

State Machine Tool Apprenticeship Advisory Committee • Madison WI
CNC Technician • XXXXXXXX
Exhibit A - Program Provisions

March 2016

TERM OF APPRENTICESHIP: The term of apprenticeship shall be Time-based, which has been established to be three years of not less than 6,320 hours. Hours of labor shall be the same as established for other skilled employees in the trade.

PROBATIONARY PERIOD: The probationary period shall be the first 12 months of employment, but in no case shall it exceed twelve calendar months. During the probationary period, this contract may be cancelled by the apprentice or the sponsor upon written notice to the Department, without adverse impact on the sponsor.

SCHOOL ATTENDANCE: The apprentice shall attend the Wisconsin Technical College System or other approved training provider, as assigned, for paid related instruction four hours per week or the equivalent and satisfactorily complete the prescribed course material for a minimum of 432 hours, unless otherwise approved by the Department. The employer must pay the apprentice for attended related instruction hours at the same rate per hour as for services performed.

WORK PROCESS SCHEDULE: In order to obtain well-rounded training and thereby qualify as a skilled worker in the trade, the apprentice shall have experience and training in the following areas. This instruction and experience shall include the following operations but not necessarily in the sequence given. Time spent on specific operations need not be continuous.

<u>Work Process Description</u>	<u>Approximate Hours</u>	
	(Min	- Max)
Adhere to employer's safety requirements and procedures.	500	
A. Select, use and maintain the proper personnel protective equipment.		
B. Select, use and maintain the proper tools.		
C. Select, use and maintain the proper lifting, moving and manufacturing equipment.		
D. Select, use and ensure the proper precision measuring tool is in calibration.		
E. Establish and maintain safe work sites and zones.		
F. Demonstrate safety practices unique to job requirements.		
Demonstrate awareness of the foundations of CNC programming.	300	
A. Identify the coordinate system for all machine tools used by the employer.		
B. Demonstrate awareness of all G and M codes or conversational programming.		
C. Adhere to the employer's procedure for sending, receiving and modifying programs .		
D. Perform basic modifications to programs used by the employer.		
Perform precision measurement and inspection.	300	
A. Review work instructions and specifications critical to quality.		
B. Verify parts' dimensions using calibrated precision measuring and marking tools.		
C. Ensure parts conform to specifications critical to quality.		
D. Exchange technical information with supervisor and appropriate personnel.		

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Set up CNC machines.	1800
A. Analyze all safety requirements and job instructions used by employer.	
B. Select the appropriate machine.	
C. Select the proper holding fixture, cutting tool, attachment, material, and program.	
D. Fabricate minor fixtures, if needed.	
E. Align and secure the proper holding fixture, cutting tool, attachment, and material.	
F. Set up tool lengths and work origins.	
G. Calculate and set controls to regulate machining.	
H. Perform the initial run.	
I. Inspect the work-piece to ensure part conforms with specifications.	
J. Adjust offsets on tooling to ensure part conforms with specifications and cycle time.	
Perform milling, drilling, turning and threading on CNC machines	2500
A. Operate the machine according to the employer's procedure.	
B. Inspect the workpiece at the appropriate quality frequency.	
C. Maintain all offsets on tooling, if needed, to conform with specifications.	
D. During the machining process, inspect and maintain equipment and tools.	
E. During the machining process, maintain a clean and orderly work station.	
F. Document adjustments to set up instructions.	
G. When job is complete, inspect, clean and return fixtures, tooling and equipment to proper area.	
Local Options	488
Paid Related Instruction	432
TOTAL	6,320

The above schedule is to include all operations and such other work as is customary in the trade.

MINIMUM COMPENSATION TO BE PAID:

The apprentice's wage must average no less than 60% of the skilled wage rate during the term of the apprenticeship. (DWD 295.04)

Base skilled wage rate N/A per hour.

If at any time the base skilled wage rate rises or falls, the apprentice's wage shall be adjusted proportionately. The wage rate of apprentices employed in this trade and this firm shall be based on the base skilled wage rate stated above.

All apprentices are covered by State and Federal Wage and Hour Standard requirements. All apprentices shall be paid no less than the minimum wage established under regulations.

CREDIT PROVISIONS: The apprentice, granted credit at the start or during the term of the apprenticeship, shall be paid the wage rate of the pay period to which such credit advanced the apprentice.

Work credit hours approved:

N/A

DETA-10408-E (R. 12/2010)

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School credit hours approved:	
Paid related instruction:	N/A
Unpaid related instruction:	N/A
Total credit hours to be applied to the term of the apprenticeship:	N/A

SPECIAL PROVISIONS:

The apprentice will complete standard Red Cross First Aid and CPR courses during the first year of the apprenticeship and maintain such certification throughout the apprenticeship.

The apprentice must attend and successfully complete the Transition to Trainer course during the last twelve (12) months of the Apprentice Contract.

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