



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF LABOR STANDARDS
DIVISION OF APPRENTICE STANDARDS

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

ROSALIN ACOSTA
SECRETARY

PATRICK MITCHELL
DIRECTOR,
APPRENTICESHIP EXPANSION &
WORK-BASED LEARNING

No. 04-06092020

Apprenticeship Issuance

Policy
 Information

To: Registered Apprenticeship Sponsors and Apprentices

From: Patrick Mitchell, Director, Apprenticeship Expansion and Work-Based Learning

Date: June 9, 2020

Subject: Division of Apprentice Standards policy in accordance with Governor Baker's Extension of Professional Licenses Order on March 18 and March 26, 2020

Purpose: To notify Registered Apprenticeship Sponsors and other relevant stakeholders of new guidance related to the extension of Apprenticeship Identification (ID) Cards and Apprenticeship Program Registration for 90 days after the state of emergency is terminated or rescinded, whichever is first.

Background: On March 18, 2020, Governor Baker issued an Executive Order stating, "Any occupational license, certificate or registration issued by a state agency or any board of registration or division with licensing authority within in a state agency to an individual person not covered by [previous orders] that is in good standing as of the date of this Order and that has expired or will expire during the state of emergency, is hereby extended and shall remain valid until 90 days following the termination of the state of emergency."

On March 26, 2020 Governor Baker issued COVID-19 Order No. 18 stating, "Any professional license, certificate, or registration issued by a state agency or any board of registration or division or licensing authority within in a state agency to any for-profit or non-profit business or organization not covered by [previous orders] that is in good standing as of the date of this Order and that has expired, or will expire, during the state of emergency, is

hereby extended and shall remain valid until 90 days following the termination of the state of emergency.

Under both Orders, "in good standing" shall include a registration that is subject to probation or non-disciplinary conditions, but shall not include a license that is revoked, cancelled, surrendered, suspended, or subject to disciplinary restrictions."

Accordingly, the Division of Apprentice Standards (DAS), under its existing authority, is issuing the following policy guidance in order to provide additional clarification of existing or new policy requirements in adherence of the Governor's Executive Order.

Policy: Per the Governor's Orders "Extending the Registrations of Certain Licensed Professionals" and "Order Extending Certain Professional Licenses, Permits, and Registrations Issued by Commonwealth Agencies" the Division of Apprentice Standards, as of March 18, 2020, extends all licenses, registrations and certifications issued by the agency by 90 days after the state of emergency is declared over. Specifically:

- 1) Any individual registered by DAS whose Apprenticeship ID Card expiration occurs after March 10, 2020, will not be required to renew their license until 90 days after the state of emergency is declared over;
- 2) Any company who has a Registered Apprenticeship program with DAS and is currently required to submit a Sponsor Fee after March 10, 2020, will not be required to renew their program and submit such a fee until 90 days after the state of emergency is declared over; and
- 3) Companies and individuals whose license, registration and/or certificate has expired since March 10, 2020 may continue to operate as if their license had not expired.

All requirements of renewal will remain in effect, except that training requirements are also extended until 90 days after the state of emergency is declared over. Sponsors remain required to administer all wage progressions associated with wage rates and percentages agreed upon in existing Apprentice Agreements, which remain enforceable during the state of emergency. Such that, if a Registered Apprentice completes Related Training Instruction (RTI) and On-the-Job Training (OJT) requirements during the extension period that would otherwise enable the individual to either a) receive a progressive increase of wages (i.e. step increase) in accordance the approved Apprentice Agreement on file with the Division or b) complete all apprenticeship requirements (i.e. Journey), the Sponsor is required to administer any associated wage rate or percentage increases to the apprentice immediately upon meeting such requirements. Furthermore, a Sponsor must still notify the Division within 45 days of persons who have successfully completed apprenticeship programs during the state of emergency, per 454 CRM Sec. 26.04(3).

Moreover, all Apprentice Standards remain in effect during the period of emergency, with the exception of license renewal requirements set forth in aforementioned the Governor's

Orders, and are enforceable by the Division of Apprentice Standards including any disciplinary actions and other related authority granted to the Division per 454 CRM 26.00.

Companies and individuals may still elect to submit their Apprentice ID renewal applications or Sponsor Fees during the emergency. All applications and payments must be submitted online, until further notice. For more information, please visit <https://www.mass.gov/lists/apprenticeship-program-forms-and-publications>. Apprentice ID Cards may be renewed online via a link available here: <https://www.mass.gov/info-details/apprentice-id-cards>

**

Requested: Please share this issuance with all appropriate managers, staff, and apprentices

Effective: Immediately