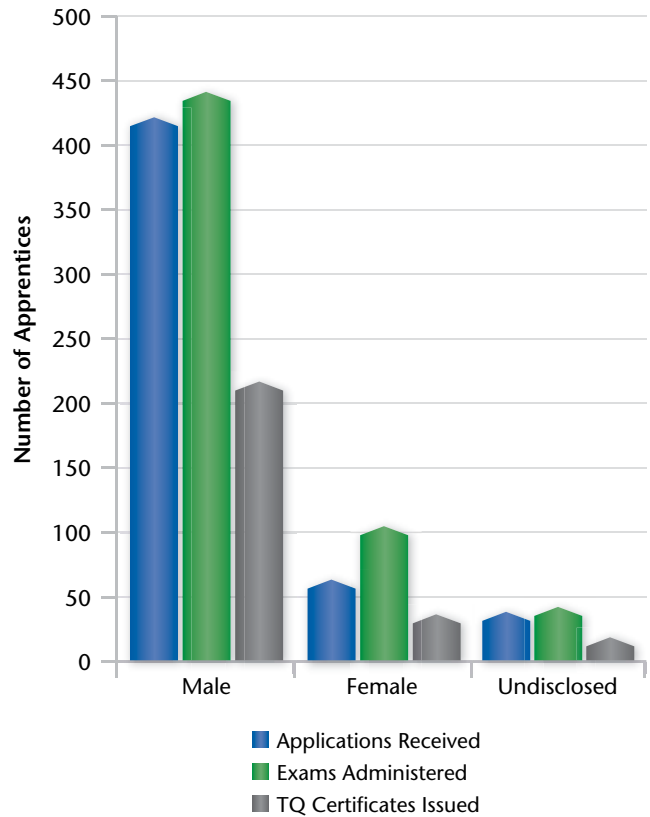
APPRENTICES – TOTAL CERTIFIED

As of March 31, 2018



TRADES QUALIFIERS BY GENDER

As of March 31, 2018



SKILLS CANADA NATIONAL COMPETITION

Manitoba was pleased to host the 2017 Skills Canada National Competition, which took place from May 31 – June 3 at the RBC Convention Centre. The competition was an opportunity for more than 500 secondary and post-secondary competitors from across Canada to demonstrate their talent in over 40 skilled trades and technology competitions. This was also an opportunity for Skills Canada to raise awareness about the skilled trades and technology sectors to Canada’s youth. More than 10,000 student visitors attended the event, which is the most that have ever registered to visit the national completion.

UNDERREPRESENTED GROUPS

As of March 31, 2018

Note: Equity group declarations are voluntary. Statistical information is not currently available for new Canadians.

Women in Non-Traditional Trades**			
Year	New Registrations	Total Registered (Active)	Completed (Certified)
2017-2018	67	287	22

**Non-traditional trades exclude Cook, Hairstylist, Esthetician (including Nail Technician and Skin Care Technician) and Electrologist.

Women in Traditional Trades***			
Year	New Registrations	Total Registered (Active)	Completed (Certified)
2017-2018	289	990	176

***Traditional trades include Cook, Hairstylist, Esthetician (including Nail Technician and Skin Care Technician) and Electrologist.

Indigenous Apprentices			
Year	New Registrations	Total Registered (Active)	Completed (Certified)
2017-2018	260	1,124	84

Persons with a Disability			
Year	New Registrations	Total Registered	Completed
2017-2018	5	39	6



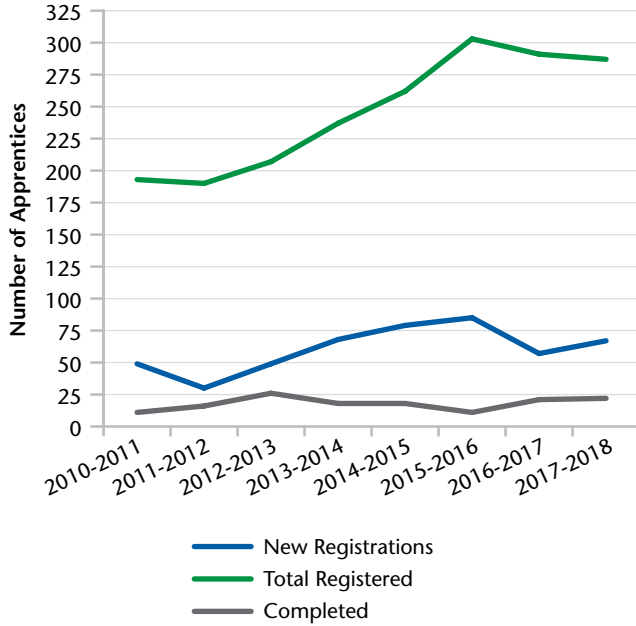
FEDERAL APPRENTICESHIP INCENTIVE GRANT FOR WOMEN IN THE TRADES

The Apprenticeship Incentive Grant for Women is a pilot project supported by a federal funding commitment of \$19.9 million over 5 years, starting in 2018-2019. The grant will provide women in male-dominated Red Seal trades with \$3,000 for each of their first two years of training (up to \$6,000). This, along with the existing Apprenticeship Completion Grant, which is valued at \$2,000, will result in a combined \$8,000 in support for women over the course of their training. This program will also ensure that women are able to play a leadership role for other aspiring female tradespeople.

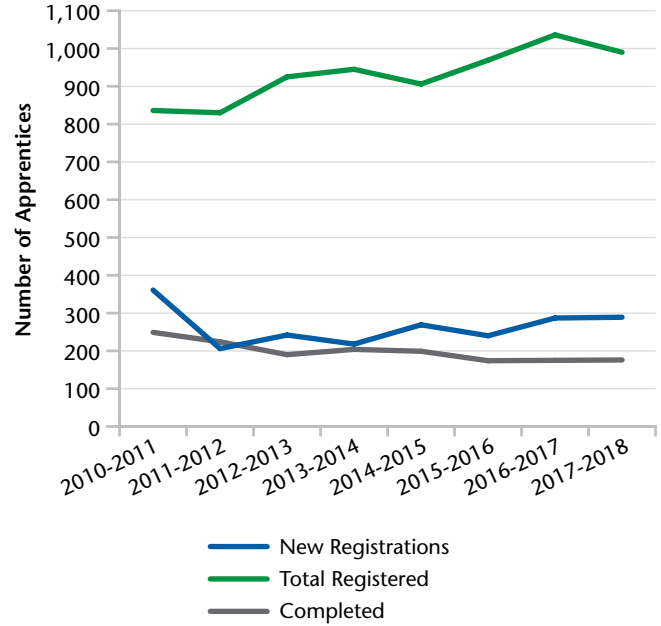
TOTAL REGISTERED APPRENTICES BY TRADE AND GENDER

As of March 31, 2018

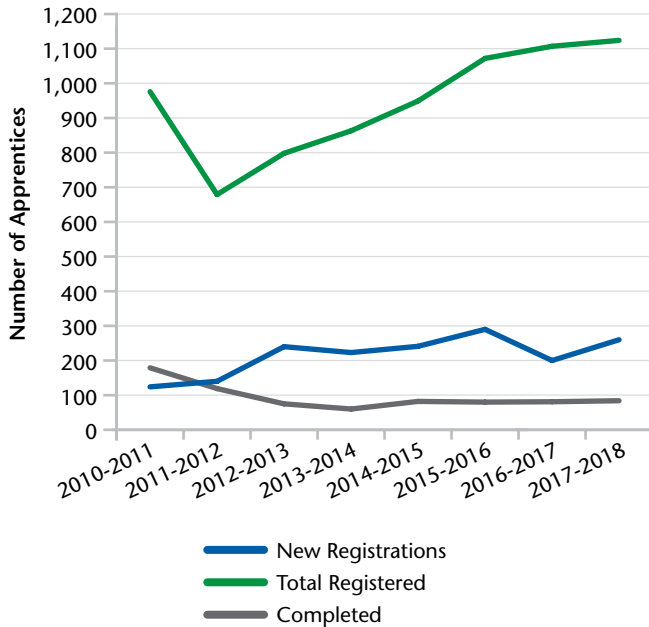
WOMEN IN NON-TRADITIONAL TRADES



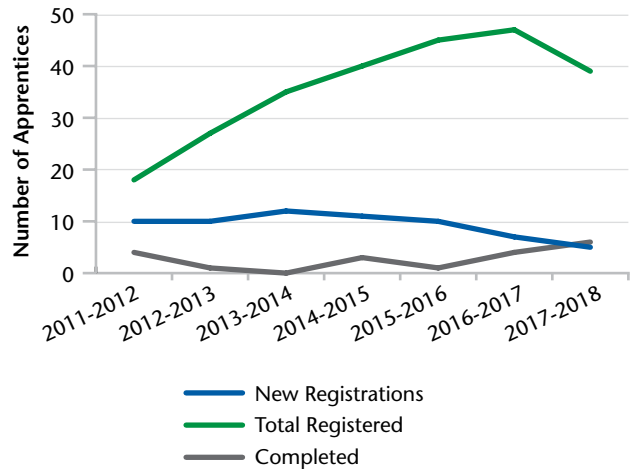
WOMEN IN TRADITIONAL TRADES



INDIGENOUS APPRENTICES



PERSONS WITH A DISABILITY



TOTAL REGISTERED APPRENTICES (ACTIVE) BY TRADE AND GENDER

As of March 31, 2018

OCCUPATION	FEMALE	MALE	UNKNOWN	TOTAL
Agricultural Equipment Technician	2	121	46	169
Aircraft Maintenance Journey person	12	72	6	90
Automotive Painter	5	17	2	24
Automotive Service Technician	16	423	89	528
Boilermaker	2	35	4	41
Bricklayer	–	55	13	68
Cabinetmaker	9	38	17	64
Carpenter	42	1,260	280	1,582
Computer Numerical Control Machinist	1	–	1	2
Concrete Finisher	–	24	7	31
Construction Craft Worker	3	34	6	43
Construction Electrician	52	1,561	296	1,909
Cook	196	143	68	407
Crane and Hoisting Equipment Operator (Boom Truck Hoist Operator)	–	8	2	10
Crane and Hoisting Equipment Operator (Mobile Crane Operator)	1	50	8	59
Crane and Hoisting Equipment Operator (Tower Crane Operator)	–	6	2	8
Diesel Engine Mechanic	2	129	20	151
Electric Motor System Technician	–	3	–	3
Electrologist	1	1	1	3
Esthetician	134	1	51	186
Esthetician – Nail Technician	58	5	36	99
Esthetician – Skin Care Technician	11	–	4	15
Floorcovering Installer	–	14	2	16
Gas Turbine Repair & Overhaul Technician	–	13	1	14
Gasfitter (Commercial A)	–	34	4	38
Gasfitter (Domestic B)	2	55	15	72
Glazier	–	10	2	12
Hairstylist	590	72	196	858
Heavy Duty Equipment Technician	9	246	35	290
Industrial Electrician	3	136	11	150
Industrial Mechanic (Millwright)	7	216	41	264
Instrumentation and Control Technician	4	21	6	31
Insulator (Heat and Frost)	5	55	9	69

OCCUPATION	FEMALE	MALE	UNKNOWN	TOTAL
Ironworker (Generalist)	1	63	6	70
Landscape Horticulturist	21	64	19	104
Lather (Interior Systems Mechanic)	2	57	9	68
Machinist	1	81	13	95
Marine and Outdoor Power Equipment Technician	3	57	11	71
Motor Vehicle Body Repairer (Metal and Paint)	9	187	45	241
Painter and Decorator	7	23	4	34
Partsperson	7	34	5	46
Plumber	11	872	135	1,018
Pork Production Technician	9	92	13	114
Power Electrician	2	11	–	13
Pre-Engineered Building Erector	–	9	1	10
Railway Car Technician	3	171	36	210
Recreation Vehicle Service Technician	–	5	1	6
Refrigeration and Air Conditioning Mechanic (Commercial)	10	291	36	337
Refrigeration and Air Conditioning Mechanic (Residential)	1	79	16	96
Rig Technician	–	–	–	–
Roofer	1	63	12	76
Sheet Metal Worker	4	190	30	224
Sloped Roofer	–	7	–	7
Sprinkler System Installer	–	66	5	71
Steamfitter-Pipefitter	1	139	16	156
Steel Fabricator	–	–	–	–
Tool and Die Maker	–	7	4	11
Transport Trailer Technician	–	29	3	32
Truck and Transport Mechanic	7	318	57	382
Water and Wastewater Technician – Certification	1	8	1	10
Water and Wastewater Technician – Wastewater Collection Operator	–	–	–	–
Water and Wastewater Technician – Wastewater Treatment Operator	–	–	–	–
Water and Wastewater Technician – Water Distribution Operator	–	–	–	–
Water and Wastewater Technician – Water Treatment Operator	–	1	–	1
Welder	9	198	48	255
Grand Total	1,277	7,980	1,807	11,064

NEW REGISTRATIONS BY TRADE AND GENDER

As of March 31, 2018

OCCUPATION	FEMALE	MALE	UNKNOWN	TOTAL
Agricultural Equipment Technician	1	42	8	51
Aircraft Maintenance Journeyperson	3	24	1	28
Automotive Painter	3	5	1	9
Automotive Service Technician	3	117	20	140
Boilermaker	1	5	–	6
Bricklayer	–	10	4	14
Cabinetmaker	3	14	3	20
Carpenter	12	238	47	297
Computer Numerical Control Machinist	–	–	–	–
Concrete Finisher	–	2	2	4
Construction Craft Worker	–	4	2	6
Construction Electrician	8	289	57	354
Cook	88	35	24	147
Crane and Hoisting Equipment Operator (Boom Truck Hoist Operator)	–	3	–	3
Crane and Hoisting Equipment Operator (Mobile Crane Operator)	–	20	2	22
Crane and Hoisting Equipment Operator (Tower Crane Operator)	–	1	2	3
Diesel Engine Mechanic	–	–	–	–
Electric Motor System Technician	–	2	–	2
Electrologist	1	1	–	2
Esthetician	37	–	18	55
Esthetician – Nail Technician	23	1	13	37
Esthetician – Skin Care Technician	5	–	–	5
Floorcovering Installer	–	2	–	2
Gas Turbine Repair & Overhaul Technician	–	–	–	–
Gasfitter (Commercial A)	–	17	2	19
Gasfitter (Domestic B)	–	15	4	19
Glazier	–	2	–	2
Hairstylist	135	16	59	210
Heavy Duty Equipment Technician	1	68	6	75
Industrial Electrician	–	11	–	11
Industrial Mechanic (Millwright)	1	41	7	49
Instrumentation and Control Technician	2	2	1	5
Insulator (Heat and Frost)	1	11	8	20

OCCUPATION	FEMALE	MALE	UNKNOWN	TOTAL
Ironworker (Generalist)	1	14	2	17
Landscape Horticulturist	10	31	4	45
Lather (Interior Systems Mechanic)	–	9	3	12
Machinist	–	13	4	17
Marine and Outdoor Power Equipment Technician	1	14	4	19
Motor Vehicle Body Repairer (Metal and Paint)	4	35	9	48
Painter and Decorator	1	1	–	2
Partsperson	2	9	–	11
Plumber	–	97	20	117
Pork Production Technician	2	16	2	20
Power Electrician	–	–	–	–
Pre-Engineered Building Erector	–	–	–	–
Railway Car Technician	–	–	–	–
Recreation Vehicle Service Technician	–	–	–	–
Refrigeration and Air Conditioning Mechanic (Commercial)	1	37	7	45
Refrigeration and Air Conditioning Mechanic (Residential)	–	10	2	12
Rig Technician	–	–	–	–
Roofer	–	12	1	13
Sheet Metal Worker	2	20	3	25
Sloped Roofer	–	–	–	–
Sprinkler System Installer	–	11	1	12
Steamfitter-Pipefitter	–	24	1	25
Steel Fabricator	–	–	–	–
Tool and Die Maker	–	1	3	4
Transport Trailer Technician	–	4	1	5
Truck and Transport Mechanic	1	80	7	88
Water and Wastewater Technician – Certification	–	–	–	–
Water and Wastewater Technician – Wastewater Collection Operator	–	–	–	–
Water and Wastewater Technician – Treatment Operator	–	–	–	–
Water and Wastewater Technician – Distribution Operator	–	–	–	–
Water and Wastewater Technician – Water Treatment Operator	–	–	–	–
Welder	3	60	4	67
Grand Total	356	1,496	369	2,221

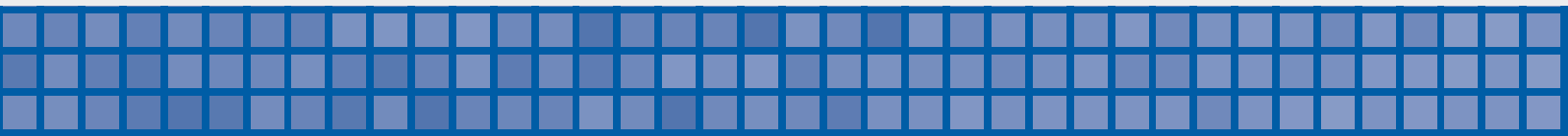
HIGH SCHOOL APPRENTICESHIP PROGRAM

As of March 31, 2018

OCCUPATION	NEW REGISTRATIONS	ACTIVE
Agricultural Equipment Technician	18	31
Aircraft Maintenance Journeyman	1	1
Automotive Painter	2	5
Automotive Service Technician	28	56
Boilermaker	–	–
Bricklayer	2	7
Cabinetmaker	8	17
Carpenter	65	178
Computer Numerical Control Machinist	–	–
Concrete Finisher	4	16
Construction Craft Worker	6	26
Construction Electrician	33	56
Cook	112	240
Crane and Hoisting Equipment Operator (Boom Truck Hoist Operator)	–	–
Crane and Hoisting Equipment Operator (Mobile Crane Operator)	1	1
Crane and Hoisting Equipment Operator (Tower Crane Operator)	–	–
Diesel Engine Mechanic	–	–
Electric Motor System Technician	1	1
Electrologist	–	–
Esthetician	3	4
Esthetician – Nail Technician	2	2
Esthetician – Skin Care Technician	–	–
Floorcovering Installer	1	12
Gas Turbine Repair & Overhaul Technician	–	–
Gasfitter (Commercial A)	–	–
Gasfitter (Domestic B)	1	3
Glazier	2	2
Hairstylist	22	36
Heavy Duty Equipment Technician	20	33
Industrial Electrician	–	2
Industrial Mechanic (Millwright)	6	11
Instrumentation and Control Technician	1	2
Insulator (Heat and Frost)	–	2

OCCUPATION	NEW REGISTRATIONS	ACTIVE
Ironworker (Generalist)	–	–
Landscape Horticulturist	30	59
Lather (Interior Systems Mechanic)	2	9
Machinist	1	6
Marine and Outdoor Power Equipment Technician	8	15
Motor Vehicle Body Repairer (Metal and Paint)	16	34
Painter and Decorator	–	7
Partsperson	6	21
Plumber	17	37
Pork Production Technician	20	66
Power Electrician	–	–
Pre-Engineered Building Erector	–	2
Railway Car Technician	–	–
Recreation Vehicle Service Technician	–	3
Refrigeration and Air Conditioning Mechanic (Commercial)	2	6
Refrigeration and Air Conditioning Mechanic (Residential)	–	4
Rig Technician	–	–
Roofer	6	18
Sheet Metal Worker	2	12
Sloped Roofer	–	1
Sprinkler System Installer	–	1
Steamfitter-Pipefitter	–	–
Steel Fabricator	–	–
Tool and Die Maker	4	4
Transport Trailer Technician	2	2
Truck and Transport Mechanic	22	39
Water and Wastewater Technician	–	1
Welder	35	58
Grand Total	512	1,149





CONTACT INFORMATION

Apprenticeship and Certification Board
c/o Manager, Policy, Legislation and Board Operations
100 –111 Lombard Ave
Winnipeg MB R3B 0T4
Email: apprenticeshipboard@gov.mb.ca

USEFUL LINKS

A list of informative links for employers, apprentices, stakeholders and jurisdictions can be found at:

<http://www.manitoba.ca/tce/apprent/links>.

