

NRA – IATSE LOCAL 720
APPRENTICE AND JOURNEYMAN
TRAINING AND EDUCATION TRUST
TRAINING PROGRAM AND POLICIES

EFFECTIVE MAY 7, 2008

1. Preamble.

- A. The NRA – IATSE Local 720 Apprentice and Journeyman Training and Education Trust (“Trust”) recognizes the need for continuous training to maintain the high levels of skill and competence demanded in this industry, to provide adequate numbers of skilled workers, to insure public satisfaction, and provide for the growth and progress of the industry within the community.
- B. Experience has demonstrated that the only practical and sound method of preparing workers for skilled occupations is through planned training, providing for employment and training under actual job conditions by skilled workers. In addition, the apprentices’ and journeymen’s knowledge and understanding of the trade is broadened through participation in approved courses of related and supplemental training.
- C. Further, recognizing that the responsibility for training rests with those in the industry who are users of those skills, the Trustees have formulated and adopted this training program and policies (“Program”) for the training of apprentices and journeymen in this industry.

2. Definitions.

- A. “Applicant” means a person who has applied for a Program class.
- B. “Board” means the Board of Trustees of the Trust.
- C. “Employer” means any person or entity that is bound by a Collective Bargaining Agreement or other written agreement requiring contributions to the Trust. “Employer” may also include the Trust and the Union, as the context may require.
- D. “Program” means this entire document, including attachments.

- E. "Trust" means the NRA – IATSE Local 720 Apprentice and Journeyman Training and Education Trust.
- F. "Union" means the International Alliance of Theatrical Stage Employees, Moving Picture Technicians, Artists and Allied Crafts of the United States, its Territories and Canada, Local 720, Las Vegas, Nevada.

3. Duties of the Board. In accordance with this Program, the Board shall:

- A. Determine industry training needs and skill requirements, and develop other data essential to establishing adequate and effective plans and programs of training.
- B. Periodically review this Program and keep it consistent with industry standards.
- C. Publicize the available Program classes in a manner reasonably intended to provide adequate and fair notice to all potential Applicants.
- D. Establish minimum qualifications for training applicants within the area covered by this Program and devise a system of selection that will assure the industry of competent workers and provide all candidates with an equal opportunity to participate in the Program.
- E. Determine the kind and amount of instruction to be provided.
- F. Establish a system of maintaining records, reports and examinations for at least 5 years, which will provide a means of determining training completed by each student in the Program.
- G. Resolve any differences or disputes that may arise in relation to the Program.
- H. Be responsible for the successful operation of this Program through appropriate administration and supervision of all phases of instruction.
- I. Provide adequate and safe equipment and facilities for training.

4. Curriculum. The Board shall approve a selection of Program classes each year, as proposed by the Training Director, which may include (but is not limited to):

- A. Stage Carpentry
- B. Stage Electrical & Lighting
- C. Stage Sound
- D. Stage Rigging

- E. Stage Audio-Visual
- F. Stage Wardrobe & Wigs
- G. The Board may also approve and authorize reimbursement of costs (including reasonable travel, lodging and related student expenses) associated with qualified students' attendance at related classes offered by other entities or institutions, including but not limited to college courses and manufacturers' training seminars.

5. Qualifications for Program Admission.

- A. Must be at least 18 years of age.
- B. Must be physically able to perform all work of the trade with reasonable accommodation if necessary.
- C. Must have worked under the Local 720 Collective Bargaining Agreement ("CBA") with employers signatory to a Local 720 CBA ("Covered Employment") and meet one of the following:
 - (1) First Priority Placement. Must have at least \$10,000 in earnings in Covered Employment. Applicants meeting this requirement shall be give first priority for class placement on a first-come first-served basis.
 - (2) Second Priority Placement. Must have any amount in earnings in Covered Employment and pay a \$50 admission (\$25 for Craft 5 classes), which shall be in addition to any required materials fee. Second priority placement is subject to availability following first priority placement on a first-come first-served basis.
 - (3) Third Priority Placement. In the event class space remains after placement of any first or second priority applicants, the Training Director shall have discretion to offer admission to applicants not otherwise meeting the requirements of Subsection 5, on a nondiscriminatory basis, for the sole benefit of the industry and its employees, and subject to report and ratification by the Trustees at the next regularly-scheduled Trust meeting.

6. Application and Selection for Program Class Admission

- A. Admission to Program classes shall be without discrimination because of race, color, creed, sex, sexual orientation, religion, age, disability or national origin.

- B. The Board shall maintain records of application and admission for all Program classes for at least 5 years.
- C. The training director will provide a list of classes offered with specific times and dates. All sign-ups will be taken by phone by recorded message. Applicants will be assigned to classes on a first-call first-assigned basis, if they meet the prerequisites (if any).
- D. The Trust shall not retain class applications for those not admitted to a particular class. Each applicant must apply separately for each new class. Applications are void following completion of the first day of any class.
- E. All Applicants will be reviewed by the Training Director, including a review of each Applicant's skill card, to insure that each Applicant has satisfied any prerequisites that may be required for the relevant Program class. Different class levels may have different prerequisites, including but not limited to basic courses and specialized high-end classes.
- F. Qualified Applicants shall be offered enrollment in scheduled Program classes on a first-come first-served basis. Applicants who have not responded to an offer of enrollment after two attempts to contact the Applicant shall be removed from the Applicant list.

7. Enrollment Requirements.

- A. Each accepted Applicant must pay to the Trust a \$25 materials fee prior to each class.
- B. Any admitted applicant who fails to attend or complete a Program class shall be ineligible for class admission for a period of 6 months thereafter. This 6-month period of ineligibility shall be waived upon payment of a \$50 reinstatement fee.
- C. Any Applicant who fails to attend a Program class, once enrolled, without any prior notice to the Training Director, will be ineligible for future Program classes for a period of 90 days.

8. Class Conduct and Procedures.

- A. All Applicants who have been accepted into a Program class are required to be on time for the start of class every day. Those arriving more-than 5 minutes after the scheduled time will not be admitted. Anyone who is late more than once for a Program class shall be excluded from further participation in the class and will forfeit the material fee and security deposit for that class.

- B. All cell phones must be off during Program classes. The instructor will determine all break schedules, including lunch breaks.
- C. All workbooks and materials will be provided by the Trust at the beginning of each Program class and will not be replaced if lost or damaged.
- D. The instructor may require each student to bring certain tools to certain classes, and, if so, it is the student's sole responsibility to do so. All other tools and equipment provided by the Trust are the property of the Trust and must be handled with proper care and returned at the end of each class day.
- E. Proper attire for all Program classes is mandatory. No open-toe shoes, tank tops, halter tops, obscene t-shirts will be permitted. Certain Program classes will require Show Blacks for testing day or field trips, where applicable.
- F. Any person disrupting a Program will be excluded from further participation in the class. No refunds of material fees or security deposits will be given in such cases.
- G. All those attending Program classes must conduct themselves in a safe manner. Anyone conducting themselves in an unsafe manner or failing to comply with the instructor's guidelines and instructions will be removed from the class immediately and will forfeit the material fee and security deposit for that class.
- H. Immediate expulsion will result from fighting, theft, sexual harassment or other inappropriate behavior, and will forfeit the material fee and security deposit for that class.
- I. Any individual who fails a Program class shall be permitted to repeat the class only once.

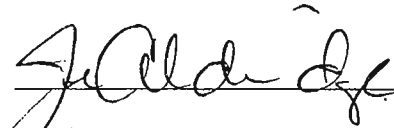
9. Testing.


- A. Upon completion of each Program class, the instructor will administer the necessary tests. All written tests require a minimum passing grade of 70% before any additional practical exam will be administered.
- B. Any student that fails a written exam shall be permitted one additional opportunity to pass the written test, which must be scheduled within 48 hours of class completion. If the Applicant has not scheduled a retest within 48 hours, he or she may be required to wait to retest until the next regularly-scheduled testing for that class. A student that fails to complete

the practical testing portion of any Program class may also be required to wait to retest until the next regularly-scheduled testing for that class.

- C. Students who fail to achieve a passing grade may be allowed to repeat a Program class, subject to availability. Anyone who fails the same class twice will not be allowed to repeat that class.
- D. Testing in Lieu of Class Attendance. Experienced employees who satisfy the requirements of subsections 5(A)–(B) may request to challenge a class by providing documentation of past experience to the Training Director such as evidence of work history, paying a \$50 fee for any required practical test, and taking the applicable test for a class. In the event the number of employees seeking to challenge a class requires it, the Training Director may establish a reasonable, nondiscriminatory priority system for administering such challenge tests as he deems appropriate.

Adopted this 27th day of August, 2008.


Chairman


Secretary
Trustee

ACKNOWLEDGEMENT AND AGREEMENT TO TRAINING PROGRAM AND PROCEDURES. The undersigned Applicant hereby acknowledges receipt of and agrees to the IATSE Local 720 Training Program and Polices:

_____ Date: _____

Signature

Print name: _____

AMENDMENT ONE
to the
NRA – IATSE LOCAL 720
APPRENTICE AND JOURNEYMAN
TRAINING AND EDUCATION TRUST
TRAINING PROGRAM AND POLICIES

EFFECTIVE AUGUST 27, 2008

- 1. Section 8(B) is hereby amended as indicated:
 - B. All cell phones and all other personal electronic devices must be off during Program classes. The instructor will determine all break schedules, including lunch breaks.

- 2. Section 8(H) is hereby amended as indicated:
 - H. Immediate expulsion will result from fighting, theft, sexual harassment, use of alcohol or drugs (other than properly prescribed medications), or other inappropriate behavior, and will forfeit the material fee and security deposit for that class.

Adopted this ____ day of _____, 2008.

Chairman

Secretary