

Nova Scotia  
Apprenticeship Training  
and Skill Development  
Division

**Annual Report**

April 1, 2003 - March 31, 2004



Apprenticeship Training and Skill Development Division  
*Skills and Learning Branch*  
Nova Scotia Department of Education



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## Message from the Director

This has been a dynamic year for the Apprenticeship Training and Skill Development Division defined by a hectic pace, hard work, and wonderful moments of celebration. The newly created division has been challenged this past year to review its operations, set a broader vision, and define a new way of working. I am deeply grateful to the staff for their continued willingness to improve our programs and services, for their dedication, passion, and creative problem-solving. In the end, our programs and services help Nova Scotians create a well-trained workforce and a balanced labour market.

In 2003 - 04, we celebrated many individual and organizational achievements: 648 Nova Scotians were issued a Certificate of Qualification in their chosen trade and 540 Nova Scotians obtained their Interprovincial Red Seal. These accomplishments were recognized at two graduation events in Stellarton and Halifax. One of the graduates, Margaret Horne, overwhelmed us with her keynote address in which she shared her journey as the first woman in Nova Scotia to become a certified Ironworker and the first woman Ironworker in Canada to receive her Red Seal! On International Literacy Day, we presented three workplace learners with Ambassador Awards, one of whom became a media celebrity with the publishing of his book *Mel's Story*. Two companies, Elmsdale Lumber and Minas Basin Pulp and Paper, were honoured by the Conference Board of Canada with excellence awards for their leadership in innovation and effective workplace education programs.

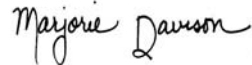
Behind these accomplishments are the everyday successes that enable the Division to improve in its quality and responsiveness:

- The new Apprenticeship and Trades Qualifications Act and General Regulations was proclaimed July 3, 2003. This was the culmination of many volunteer hours from industry and rooted in the Carol MacCulloch/Jim Henley report, *Apprenticeship: Achieving Excellence through Partnership*.
- Industry made a successful application through the Nova Scotia Apprenticeship Board to specify the Sprinkler System Installer trade as compulsory. An Order in Council to this effect was made March 19, 2004.
- Strides were made to increase the awareness youth have of career opportunities in the trades and technologies. Funding was increased to Techsploration to double the number of participating schools and multiple presentations were made regarding the establishment of a youth apprenticeship initiative.
- Following the signing of a tripartite Memorandum of Understanding with the Association of Industry Sector Councils and Human Resources and Skills Development Canada, the Division established the Sector Liaison Program to assist sector organizations with skills

and learning needs. The creation of the Aerospace and Defence Industries Human Resources Partnership and support to the MARLANT civilian workforce renewal strategy represent concrete action by the division under this new program.

This work is not possible without the expertise and commitment of our stakeholders. Thanks to the many individuals and organizations who have contributed to the development and delivery of our programs this year. A special thanks to the Apprenticeship Board, the Nova Scotia Partners for Workplace Education, the Nova Scotia Community College, the University College of Cape Breton, the United Association of Journeymen and Apprentices of the Plumbing and Pipefitting Industry - Local 56, the Nova Scotia Agricultural College, and the Association of Workplace Educators of Nova Scotia.

To another great year,

A handwritten signature in cursive script that reads "Marjorie Davison".

Marjorie Davison, Director  
Apprenticeship Training and Skill Development

# Vision and Mission

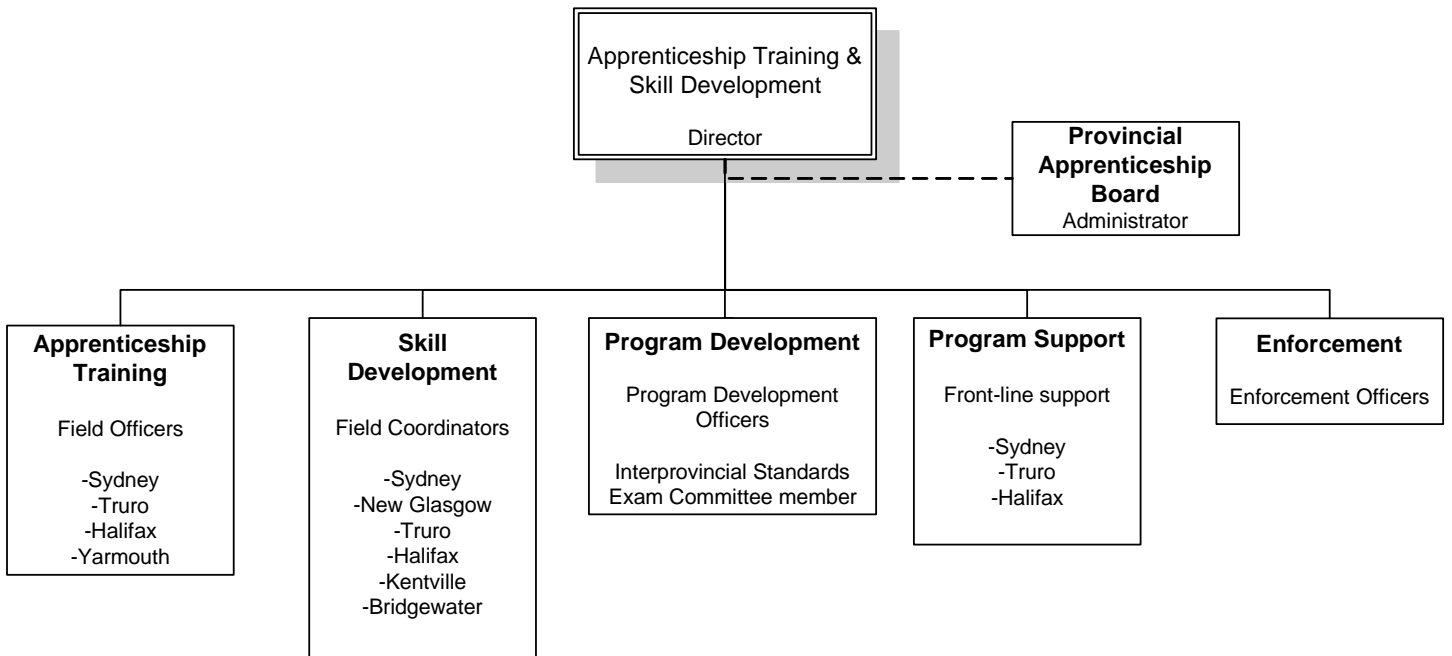
## Vision

Building the capacity of Nova Scotia workplaces, industries, and sectors to value and support workforce development.

## Mission

Working with our partners to create a balanced, skilled, and adaptable workforce through the delivery of quality education and training opportunities.

# Structure



# Apprenticeship Training and Skill Development Division

The staffing complement of the Apprenticeship Training and Skill Development Division is 43 full-time equivalent positions. The division is structured in five sections with distinct, yet interrelated, responsibilities.

## **Apprenticeship Training**

Responsible for registering apprenticeship agreements, providing advice and counseling to apprentices and employers, establishing training plans with clients, and monitoring workplaces to ensure skills are being acquired in the work environment. This section schedules theoretical training and schedules and invigilates interprovincial and practical exams.

The Statutory Authority for the Nova Scotia Apprenticeship Program is the Apprenticeship and Trades Qualifications Act, 2003 and attendant regulations. The Act can be found on the World Wide Web at

[www.gov.ns.ca/legislature/leg/index.htm](http://www.gov.ns.ca/legislature/leg/index.htm) (2003 1<sup>st</sup> session)

[www.gov.ns.ca/just/regulations/rxaa-l.htm#atq](http://www.gov.ns.ca/just/regulations/rxaa-l.htm#atq)

## **Skill Development**

Responsible for essential skills and workforce planning with business, industry, and labour in Nova Scotia. Programs are flexible, customized to meet the needs of small to large businesses, apprentices, displaced and unemployed workers, and specific industry sectors. This section fosters a culture of learning within workplaces and organizations by partnering with stakeholders to invest in education and training.

## **Program Development**

Responsible for coordinating the development of new initiatives and for developing the division's education and training programs, including each of Nova Scotia's apprenticeship programs. The section links with apprenticeship partners in Atlantic Canada to harmonize training standards and outcomes. This section is also responsible for active representation on national working groups (Interprovincial Standards and Examination Committee, Interprovincial Certification Examination Maintenance System) which develop and manage interprovincial training standards and examinations.

## **Program Support**

Responsible for providing administration and support to the division including clerical support, records management, financial, and accounting support, research, and statistical information services. This section participates in the maintenance of the Apprenticeship and Certification Information System database.

## **Enforcement**

Responsible for ensuring industry and its workers are in compliance with the Apprenticeship and Trades Qualifications Act and its attendant regulations. Compliance with the act is accomplished through a process of public education. Enforcement officers use the "CAPRA" model of enforcement. CAPRA is client-centred, requires continuous communication, is pro-active, addresses our partners' requirements, and is consistent with the divisional mission statement.

## Initiatives and Special Events

The Apprenticeship Training and Skill Development Division participates in a variety of initiatives and special events to advance its key goals and objectives.

### **Apprenticeship Essential Skills Initiative**

The division has developed an individualized learning plan process to help apprentices succeed in the technical portion of their apprenticeship training. Some apprentices enter training without the level of academic skill required to be successful in the technical portion. While they have demonstrated excellent job skills, they have not had the opportunity to use and, therefore, to hone essential skills. This often prevents the apprentice from successfully completing the technical training or may require that some portion of the training be repeated. The Learning Plan Development process has been designed to include assessment and skill development opportunities.

### **Youth Apprenticeship Initiative**

The division is working to attract youth to skilled trades and technology occupations through promotion to youth, educators, and parents. Key to this work is the development of a youth apprenticeship initiative. The initiative will identify a system to link high school credits to learning outcomes at work while providing students with the opportunity to gain hours toward an apprenticeship. The Youth Apprenticeship Initiative Framework document identified the activities, project partners, and implementation strategy for the in-school and out-of-school components.

### **Older Worker Pilot Project Initiative**

The division, at the invitation of the Government of Canada, launched the Older Worker Pilot Project Initiative to assist older workers (aged 55 - 64 years old) re-enter or remain in the workforce. Eight pilot projects across Nova Scotia assisted older workers through career centres, training programs, and resource development.

1) The Guysborough County Older Worker Pilot Project provided 40 participants with an income assisted 21-week training program that included personal development and career exploration modules. The pilot introduced participants to the following industries: tourism, business, computer technology, call centre skills, small business and entrepreneurship, and aquaculture. This pilot also created a drop-in centre to provide counseling and coordinate access to other resources available for older workers.

2) Watershed Association Development Enterprises Limited (WADE) is the predominant community development agency serving African Nova Scotians residing in the Preston Area and Dartmouth. WADE provided 24 older workers with programs and services to enable them to maintain or return to sustainable employment.

3) Seasoned Employees Education and Development Centre (SEEDS) assisted unemployed older workers in Halifax/Dartmouth maintain work or re-enter the workforce using peer helpers. SEEDS services include career exploration, resume writing, job search, essential skills, workplace safety, first

aid, CPR, and computer literacy.

4) The Cape Breton Older Worker Adjustment Service Centres provided counseling, resume writing, employer contact, and basic skills training to unemployed older workers in centres operated in Glace Bay, North Sydney, and Sydney.

5) The Valley SEEDS project operated through the Career Resource Centre (CRC) in Kentville. The project coordinator organized a variety of workshops for older workers including computer skills, first aid/CPR, resume writing, and self-esteem building. Monthly coffee parties provided guest speakers and peer-networking opportunities.

6) The Acadia Centre for Small Business and Entrepreneurship (ACSBE) hosted a career centre in Bridgewater to provide services to older workers. The Client Navigator hired for this initiative provided one-on-one counseling and workshops for clients to remain or reattach to the workforce. The centre also participated in the development of the Older Worker Toolkit, a resource for career counselors to assist them to address the needs of older workers.

7) The Seasoned Worker Career Centre-Tusket was housed at Collège l'Acadie and provided a series of modules, conferences, workshops, and general assistance to unemployed and underemployed older workers to enable them to re-establish themselves in the workforce.

8) The Older Workers: Human Resource Planning in Facility-Based Care Pilot Project was initiated to address the needs of employers and workers in the continuing care industry through the development of a facility-based human resource planning toolkit relevant to an aging workforce. The Toolkit was developed through collaborative efforts of the Health Care Human Resource Sector Council (HCHRSC), the Nova Scotia Centre on Aging (NSCA), and the Centre for Women in Business (CWB).

## **One Journey-Work & Learn Project**

The Division and the Department of Community Services partner with business, industry, and community agencies to assist individuals on income assistance or employment insurance to achieve labour market attachment. Participants attend customized essential skills programs before moving into guaranteed positions provided by an industry partner.

The Centennial Project was a partnership with Cambridge Suites, Lord Nelson, and the Prince George Hotel. This was the second project with these partners, and in 2003 - 04, nine participants completed industry interviews and customized essential skills training and entered employment.

Partners in the Flooring Installers Project included the Atlantic Flooring Association, the Flooring Installers Association, Community Care Network Society and the Nova Scotia Community College. After four weeks of customized essential skills programming, participants were interviewed, participated in 10 weeks of floorcovering installer training through the NSCC, then entered employment.

## **Workplace Education Programs**

The Workplace Education Initiative provides funding and support to assist business, industry and labour in providing essential skills programs to Nova Scotians. Workplace Education draws success and strength from its partnership model, which encourages government, business, and labour to invest in education and training, and cultivates a culture of learning within workplaces. To ensure relevancy and responsiveness, organizational needs assessments are conducted and programs are then customized to meet the needs of both the participants and the workplace or industry sector. The flexibility of the model allows it to respond to the needs of small to large businesses, apprentices, displaced and unemployed workers, and specific industry sectors. See Appendices, pages 29 - 30.

## **Workforce Skills Development Programs**

Many workers in the process of readjustment require essential skills training to search for and obtain new employment. These workers may also need essential skills training as a foundation for further skills or trades training. The Workforce Adjustment Program addresses the essential skills needs of workers in transition and contributes to the development of mechanisms to support successful transitions.

## **Small Business Essential Skills Initiative**

The majority of businesses in Nova Scotia have less than 20 employees. There are many essential skills important to small business, particularly in the context of effective business management practices. Small business owners/operators may find attaining these skills for themselves or their employees to be a challenge because they do not have the funds or time to invest in training. The essential skills partnership with Workplace Education is customized to meet their needs.

## **Sector Initiatives**

### **MARLANT**

The Maritime Forces Atlantic (MARLANT) Civilian Workforce Renewal Group is a partnership among the Department of National Defense, the Nova Scotia Community College, and the Nova Scotia Department of Education. A strategy was developed to respond to extensive resource challenges faced by the retirement of 48 percent of the civilian workforce within the next 10 years. The result of this work will ensure that Nova Scotians secure significant upcoming employment opportunities at MARLANT.

### **ADIANS**

The Aerospace and Defence Human Resources Partnership (HRP) is a non-profit, private sector association created by the Aerospace and Defence Industries Association of Nova Scotia (ADIANS) and the Province of Nova Scotia. The mission of HRP is to address the human resource needs of the Nova Scotia aerospace and defence sector by bringing together, in a synergistic and formal collaborative relationship, all those organizations and individuals directly or indirectly contributing to the province's economic prosperity in this sector.

## SECTOR LIAISON PROGRAM

The division, Nova Scotia's Sector Councils, and industry associations collaborate on human resources and skills and learning issues through the Sector Liaison Program. Common strategies ensure that sector councils are supported in their efforts to maintain a balanced, skilled, and adaptable workforce. Divisional staff assist sector councils and industry associations to access programs, resources, and services relating to essential skills, human resource planning, and workforce development. This program is recognized through the *Association of Industry Sector Councils Memorandum of Understanding on Workforce Development*.

## Let's Talk Trades

Let's Talk Trades was an event held in September 2003 to promote and celebrate careers in trades and technology. Local area grade 9 students, parents, and teachers were invited to attend Akerley campus of the Nova Scotia Community College. Over 400 people participated through panel discussions, displays, and presentations. Industry associations, sector councils, training partners, labour, and business provided displays and interactive learning opportunities.

## Nova Scotia Boatbuilders Association

The division is working with the Nova Scotia Boatbuilders Association (NSBA) to create a training strategy for the industry. Future plans involve designating a trade and designing and piloting an apprenticeship program to meet the needs of this sector.

## Apprentice Celebration Event (ACE)

The Apprenticeship Board, the division, Nova Scotia Community College, and the University College of Cape Breton coordinate two celebration events each year. These events recognize those who have achieved journeyman status in the previous year. Industry partners provide financial support to enable this event to occur.

## Partnerships and Stakeholders

The division actively pursues partnerships that promote excellence in education and training and advance the development of a learning culture to enhance the Nova Scotian economy and engage more Nova Scotians in employment opportunities.

### PROVINCIAL

<b>Apprenticeship Board</b>	The Apprenticeship Board is responsible for providing advice to the Minister of Education on matters concerning the apprenticeship system and is considered to be a fundamental link between government, business, and industry. Specifically, it is responsible for recommending the designation of new trades/occupations in Nova Scotia and plays a key role in promoting and educating the public about apprenticeship. The Apprenticeship Board annual report is located at < <a href="http://apprenticeboard.ednet.ns.ca">apprenticeboard.ednet.ns.ca</a> >
<b>Apprenticeship and Construction Trades Training Partnership</b>	The division facilitates the Apprenticeship and Construction Trades Training Partnership (ACTTP), which serves as a forum for the Industrial/Commercial/Institutional (ICI) construction industry, government and training providers to identify and address trades-related issues.
<b>Association of Workplace Educators of Nova Scotia (AWENS)</b>	The division is a member of AWENS, which is an association of adult educators who instruct and support essential skills programs in Nova Scotia's workplaces. The goal of this association is to provide a forum for the promotion and advancement of excellence in instructional practices by networking, creating professional development opportunities, responding to trends in the field, and representing the interests of educators.
<b>Nova Scotia Partners for Workplace Education</b>	Nova Scotia Partners for Workplace Education is a provincial advisory committee established in 1997 to increase the role of business and labour as partners with government in the workplace education initiative. The overall goal of the committee is to encourage the growth of a learning culture within the Nova Scotia workplace. The committee is composed of individuals representing business, labour, education, and government who have an interest and commitment to provide foundational learning opportunities for employed Nova Scotians. Sub-committees are struck as needed to enable the committee to deal with specific issues.
<b>Joint Registration Agreements</b>	In 2003 - 04, Apprenticeship Training continued its initiatives with industry organizations to develop better mechanisms leading to improved training and employment opportunities. It is a goal of the division to involve more employers and organizations in the Nova Scotia Apprenticeship Program. One way of facilitating involvement is to engage organizations in joint registration agreements, in which the organization enters into an agreement with the Department of Education to register apprentices to the organization.

**Skills Canada-Nova Scotia**

Skills Canada - Nova Scotia is a not-for-profit organization working with employers, educators, labour groups, and governments to encourage Nova Scotia's youth to choose skilled careers in trades and technologies. Projects and events include Young Women's Conferences, Skills Energy Youth Quests, African Canadian Youth Projects, Youth with Employability Barriers Projects, and the Nova Scotia Skills Competition and Career Showcase.

**Techsploration**

The division works in partnership with the Nova Scotia Community College, Women in Trades and Technology National Network, Strait Regional School Board, Halifax Regional School Board, Waycobah Board of Education, Tri-County Regional School Board, and South Shore Regional School Board to develop and deliver the Techsploration Program.

The overall goal of Techsploration is to increase the number of women working in trades, and technical and technology-related occupations by assisting young women from diverse backgrounds to explore a wide range of career options through interaction with female role models.

**REGIONAL****Atlantic Apprenticeship Council (AAC)**

The Atlantic Apprenticeship Council consists of the Directors of Apprenticeship and Apprenticeship Board Chairs in the Atlantic provinces. The council meets quarterly to examine opportunities for cooperation and to develop strategies and work plans to use existing resources to achieve common goals. These efforts have resulted in the identification of common training standards that allow for consistent training practices to provide mobility opportunities for apprentices and journeypersons. This co-operative arrangement reduces development costs for each province and optimizes the use of available resources.

**Atlantic Provinces Standards Partnership**

Under the auspices of the AAC, the Atlantic provinces, with the involvement and support of industry, share the development of common training standards. This pooling of expertise provides a strong product and allows apprentices who cross jurisdictions within Atlantic Canada to continue their training with a minimum of disruption.

**Apprenticeship & Certification Information System (ACIS)**

Nova Scotia, New Brunswick, and Manitoba partner to update and enhance the ACIS database. The apprenticeship client information database was designed by all three provinces and is maintained in New Brunswick.

**NATIONAL****Canadian Council of Directors of Apprenticeship (CCDA)**

The Forum of Labour Market Ministers vests the CCDA with its authority regarding responsibilities for Labour Market matters. It is responsible for the administration of the Interprovincial Standards (Red Seal) Program. The mandate of the CCDA is to encourage the standardization of

provincial/territorial training and certification programs and to provide greater mobility across Canada for skilled workers.

**Essential Skills  
Technical Working  
Group Committee**

The division participates with other jurisdictions and Human Resources and Skills Development Canada (HRSDC) on the national Essential Skills Technical Working Group Committee. This committee facilitates the exchange of information, best practices, and new projects and initiatives relating to essential skills. The committee is used as a vehicle for HRSDC to share information on its ongoing essential skills research and development and by the potential users to provide guidance to HRSDC.

**Interprovincial  
Certification  
Examination  
Maintenance System  
(ICEMS)**

All Canadian apprenticeship jurisdictions, together with the support of HRSDC, participate in the development and maintenance of ICEMS. ICEMS is a secure database that houses the Red Seal examinations item banks, tables of specifications, and exams.

**Interprovincial  
Standards and  
Examination  
Committee (ISEC)**

Nova Scotia is an active member of the Interprovincial Standards and Examination Committee (ISEC). This working group is responsible for the development, validation, and revision of National Occupational Analyses (NOAs), training standards, interprovincial examinations and examination item banks under the guidance and direction of the Canadian Council of Directors of Apprenticeship (CCDA).

While the division participates in the interprovincial “Red Seal” process for approximately 45 trades, it hosts the development and management of the National Occupational Analyses and examinations for Construction Electrician and Refrigeration and Air Conditioning Mechanic.

The commitment to interprovincial standards requires the allocation of resources from the division and the reliance on Nova Scotia businesses and labour to voluntarily assist in the various validation exercises.





## Appendices

## Apprenticeship Training Fast Facts 2003 - 04

- Approximately 53,000 Certificates of Qualification issued since 1937
- 21% increase in active apprentices since 1998
- 66% increase in number of apprentices who accessed training since 1998
- 55% increase in sections of in-class training offered since 2001
  
- 54 designated trades
- 4327 active apprentices
- Over 3400 employers participate in the Apprenticeship Program
- 43 employers have 10 or more registered apprentices
- 15 Joint Registration Agreements are in effect
  
- 648 Certificates of Qualification issued
- 540 Interprovincial Red Seals issued
- 1951 Certificates of Qualification renewed in compulsory certified trades
  
- 875 new apprentices and improvers registered
- Average age of new apprentices is 27.3 years
- Average age of improvers is 39.7 years
- 73.4% of new registrants completed post-secondary education programs
- Essential skills assessment is now part of apprenticeship registration process
  
- Practical training provided on-the-job (85%), technical training (15%)
- 2091 apprentices received technical training
- 761 sections of in-class training offered
- Training in most programs available in-class or via the Internet
  
- 295 applications for certification received from trade qualifiers
- 287 trade qualifier applications processed
  
- 1089 examinations administered
- 902 certification examinations written - 63% pass rate
- Apprentices wrote 599 certification examinations - 66% pass rate
- Trade qualifiers wrote 303 certification examinations - 55% pass rate

## Certificates of Qualification Issued

Certificates of Qualification are issued to apprentices who have successfully completed an apprenticeship program and to trade qualifiers who have met all the requirements of a trade and have passed the certification examinations.

Since 1937, about 53,000 Certificates of Qualification have been issued in the Province of Nova Scotia.

<b>CERTIFICATES OF QUALIFICATION ISSUED</b>							
Certificates Issued	1998 - 99	1999 - 00	2000 - 01	2001 - 02	2000 - 03	2003 - 04	Change from Previous Year
Completed Apprentices	319	288	408	341	532	408	-124
Trade Qualifiers	308	313	333	275	241	200	-41
Certificate Holders from Other Jurisdictions	89	59	44	25	27	40	+13
<b>TOTAL</b>	<b>716</b>	<b>660</b>	<b>787</b>	<b>641</b>	<b>800</b>	<b>648</b>	<b>-152</b>

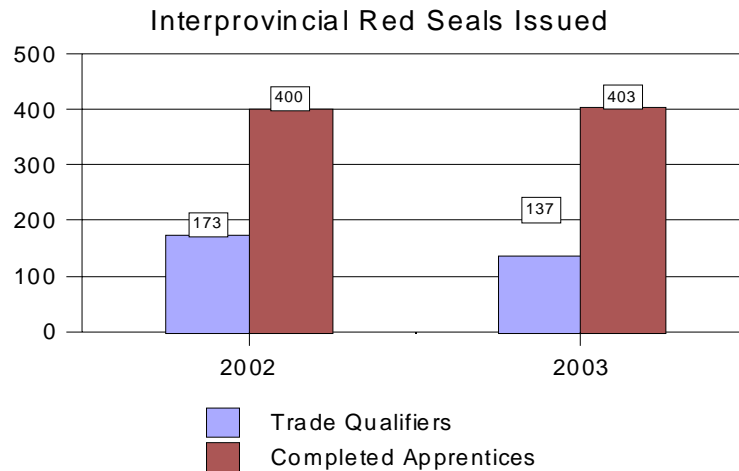
## Active Apprentices at Year End by Gender

<b>ACTIVE APPRENTICES AT YEAR END</b>							
	1998 - 99	1999 - 00	2000 - 01	2001 - 02	2002 - 03	2003 - 04	Change from Previous Year
Male	3371	3594	3872	4355	4572	<b>4130</b>	-442
Female	197	212	198	231	238	<b>197</b>	-41
<b>TOTAL</b>	<b>3568</b>	<b>3806</b>	<b>4070</b>	<b>4586</b>	<b>4810</b>	<b>4327</b>	<b>-483</b>

## Interprovincial Red Seals Issued by Year

The Interprovincial Standards (Red Seal) Program was established to provide greater worker mobility across Canada. It allows qualified tradespersons to practice their trade in any province or territory of Canada where the trade is designated without having to write further examinations.

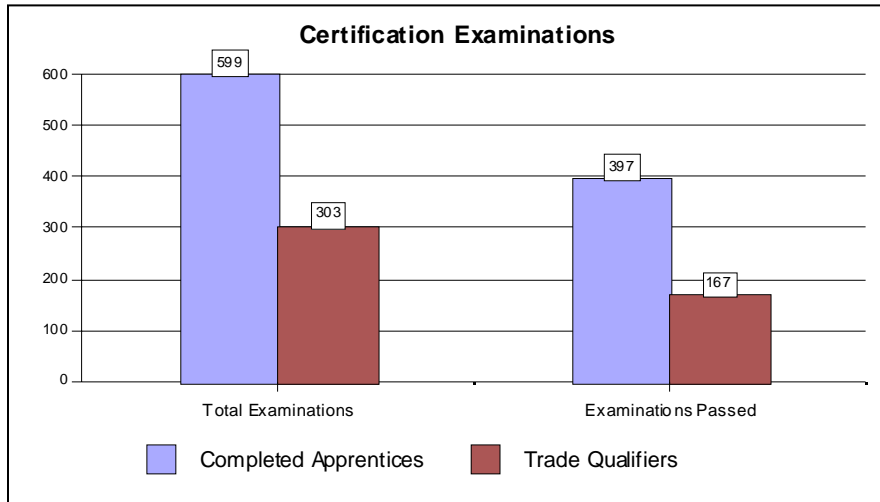
<b>INTERPROVINCIAL RED SEALS ISSUED</b>							
Red Seals Issued *	1998 - 99	1999 - 00	2000 - 01	2001 - 02	2002 - 03	2003 - 04	Change from Previous Year
Completed Apprentices	272	352	404	402	400	403	+3
Trade Qualifiers	219	219	210	197	173	137	-36
<b>TOTAL</b>	<b>491</b>	<b>571</b>	<b>614</b>	<b>599</b>	<b>573</b>	<b>540</b>	<b>-33 (-5.8%)</b>



\* Red Seal Statistics as reported by Statistics Canada are based on the calendar year, January to December. This accounts for variances between this table and the following table (Certification Examinations Passed by Apprentices and Trade Qualifiers).

## Certification Examinations Passed by Apprentices and Trade Qualifiers

A total of 902 clients wrote certification examinations during 2003 - 04. Completed apprentices wrote 599 examinations with a pass rate of 66 percent (397 passed). Trade qualifiers wrote 303 examinations with a pass rate of 55 percent (167 passed). The success rate for trade qualifiers increases proportionately to the amount of skills upgrade training they receive.



## New Apprentice and Improver\* Registrations by Average Age

APPRENTICES	AVG. AGE	OCCUPATION	IMPROVERS	AVG. AGE	TOTAL	AVG. AGE
4	29.8	Agricultural Equipment Technician	N/A	N/A	4	29.8
132	25.2	Automotive Service Technician	13	35.9	145	26.1
11	26.1	Automotive Service Technician (Service Station Mechanic)	5	37.4	16	29.6
19	24.6	Boilermaker	N/A	N/A	19	24.6
12	26.1	Bricklayer	N/A	N/A	12	26.1
71	26	Carpenter	10	40.9	81	27.8
143	27.2	Construction Electrician	7	40.3	150	27.8
41	21	Cook	7	36.1	48	25.9
11	32.9	Gas Fitter	N/A	N/A	11	32.9
12	26.4	Heavy Duty Equipment Technician	N/A	N/A	12	26.4
14	29.2	Industrial Electrician	6	40.5	20	32.6
7	28.4	Industrial Instrument Mechanic	N/A	N/A	7	28.4
24	29.8	Industrial Mechanic (Millwright)	3	39.3	27	30.8
8	23.6	Ironworker (Generalist)	N/A	N/A	8	23.6
11	29.3	Machinist	N/A	N/A	11	29.3
2	28	Metal Fabricator (Fitter)	N/A	N/A	2	28
3	29.3	Motor Vehicle Body Repairer (Metal and Paint)	N/A	N/A	3	29.3
24	32.5	Oil Burner Mechanic	N/A	N/A	24	32.5
3	22.7	Painter and Decorator	N/A	N/A	3	22.7
73	27.2	Plumber	1	26	74	27.2
23	36.5	Power Engineer	2	38	25	36.6
9	28.1	Powerline Technician (Lineman)	N/A	N/A	9	28.1
18	26.4	Refrigeration and Air Conditioning Mechanic	1	57	19	28
9	38.3	Refrigeration Plant Operator - Stationary Engineer	N/A	N/A	9	38.3
9	22.9	Sheet Metal Worker	N/A	N/A	9	22.9
4	27.3	Sprinkler System Installer	N/A	N/A	4	27.3
13	22.6	Steamfitter-Pipefitter	6	44.8	19	29.6
60	25.9	Truck and Transport Mechanic	3	41	63	27.1
41	32.6	Welder	N/A	N/A	41	32.6
<b>811</b>	<b>27.3</b>	<b>TOTAL</b>	<b>64</b>	<b>39.7</b>	<b>875</b>	<b>28.2</b>

\*Improver -- A person who is currently employed in an occupation and through prior learning requires less than the full term of apprenticeship to acquire certification.

## New Apprentice and Improver Registrations by Trade

<b>NEW REGISTRATIONS 2003 - 04</b>				
<b>Trade</b>	<b>Actual</b>	<b>%</b>	<b>Male</b>	<b>Female</b>
Automotive Service Technician	145	16.6	140	5
Automotive Service Technician (Service Station Mechanic)	16	1.8	16	0
Boilermaker	19	2.2	19	0
Bricklayer	12	1.4	11	1
Carpenter	81	9.3	80	1
Construction Electrician	150	17.1	148	2
Cook	48	5.5	32	16
Gas Fitter	11	1.3	11	0
Heavy Duty Equipment Technician	12	1.4	12	0
Industrial Electrician	20	2.3	18	2
Industrial Instrument Mechanic	7	0.8	7	0
Industrial Mechanic (Millwright)	27	3.1	27	0
Ironworker (Generalist)	8	0.9	8	0
Machinist	11	1.3	11	0
Oil Burner Mechanic	24	2.7	24	0
Plumber	74	8.5	73	1
Power Engineer	25	2.9	22	3
Refrigeration and Air Conditioning Mechanic	19	2.2	19	0
Sheet Metal Worker	9	1	9	0
Steamfitter-Pipefitter	19	2.2	19	0
Truck and Transport Mechanic	63	7.2	63	0
Welder	41	4.7	41	0
All Other Trades	34	3.6	33	1
<b>TOTAL</b>	<b>875</b>	<b>100</b>	<b>843</b>	<b>32</b>

## Trade Qualifiers (Section 30) Applications by Year

Section 30 of the General Regulations under the Apprenticeship and Trades Qualifications Act provides the opportunity for long-time trade practitioners to receive certification if they meet defined criteria:

- employed in the trade for the period set out in the Trade Regulations
- recommended for a Certificate of Qualification by two persons who are competent in the trade and who have vouched for the candidate's skills and experience
- competent in the skills of the trade, as determined by the Director
- written and passed the certification examination

During the fiscal year 2003 - 04, 295 trade qualifiers applied under Section 30 of the General Regulations to write certification examinations. Review Committees assessed 287 files (54 from previous year); 274 were approved, 13 were denied, and 62 applications are pending. It is estimated that each application requires 4 person days to process.

<b>SECTION 30 (TRADE QUALIFIERS) APPLICATIONS</b>							
Applications	1998 - 99	1999 - 00	2000 - 01	2001 - 02	2002 - 03	2003 - 04	Change from Previous Year
Reviewed	502	341	477	350	250	287	+37
Approved	412	297	422	305	225	274	+49
Denied	90	44	55	45	25	13	-12

## Apprentices by Trade and Gender

OCCUPATION	TOTAL	# MALE	%	# FEMALE	%
Agricultural Equipment Technician	11	11	100	0	0
Automotive Service Technician	561	551	98	10	2
Automotive Service Technician - Front End and Brakes	14	14	100	0	0
Automotive Service Technician - Service Station Mechanic	52	52	100	0	0
Boilermaker	36	35	97	1	3
Bricklayer	44	43	98	1	2
Carpenter	507	490	97	17	3
Construction Electrician	727	719	99	8	10
Cook	286	168	59	118	41
Gas Fitter	33	33	100	0	0
Heavy Duty Equipment Technician	46	46	100	0	0
Industrial Electrician	137	132	96	5	4
Industrial Instrument Mechanic	27	26	96	1	4
Industrial Mechanic (Millwright)	148	147	99	1	1
Ironworker (Generalist)	39	39	100	0	0
Machinist	125	122	98	3	2
Metal Fabricator (Fitter)	33	32	97	1	3
Motor Vehicle Repairer (Metal and Paint)	31	30	97	1	3
Oil Burner Mechanic	143	142	99	1	1
Painter and Decorator	22	21	95	1	5
Plumber	365	358	98	7	2
Power Engineer	218	212	97	6	3
Powerline Technician	44	43	98	1	2
Refrigeration and Air Conditioning Mechanic	89	87	98	2	2
Refrigeration Plant Operator - Power Engineer	46	45	98	1	2
Sheet Metal Worker	70	70	100	0	0
Sprinkler System Installer	48	48	100	0	0
Steamfitter-Pipefitter	148	140	95	8	5
Truck and Transport Mechanic	172	172	100	0	0
Welder	105	102	97	3	3
<b>TOTAL</b>	<b>4327</b>	<b>4130</b>	<b>95%</b>	<b>197</b>	<b>5%</b>

## Trade Qualifiers by Trade and Gender

<b>TRADE QUALIFIERS</b>			
<b>Occupation</b>	<b>Trade Qualifiers</b>	<b>Male</b>	<b>Female</b>
Appliance Service Technician	1	11	0
Automotive Painter	1	1	0
Automotive Service Technician	4	4	0
Automotive Service Technician (Service Station	15	15	0
Baker	1	1	0
Bricklayer	4	4	0
Carpenter	4	4	0
Construction Electrician	5	5	0
Cook	15	13	2
Gas Fitter Tech I	7	7	0
Gas Fitter Tech II	16	16	0
Gas Fitter Tech III	8	8	0
Hairstylist	2	0	2
Heavy Duty Equipment Technician	1	1	0
Industrial Electrician	1	1	0
Industrial Instrument Mechanic	2	2	0
Industrial Mechanic (Millwright)	14	14	0
Ironworker (Generalist)	1	1	0
Lather (Interior Systems Mechanic)	1	1	0
Machinist	3	3	0
Marine Fitter	1	1	0
Motor Vehicle Body Repairer (Metal and Paint)	4	4	0
Motorcycle Mechanic	6	6	0
Oil Burner Mechanic	2	2	0
Painter and Decorator	12	12	0
Partsperson	1	1	0
Plumber	1	1	0
Sheet Metal Worker	1	1	0
Steamfitter-Pipefitter	17	17	0
Transport Trailer Technician	1	1	0
Truck and Transport Mechanic	16	16	0
Welder Level "A"	2	2	0
Welder Level "B"	2	2	0
Welder Level "C"	4	4	0
<b>TOTAL</b>	<b>176</b>	<b>172</b>	<b>4</b>

## Total Number of Completions (Graduates) by Gender

<b>COMPLETIONS (GRADUATES) OF THE PROGRAM</b>			
<b>Occupation</b>	<b>Graduates</b>	<b>Male</b>	<b>Female</b>
Automotive Service Technician	74	74	0
Automotive Service Technician (Service Station Mechanic)	1	1	0
Boilermaker	4	4	0
Bricklayer	6	6	0
Carpenter	28	28	0
Construction Electrician	65	64	1
Cook	21	11	10
Gas Fitter	15	15	0
Heavy Duty Equipment Technician	3	3	0
Industrial Electrician	4	4	0
Industrial Instrument Mechanic	1	1	0
Industrial Mechanic (Millwright)	31	31	0
Machinist	12	12	0
Motor Vehicle Body Repairer (Metal and Paint)	2	2	0
Oil Burner Mechanic	3	3	0
Plumber	24	24	0
Powerline Technician	6	6	0
Refrigeration and Air Conditioning Mechanic	22	22	0
Sheet Metal Worker	10	10	0
Steamfitter-Pipefitter	8	8	0
Truck and Transport Mechanic	47	47	0
Welder Level "A"	1	1	0
Welder Level "B"	9	9	0
Welder Level "C"	11	11	0
<b>TOTAL</b>	<b>408</b>	<b>397</b>	<b>11</b>

## Total Number of Cancellations and Reinstatements

REASON FOR CANCELLATION	NUMBER	PERCENTAGE
Insufficient Theory Progress	368	37.3%
Unable to Locate	247	25.1%
Not Trade Employed	134	13.5%
Left the Province	56	6.0%
At own request	47	5.0%
Employer Termination of Agreement	37	4.0%
Excessive Time in Trade	34	3.0%
Transfer of Apprenticeship	21	2.0%
Other	40	4.1%
<b>TOTAL Cancellations</b>	<b>984</b>	<b>100%</b>
<b>TOTAL Reinstatements</b>	<b>65</b>	<b>6.6%</b>

**Education/Training History of New Apprentices**  
Registered from April 1, 2002 - March 31, 2003

<b>Nova Scotia Community College (NSCC)</b>	
Campus Not Specified	27
Akerley Campus	94
Annapolis Campus	4
Burridge Campus	28
Colchester Campus	3
Cumberland Campus	4
Halifax Campus	18
Institute of Technology Campus	84
Kingstec Campus	63
Lunenburg Campus	35
Marconi Campus	30
Nautical Institute	1
Pictou Campus	45
Shelburne Campus	2
Strait Area Campus	49
Sydney Campus	2
Truro Campus	1
<b>TOTAL NSCC</b>	<b>490</b>

**Education/Training History of New Apprentices Continued**  
Registered from April 1, 2002 - March 31, 2003

<b>Nova Scotia Training Providers Other than NSCC</b>	
Memorial Composite High School	21
Private Career Colleges	22
UCCB - Sydney	29
Universities	31
Vocational Schools - not specified	24
<b>TOTAL</b>	<b>127</b>

<b>Out-of-Province Training Facilities</b>	
Community College - Alberta - All Campuses	4
Community College - British Columbia - All Campuses	1
Community College - Newfoundland - All Campuses	5
Community College - New Brunswick - All Campuses	6
Community College - Ontario - All Campuses	6
Holland College/Culinary Institute	3
<b>TOTAL</b>	<b>25</b>

<b>Number of New Apprentices who Entered Apprenticeship following Post-Secondary Training</b>	
Entering following NSCC training	490
Entering from Nova Scotia training other than NSCC	127
Entering from out-of-province training	25
<b>TOTAL entering from post-secondary programs</b>	<b>642</b>
TOTAL number of New Registrations	875
Percentage of new registrations from post-secondary programs	73.4%

## Apprenticeship Technical Training Totals by Training Provider

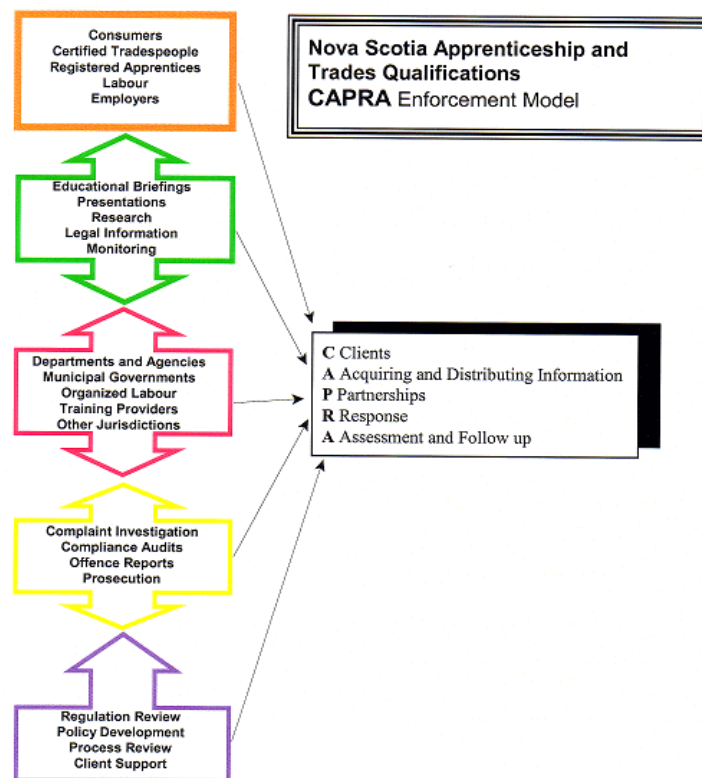
<b>TECHNICAL TRAINING</b>							
<b>Facility</b>	<b>1998 - 99</b>	<b>1999 - 00</b>	<b>2000 - 01</b>	<b>2001 - 02</b>	<b>2002 - 03</b>	<b>2003 - 04</b>	<b>Change from Previous Year</b>
UCCB	214	268	311	286	299	233	-66
NSCC	990	955	912	912	1045	1218	+173
UA Plumbers & Pipefitters				46	27	23	-4
Virtual Campus (NSCC)	179	305	461	572	608	617	+9
<b>TOTAL</b>	<b>1383</b>	<b>1528</b>	<b>1684</b>	<b>1816</b>	<b>1979</b>	<b>2091</b>	<b>+112</b>

## Enforcement

The CAPRA Enforcement Model provides a comprehensive method of dealing with non-compliance of the Apprenticeship and Trades Qualifications Act and its associated regulations.

The CAPRA Enforcement Model

- is client centred
- requires continuous communication
- is proactive, rather than reactive
- addresses our partners' requirements
- is consistent with the Apprenticeship Training and Skill Development Division Mission Statement



In the past year the Enforcement Section

- satisfactorily investigated and resolved over 50 written complaints
- provided research services, legal information, and recommendations as part of the Trade Regulation Review process
- completed selected trades certification audits of approximately 200 employers
- reduced incidents of non-compliance due to lack of information or misinterpretations of act or regulations, by providing legal information to employers, ATSDD staff, training providers, and consumers
- developed and fostered relationships with other enforcement bodies, such as municipal building inspection agencies, Department of Environment and Labour, Public Utilities Board, and the Public Prosecution Service.

## Apprenticeship Essential Skills Programs

Region	Organization
Cape Breton	Scotia Propane Membertou Housing
Metro Halifax	Fisherman's Cove Dev. Assoc. IBEW Local 625 International Union of Allied Trades
Northern/Strait	AWENS - Itinerant Tutor
Southwestern	AWENS - Itinerant Tutor

## Workplace Education Program Grants 2003 - 04

Regions	Number of Work Sites	Number of Programs Approved	Program Grants	Funds Leveraged
Cape Breton	10	21	\$67,933.92	\$50,796.00
Metro	17	38	\$95,693.00	\$170,836.00
Northern/Strait	8	22	\$49,860.00	\$81,186.00
Southwestern	9	12	\$36,484.00	\$38,910.00
Valley	4	8	\$32,727.00	\$48,576.44
<b>TOTAL</b>	<b>48</b>	<b>101</b>	<b>\$282,697.92</b>	<b>\$390,304.44</b>

*Please note:*

1. Cape Breton encompasses Inverness, Richmond, Victoria, and Cape Breton counties.
2. Metro includes Halifax County and is serviced by three field staff, one of whom provides support to the African Nova Scotian Community.
3. Northern/Strait is made up of Antigonish, Guysborough, Pictou, Colchester, and Cumberland counties.
4. Southwestern includes Yarmouth, Shelburne, Queens, and Lunenburg counties.
5. Valley includes West Hants, Kings, Annapolis, and Digby counties.
6. Collège de l'Acadie was funded for training and curriculum translation and adaptation.
7. Funds leveraged refers to the amount of funds that business and labour contribute to the workplace education program at their site. Typical contributions include release-time, books, classroom space, computers labs, and closing ceremonies

## Workplace Education Program Totals

Region	Organization	Number of Programs
Cape Breton	CBRM-CUPE 759	4
	CUPE-CBVRSB	2
	Community Cares	3
	Department of Transportation	2
	DEVCO Career Opportunity Centre	3
	Membertou Housing	1
	Scotia Propane	1
	Sysco Project Team	1
	Universite Sainte-Anne	2
	Wagmatcook First Nation	2
Metro	AWENS	7
	Arborstone Enhanced Care	2
	Black Construction Association	1
	Canadian Gold Seafood Co.	1
	Centennial Hotels & Suites	2
	Community Cares Network Society	1
	Dexter Construction	1
	Farmers Dairy	1
	Fisherman's Cove Development Association	1
	IBEW Local 625	2
	International Union of Allied Trades, Local	1
	Maplestone Enhanced Care	2
	Metocean Data Systems	3
	Northwoodcare Inc	2
	Parkstone Enhanced Care	2
	The Prince George Hotel	2
	SEEDS Career Centre	7
Northern/Strait	AWENS	1
	Cedarstone	1
	Glen Haven Manor	4
	Guysborough County Inshore Fisherman's	4
	L'Arche Antigonish	1
	Pictou County Chamber of Commerce	5
	The Mira	4
	Venture Lighting	2
Southwestern	AWENS	1
	Allendale Electronics	2
	Ark Industries	2
	Bonny Lea Farm	2
	Bowater Mersey Paper	1
	Bridgewater Family Support Outreach Centre	1
	Department of Transportation - Bridgewater	1
	High Liner Foods Inc	1
	Yarmouth Regional Health Centre	1
Valley	ACA - Cooperative	2
	Bonny Lea Farm	2
	Larsen Meat Packers	2
	The Flower Shop	2
<b>Totals</b>	48	101

