



APPENDIX A

PLANT MAINTENANCE – CARPENTER

D.O.T. CODE 860.281-010

O*NET CODE 47-2031.01

This training outline is the current standard for Work Processes and Related Instruction. Changes in technology, regulations, and safety/health issues may result in the need for additional on-the-job or classroom training.

WORK PROCESSES

	<u>Approximate Hours</u>
A. <u>Tools and Materials</u>	800
1. Care, cleaning, and safe use of hand tools, power tools, measuring devices, woodworking machinery	
2. Identifying trade materials and their uses	
3. Safely using ladders and scaffolding	
4. Welding and cutting, as they pertain to the trade	
B. <u>Form Building</u>	1,000
1. Reading blueprints, plans, specifications	
2. Layout	
3. Building and placing forms for such items as: foundations, footings, stairways, floors, walls, columns	
4. Locating and erecting forms for ground-mounted solar collector systems (if applicable)	
5. Stripping and salvaging forms for re-use	

C. Rough Framing 1,000

1. Reading blueprints, plans, specifications
2. Layout
3. Building and erecting scaffolding
4. Framing such items as: floors, walls, roofs, stairs
5. Installing sills
6. Trimming for openings
7. Laying roof decking
8. Applying roof covering (if in keeping with area practices)
9. Plumbing and leveling

D. Outside Finishing 1,000

1. Putting on insulation board or housewrap (if in keeping with area practices)
2. Laying out and installing door frames and jambs
3. Laying out and installing window frames
4. Fitting and sanding doors and windows
5. Applying exterior door and window trim and hardware
6. Applying insulation and soundproofing (if in keeping with area practices)
7. Cutting and installing water tables
8. Constructing and applying cornice and soffit
9. Constructing verge or bargeboards
10. Installing gutters (if in keeping with area practices)
11. Constructing and setting columns
12. Constructing and setting newels and railings
13. Constructing porches and entrance canopies (if applicable)
14. Applying outside wall coverings (if in keeping with area practices)
15. Laying out, constructing, setting louvers
16. Installing other exterior trim
17. Applying all hardware and fittings to outside of building

E. Inside Finishing 1,000

1. Fitting, sanding, installing doors and windows
2. Applying interior door and window trim
3. Applying hardware and fittings to interior of building, doors, windows
4. Applying baseboards and moldings
5. Applying interior trim
6. Constructing and setting storage units such as: cupboards, cabinets, wardrobes
7. Constructing and setting stair work
8. Preparing sub-floor and applying finished wood floorings
9. Laying other types of finished flooring (if in keeping with the carpenter craft and area practices)

F. Acoustics and Drywall 1,000

1. Ceilings – laying out, cutting, assembling, and installing materials and component parts:
 - a. hangers, channels, furring and backing boards
 - b. bars: main tees, cross tees, splines
 - c. stiffeners and braces
 - d. ceiling angles or moldings
 - e. finish ceiling materials
2. Walls and Partitions – laying out, cutting, assembling, erecting, applying materials and component parts:
 - a. floor and ceiling runners
 - b. studs (wood and metal), stiffeners, bracing, fireblocking
 - c. resilient and furring channels
 - d. laying out, framing, enclosing vents, light wells, other openings
 - e. wall angles and moldings
 - f. soffit work
 - g. drywall installation on metal framing
 - h. studless and laminated installations
 - i. thermal and sound insulation (if in keeping with area practices)
 - j. backing and finish materials
 - k. fireproofing columns, beams, chases

G.	<u>Hazardous Materials (optional*)</u>	100
	1. Asbestos abatement	
	2. Handling and disposing of other hazardous materials	
H.	<u>Miscellaneous (if in keeping with area practices, and if applicable)</u>	1,000
	1. Building walkways	
	2. Erecting shoring	
	3. Building weather protection devices and structures	
	4. Erecting fencing	
	5. Using prefabricated components	
	6. Changing locks	
	7. Repairing broken furniture	
	8. Moving and installing machinery	
	9. Installing and repairing counters	
	10. Installing glass in windows, doors, partitions	
	11. Replacing damaged wall coverings	
	12. Installing window treatments	
	13. Installing fans	
I.	<u>Repair and Maintenance</u>	1,100
TOTAL HOURS		8,000

*If optional work processes are not selected, the hours should be devoted to further mastery of the other required work processes.

Apprenticeship work processes are applicable only to training curricula for apprentices in approved programs. Apprenticeship work processes have no impact on classification determinations under Article 8 or 9 of the Labor Law. For guidance regarding classification for purposes of Article 8 or 9 of the Labor Law, please refer to <http://www.labor.state.ny.us/workerprotection/publicwork/PDFs/Article8FAQS.pdf>.

APPENDIX B

PLANT MAINTENANCE – CARPENTER

RELATED INSTRUCTION

Safety and Health

Fundamentals of Safety and Accident Prevention
Proper Use of Personal Protective Equipment (PPE)
Fall Prevention and Protection
Drug and Alcohol Awareness
Blood-Borne Pathogens
Confined Space Safety
OSHA 10-Hour Construction Course
Right-To-Know/MSDS
Asbestos Safety

If apprentice will do any handling of asbestos:

Successfully complete a course approved by the New York State Department of Health for “Asbestos Handler” and obtain, and keep current, an “Asbestos Handler (Worker)” certificate from the New York State Department of Labor.

If apprentice will do no handling of asbestos:

Asbestos Awareness – minimum 4 hours (see attachment)

HAZWOPER – if Work Process G-2 from Appendix A is selected

First Aid – minimum 6.5 hours every 3 years

Blueprints

Elementary Blueprint Reading for the Building Trades
Advanced Blueprint Reading for the Building Trades
Freehand Sketching and Layouts

Mathematics

Review of Basic Mathematics (arithmetic, algebra, geometry)
Trade Applications
Measurement
Estimating for the Trade

Trade Theory and Science

Carpentry and the Other Skilled Construction Trades
Materials of the Trade
Tools of the Trade

State and Local Building Codes
Form Building and Foundations
Rough Framing
Sheathing and Insulation (if applicable)
Outside Finishes
Inside Finishes
Stair Building and Finishing
Cabinetmaking
Welding and Cutting
Acoustics and Drywall
Solar Collector Systems (if applicable)

Other Workplace Skills

Communication Skills
Sexual Harassment Prevention Training – minimum 3 hours

Other Related Courses as Necessary

A minimum of 144 hours of Related Instruction is required for each apprentice for each year.

ATTACHMENT TO APPENDIX B

Asbestos Awareness

This course must be delivered by one of the following:

1. A provider currently approved by the New York State Department of Health to deliver asbestos safety training.
2. A person holding a current Asbestos Handler certificate from the New York State Department of Labor in the title of: Inspector, Supervisor, Project Monitor, Management Planner, or Project Designer.
3. Anyone otherwise approved by the New York State Education Department.

Minimum course contents must include the following:

1. Definition of asbestos
2. Types and physical characteristics
3. Uses and applications
4. Health effects:
 - Asbestos-related diseases
 - Risks to families
 - Cigarette smoking
 - Lack of safe exposure level
5. Employer-specific procedures to follow in case of potential exposure, including making a supervisor or building owner immediately aware of any suspected incidental asbestos disturbance so that proper containment and abatement procedures can be initiated promptly.

Notwithstanding the above course requirement, employers are advised that they must also be in compliance with New York State Department of Labor Industrial Code Rule 56 at all times.

Employers are further advised, and must advise all apprentices, that completion of the above course requirement does not authorize any person to remove, encapsulate, enclose, repair, disturb, or abate in any manner, any friable or non-friable asbestos, asbestos containing material, presumed asbestos containing material, or suspect miscellaneous asbestos containing material.