



# IRAP Training Plan

## Construction Equipment Technology

This training plan is designed to acknowledge progressively advancing, industry-essential skills and must include the following components.

	<p><b>Paid Work Component</b> The paid work component meets federal, state, and local minimum wage requirements. It outlines the points at which wages will increase (if any) and if the apprentice will incur any costs or expenses.</p>
	<p><b>On-the-Job Training/Work Experience</b> The On-the-Job Training/Work Experience component documents and structures the job functions, key activities and performance descriptions that will advance competencies and skills while on the job. It identifies a qualified mentor and guides feedback and regular supervision.</p>
	<p><b>Related Instruction</b> The Related Instruction component outlines the curriculum that compliments and supports the On-the-Job Training/Work Experience. It ensures that industry competency standards are achieved.</p>
	<p><b>Industry Recognized Credential</b> This component identifies the industry recognized credential earned upon completion as well as any other supplemental credentials and the applicable assessment strategies.</p>
	<p><b>Equal Employment Opportunity</b> This IRAP affirms adherence to EEO laws and regulations (federal, state, and local/regional). We outline a process for filing a complaint and assign responsibility to an individual to receive, process and resolve complaints.</p>
	<p><b>Apprentice Agreement</b> This training plan along with our attached apprentice agreement outlines the terms and conditions of employment and training, the attendance policy, and the code of conduct. It acknowledges a mutual understanding of responsibilities and expectations of the sponsor and of the apprentice.</p>

# Paid Work Component

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Minimum Stating Wage: \_\_\_\_\_

Please identify if pay will increase throughout the program and if so, at which points will the increases occur.

Please outline any costs/expenses that will be incurred by the apprentice throughout the program.

Do the costs/expenses comply with federal, state and local FLSA requirements?

Yes

No

# On-the-Job/Work Experience

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**Apprentice Name:**

<b>Sponsor Name:</b>					
<b>Address:</b>					
<b>Contact Name/Title:</b>					
<b>Apprentice:</b>					
<b>Mentor:</b>					
<b>Term (number of training hours/years of on-the-job training):</b>					
<b>Credit for previous experience (if any):</b>					
<b>Credentials to be earned:</b>		AEDF Certified Technician			
		<b>Apprentice Initial</b>	<b>Mentor Initial</b>	<b>Supervisor Initial</b>	<b>Date of Completion</b>
<b>Section 1</b>	<b>Safety/Administration</b>				
1.1	Theory and Operation				
1.2	Administrative				
1.3	<i>Employer Specific Competency/Skill</i>				
<b>Section 2</b>	<b>Electronics/Electrical Systems</b>				
2.1	Fundamental Knowledge				

		Apprentice Initial	Mentor Initial	Supervisor Initial	Date of Completion
2.2	Ohm's Law				
2.3	12 and 24 Volt Cranking Systems				
2.4	12 and 24 Volt Charging Systems				
2.5	Lighting, Accessory and Control Systems				
2.6	Electrical Schematics/Diagrams				
2.7	SAE Computer CAN-BUSS Standards				
2.8	Diagnostics				
2.9	<i>Employer Specific Competency/Skill</i>				
<b>Section 3</b>	<b>Hydraulics/Hydrostatics</b>				
3.1	Theory and Operation of Hydraulics and Hydrostatics				
3.2	Fluids, Transfer Components and Filtering				
3.3	Maintenance Procedures				
3.4	Hydraulic Component Rebuild and Replacement				
3.5	Hydraulic Schematics				
3.6	Diagnostics:Systems and Component Troubleshooting				
3.7	<i>Employer Specific Competency/Skill</i>				
<b>Section 4</b>	<b>Power Trains</b>				
4.1	Theory and Operation				

		Apprentice Initial	Mentor Initial	Supervisor Initial	Date of Completion
4.2	Drive Shaft Function and Construction				
4.3	Theory of Hydraulic and Pneumatic Braking Systems				
4.4	Maintenance Practices				
4.5	Power Train Schematics and flow diagrams				
4.6	Troubleshooting and failure analysis				
4.7	Component Rebuild and Analysis				
4.8	<i>Employer Specific Competency/Skill</i>				
<b>Section 5</b>	<b>Diesel Engines</b>				
5.1	Safety				
5.2	Identifying and use of basic tools				
5.3	Theory and Operation				
5.4	Maintenance Practices				
5.5	Component Rebuild				
5.6	Engine Subsystem Components				
5.7	Fuel and Governing Systems				
5.8	Diagnostics				
5.9	<i>Employer Specific Competency/Skill</i>				
<b>Section 6</b>	<b>Air Conditioning and Heating Systems</b>				
6.1	Fundamental Knowledge				
6.2	AC System Operation				
6.3	Servicing AC systems				
6.4	Testing, Troubleshooting and Repairing AC systems				
6.5	Heating System Operation				

		<b>Apprentice Initial</b>	<b>Mentor Initial</b>	<b>Supervisor Initial</b>	<b>Date of Completion</b>
6.6	Servicing Heating Systems				
6.7	Pressurized Cabs				
6.8	<i>Employer Specific Competency/Skill</i>				

# Related Instruction

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## Apprentice Name:

<b>Provider Name:</b>
<b>Address:</b>
<b>Instructor Name:</b>
<b>Type of Instruction:</b>
<b>Point of Contact:</b>
<b>Contact Number:</b>
<b>Additional Credentials Earned:</b>
<b>Number of Total Contact Hours:</b>

Course Name	Dates of Attendance	Contact Hours	Component	Course Description	Comments
<b>Example</b>	<b>Example</b>	<b>Example</b>	<b>Example</b>	<b>Example:</b>	
HAC 115- Blueprint Reading for HVAC	Fall 2021	45		A thorough examination of the components and elements that make up an architectural set of blueprints, including floor plans, foundation, electrical, heating, and plumbing, elevations, details and sections, plot plan, door, window, finish schedules, and general specifications. Residential and light commercial construction will be studied. Intended for the public and tradespersons interested in the general field of architecture	

Course Name	Dates of Attendance	Contact Hours	Component	Course Description	Comments



Course Name	Dates of Attendance	Contact Hours	Component	Course Description	Comments

# Industry Recognized Credential

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Identify the Industry Recognized Credential Earned upon completion of the IRAP

AEDF Certified Technician

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List additional credentials earned throughout the program (if any).

List the assessment strategies that will be used throughout the program.

Will credit for previous experience be granted?

Yes

No

If yes, please identify the number of on-the-job training hours/work experience that will be granted for the apprentice.

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(Please note, the SRE does not grant previous experience for related instruction)

# Equal Employment Opportunities

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We at \_\_\_\_\_ affirm adherence to all  
Company Name

federal, state and local EEO laws and regulations.

The process for filing a complaint is as follows (sponsor may choose to attach a separate document outlining this process).

The following individual is responsible for receiving, processing, and resolving any EEO complaint.

**Contact Person:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

# Apprentice Agreement

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This Apprentice Agreement is intended to acknowledge a mutual understanding of the overall Training Plan and expectations and responsibilities of the sponsor and of the apprentice throughout this IRAP.

The attached Training Plan outlines the following components:

- Wages
- Costs and/or expenses charged to the apprentice
- Skills and competencies to be achieved
- Assessment strategies
- Credentials to be earned

The terms and conditions of employment are as follows:

The attendance policy is as follows (sponsor may choose to attach separate policy as applicable):

The code of conduct is as follows (sponsor may choose to attach separate policy in applicable):

\_\_\_\_\_  
Apprentice Name

\_\_\_\_\_  
Representative of Sponsor/Employer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date