

Memorandum of Understanding  
Power System Apprentice Pilot Program

**Overview:**

The Company and Union have developed an Apprentice Program for the Customer Service, Distribution, and Transmission & Substation business units. The intent is to offer applicants who possess more than the minimum skills and knowledge for the basic levels of the program the opportunity to advance through the Step Apprentice Program at their own pace and skill level.

The Company will evaluate staffing needs by region and create Step Apprentice positions as needed. Once awarded, these Apprentices may show-up at any work location under the provisions of paragraph 48.1 of the MOA in order to receive the prescribed on-the-job training as determined by the Local Joint Apprentice Committee (LJAC). Apprentices will be eligible to bid to other apprentice positions within the same apprentice program, with the approval of the Power Systems Joint Apprentice Committee (PSJAC). In addition, the provisions of paragraph 17 of the MOA will apply.

Either party, with thirty days written notice, may terminate this program after it has been in effect for six months.

**Program Administration:**

General Apprentice Program administration will be the responsibility of the PSJAC. The PSJAC will be comprised of two company and two union representatives from the Power Systems Business Unit. The PSJAC will have additional Representatives from the Transmission & Substation (TSO) and Customer Service (CS) Business Units (BU) (one representative from the Company and one from the Union for each BU). PSJAC endorsed proposals are referred to the Joint Apprentice Committee (JAC) for final approval.

The PSJAC will meet monthly. Attendance of the representatives from the TSO and CS BUs will be conditional upon the nature of the business on the monthly agenda.

**Program Progression:**

Successful incumbent applicants will be selected via the internal job posting and award process. All vacancies that result in a “No Qualified Applicant” (NQA) or “No Applicant” (NA) status will be filled in accordance with Paragraph 20(n) of the MOA.

External Applicants (External Applicants re defined as any applicants outside of the bargaining unit):  
Reference Business Unit Appendix for applicable process. Program Eligibility & Pre-qualifications:

**Program Eligibility & Pre-qualifications**

Prior to being awarded an apprentice position, candidates must meet the pre-qualification requirements of the applicable program (reference business unit appendix). Applicants will be evaluated by the PSJAC and the applicable BU representatives for the purpose of determining placement in the program. Candidates will be given program credit time for the highest appropriate level, if they pass the step placement tests, both written and skills assessments, with a grade of 85% or greater.

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Placement testing will apply as follows:

- Basic:
  - A score of less than 85% remains at the Basic level placement
  - A score of 85% or greater qualifies to test at the Intermediate level
- Intermediate:
  - A score of less than 85% remains at the Intermediate level placement
  - A score of 85% or greater qualifies to test at the Advance level
- Advanced
  - A score of less than 85% remains at the Intermediate level placement
  - A score of 85% or greater qualifies for the Advance level placement

Candidates will then be awarded credit time for their technical and practical knowledge. Adjustments in pay for credited time will be in accordance with Exhibit “A” of the MOA.

**Training Scope:**

The Programs will consist of formal program training which may include a combination of the following: classroom instruction, On-the-Job Training (OJT), required field demonstration (demos), Jointly Approved Computer Based Training (JACBT), and scheduled assessments. Training components performed on the employees' unpaid personal time include skill level assessments, classroom training, JACBT, comprehensive and certification testing, and remediation. Training components performed on Company paid time include OJT, demos and any other training that maybe performed on non-productive time. This will be monitored by the PSJAC, as necessary, to ensure the intent of the program is being followed. All formal classroom training will be conducted by a Bargaining Unit Instructor or SME instructor (as applicable). Assessments required testing and certification will be conducted by the Bargaining Unit Instructor.

The ratio of Apprentices to Craft Worker will be in accordance with the provisions of the MOA; however, during certain training assignments, the Apprentice to Craft worker ratio may be exceeded for specialized training. Apprentices will not perform as a Craft Worker unless certified and relieved into the appropriate classification. At no time will an Apprentice displace a Craft worker for any reason.

*Note: Training time for each level will be reviewed by the PSJAC on an ongoing basis to ensure that adequate time is being afforded to provide the Apprentice and the Apprentice Program an opportunity to be successful.*

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**Remediation:**

Apprentices unsuccessful in completing any of the training phases will be given an opportunity to remediate with support from their 4.1 Instructor. The Company will be required to provide the necessary remediation within 30 days; additional time may be allowed by the LJAC. The Apprentices will be required to practice on their own time to ensure successful remediation. A 4.1 Instructor's support time will be paid at the appropriate instructor rate for all hours for training and remediation. The Apprentice will be allowed up to 30 days before being required to re-test; additional time may be allowed by the LJAC. Apprentices unsuccessful at their second attempt will be removed from the program and given 45 days to bid, or memo into a NQA position. During the 45-day waiting period, the apprentice will work where qualified at their current work location. If unable to successfully bid or memo into a position, upon expiration of the 45 days, the employee will roll where seniority and qualifications allow. However, this employee will be restricted from rolling another apprentice classification.

Apprentices will be limited to three remediation opportunities during their participation in a program. Apprentices whose performance requires a fourth remediation will be removed from the program and given 45 days to bid or memo into a vacant position. If unable to successfully bid or memo into a vacant position, the employee will, upon expiration of the 45 days, roll where seniority and qualifications allow. However, this employee will be restricted from rolling another apprentice classification. In either case the Company and Union shall meet to determine the correct course of action to minimize the adverse effects of that roll.

Apprentice who voluntarily withdraw from the program will be given forty-five (45) days to be awarded a vacant position. Employees not successful in being awarded a job during the 45-day window will be assigned to the Helper classification at their work headquarters. Apprentices who voluntarily withdraw from the program for reasons other than hardship may reenter the program after one (1) year by applying for a vacant Apprentice position.

Hardship cases are subject to review and approval by the PSJAC at the time of withdrawal. Apprentices withdrawing due to hardship may, contingent on PSJAC review and approval, reenter the program at any time by applying for a vacant Apprentice position.

**Testing, Certification & Placement:**

Following the completion of all formal training, a comprehensive skills test will be conducted. Upon successful completion of the comprehensive test, and with prior approval of the PSJAC the Apprentice will be permitted to take a certification test. All comprehensive skills testing, and the required certification test will be conducted by a 4.1 Instructor from another area. Apprentices who fail the certification test will not be permitted to retake the test for a period of ninety (90) days.

During such time, the Apprentice will continue to remediate under the direction of the 4.1 Instructor and be given the opportunity to gain additional experience through OJT. If unable to pass the Certification test on the second attempt, the Apprentice will be given 45 days to bid a vacant position. During the 45-day waiting period, the Apprentice will work at their current work location where qualified. If unable to successfully bid a position, the employee will roll where seniority and qualifications allow.

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All Apprentices will be required to take the Certification test based on program specific requirements (see appendix). Earlier certification will only be possible with approval from PSJAC. Upon successful certification, the Apprentice will be eligible to bid or relieve into the appropriate Craft Worker classification and will receive an additional \$1.00 per hour increase in pay and a \$.50 (fifty cent) increase every six (6) months up to the maximum of the apprentice classification.

**Automatic into Craft Worker:**

If not previously awarded a Craft Worker position, following the successful completion of all programs and certification testing, the Apprentice will, upon reaching program specific requirements (see appendix), automatic into the appropriate Craft Worker classification at their present location and will be given forty-five (45) days to bid and be awarded a job. Upon expiration of the forty-five (45) days, if unsuccessful and a "No Qualified Applicant" (NQA) Craft Worker position does not exist in his/her current location, the Craft Worker will be placed into an NQA Craft Worker position within 50 miles of their current work location in Miami-Dade, Broward and Palm Beach counties, or within 65 miles outside of the tri-county area. If unable to be placed in a Craft Worker position, he/she will roll where seniority and qualifications allow. The Company and Union shall meet to discuss and determine the correct course of action to minimize the adverse effects of a roll.

**Program Instructors:**

Non-full time Instructors will be appointed by the System Council U-4 Business Manager. These apprentice instructors will be relieved into the 4.1 instructor position. Instructors will be paid at the 4.1 Instructor rate for all instruction hours, both straight time and off hours. Instructors may remain on the local overtime list corresponding to their classification and will be eligible for holdover and callout overtime assignments.

In the event the PSJAC determines that Fulltime Apprentice Instructors are needed due to the workload the following selection process will be utilized; 4.1 Apprentice Instructor Candidates for each craft discipline will be recommended by the IBEW System Council (SC) U-4 Business Manager and assessed per the jointly approved selection process by the appropriate Business Unit. Assessment data will be compiled and evaluated by the Business Unit; results and final selection will be communicated to the SC U-4 Business Manager.

Workload and qualifications permitting, the 4.1 Instructors may assist with OSHA mandated training as requested by local management. All 4.1 Instructor non-apprentice training duties will be monitored by the PSJAC to avoid disruption of the apprentice program.

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**Distribution Appendix**

**Apprentice Line Specialist:**

**Program Eligibility & Pre-qualifications:**

Apprentice Line Specialist jobs will be posted and filled in accordance with Paragraph 20 of the MOA through the Job Posting Process. If any jobs go NQA or NA they may be filled with External Candidates per Paragraph 20 (n).

**Incumbents Candidates:** Candidates for Apprentice Line Specialist positions will be notified of acceptance into a prequalification class. They will not be considered as qualified applicants until they have successfully completed a prequalification climbing assessment. While attending pre-qualification classes candidates will be paid at the Service Specialist "B" rate of pay or their current classification, determined by whichever is higher.

**External Candidates:** Candidates for Helper/Apprentice Line Specialist positions will be notified of acceptance into a prequalification class. They will not be considered as qualified applicants until they have successfully completed a prequalification climbing assessment. While attending pre-qualification classes candidates will be paid at the Temporary Employee rate of pay.

Prequalification classes will consist of instructions on pole climbing ability. All candidates must demonstrate proficiency in this required skill to be awarded an Apprentice Line Specialist position. Incumbent Candidates who fail to graduate from the pre-qualification class will be given one (1) additional opportunity to complete the pre-qualification classes.

Successful candidates of the pre-qualification classes will be eligible to bid vacant Apprentice Line Specialist jobs.

**Training Scope:**

The Program will consist of two years of formal program training, one year of continuous on-the-job training and one year of on-the-job experience. Training will consist of three phases with continuous on-the-job-training:

- Basic Level
- Intermediate Level
- Advanced Level

In every case, all demos and assessments in the current level must be successfully completed before an Apprentice will be allowed to progress to the next level of the program. Training will be conducted at either a training site or in the field under the guidance of a qualified Craft Worker or a 4. 1Instructor. Formal instruction will be divided into levels and will include "how to" instructions followed by live

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demonstrations and skills practice. All completed field demos can be signed off by a qualified Craft Worker or 4.1 Instructor. After successful completion of a specific level, Apprentices will continue to practice the skills learned through On-the-Job training. 4.1 Instructors will monitor the OJT to ensure that training emphasis is actually for the level being covered. 4.1 Instructors working with the LJAC will ensure that identified comprehensive testing will be conducted, to certify successful completion of all the training modules.

**Candidate Career Path:**

The Company, the Union, and participating academic partners may in the future collaborate to develop a skilled worker graduate Distribution line specialist pipeline program. The participating academic partners and the Bargaining Unit Subject Matter Experts (SMEs) will facilitate the essential education of the graduate program.

**Training and Certification:**

All Apprentice Line Specialists will be required to take the Line Specialist Certification test within thirty-six (36) months of entering the program. Apprentices will receive credit toward the 36-month certification timeframe based on their credit time awarded for their technical and practical knowledge. Certification time requirements are as follows:

- Basic level apprentices will be required to take the certification test within 36 months of entering the program.
- Intermediate level apprentice will be required to take the test within 24 months of entering the program.
- Advance level apprentice will be required to take the test within 12 months of entering the program.

Upon successful certification, the Apprentice Line Specialist will be eligible to bid or relieve into a Line Specialist position. While working as a Certified Apprentice Line Specialist he/she will receive an additional \$1.00 per hour increase in pay and a \$.50 (fifty cent) increase every six months. He/she can also be temporarily placed into a location where there is a "no qualified applicant" (NQA) Line Specialist position, as a Certified Apprentice Line Specialist within the mileage guidelines established in the master section of this MOU.

If not previously awarded a Line Specialist position; following the successful completion of all programs and certification testing, the Apprentice Line Specialist will, upon reaching forty-eight (48) months in the program, inclusive of awarded credit time, automatic into a Line Specialist position and will be given forty-five (45) days to be awarded a job. Upon expiration of the forty-five (45) days, if a "No Qualified Applicant" (NQA) position does not exist in his/her present location, the Line Specialist will be placed into a NQA Line Specialist position within fifty (50) miles of their current work headquarters in Miami- Dade, Broward or Palm Beach Counties, or sixty-five (65) miles outside of the tri-county area. If unable to be placed, his/her Line Specialist position will be discontinued, and that employee will roll where seniority and qualifications allow.

A 4.1 Instructor from another area will administer Step level assessments, as well as comprehensive and certification testing. In certain instances, and for the purpose of training, Apprentices may be assigned

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to perform work from previous or future levels. The 4.1 Instructor working with the LJAC will ensure that identified comprehensive testing is conducted and certify completion of all the training levels. A 4.1 Instructor or qualified Craft Worker may administer quizzes and practice demos within each level. The 4.1 Instructor will meet with the PSJAC to review results.

**Transmission & Substation Appendix**

**Substation Electrician:**

**Program Eligibility & Pre-qualifications:**

The Company and the Union agree that the initial apprentice class of substation electricians will be filled according to Paragraph 20 of the MOA. The second apprentice class of an equal or less number as the initial posting, will be filled by graduate candidates from a jointly approved technician training school & curriculum. Subsequent apprentice classes will be filled using the same alternating process as listed above.

Successful incumbent applicants will be selected via the internal Job Posting Process. All vacancies that result in a "No Qualified Applicant" or "No Applicant" status will be filled in accordance with Paragraph 20(n) of the MOA.

Graduates from a jointly approved technician training program will be selected and assigned by utilizing the Helper/Apprentice Substation Electrician career path. Helper/Apprentice positions will be created, and the Helper/Apprentice will automatically promote, within the assigned service center, through the Helper/Apprentice Substation Electrician positions.

Successful Substation Electrician apprentice candidates will be evaluated by the PSJAC and the BU Representatives. They will then be awarded credit time for their technical and practical knowledge as outlined in the master section of this agreement; adjustments in pay for this credited time will be in accordance with Exhibit "A" of the MOA.

Step Apprentice Electricians who complete the required curriculum will automatically promote, within that service center. Upon completion of each step the apprentice will receive a \$.50 (fifty cent) increase in pay. Employees placed, based on credit time will be paid as if he/she had completed each level.

**Training Scope:**

Training will consist of three (3) levels - Basic, Intermediate, Advanced, and continuous OJT. In every case all demos and assessments in the current level, must be completed before an Apprentice Substation Electrician will be allowed to progress to the next level of the program. All completed field demos can be signed off by a qualified Craft Worker or 4.1 Instructor. Training will be conducted at either a training site or in the field under the guidance of a substation crew, qualified Craft Worker or the 4.1 Instructor. Formal instruction will be divided into modules and will include "how to" instructions followed by live demonstrations and skills practice. After completion of specific modules, Apprentice Substation Electricians will continue to practice the skills learned through OJT. 4.1 Instructors will monitor the OJT to ensure that training emphasis is actually for the module being covered. It will also be understood that in certain instances such as scheduling or overtime

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opportunities, apprentices may perform work from previous or future modules. 4.1 Instructors working with the LJAC will ensure that identified comprehensive testing will be conducted, to certify successful completion of all the training modules.

**Candidates and Career Path:**

The Company, the Union, and participating academic partners, may collaborate to develop a skilled worker graduate Substation Electrician pipeline program. The participating academic partners and the Bargaining Unit SMEs will facilitate the essential education of the graduate program.

**Testing, Certification and Placement:**

Following the completion of all formal training, a comprehensive skills test will be conducted. Upon successful completion of the comprehensive test, and with prior approval of the PSJAC the Apprentice Substation Electrician will be permitted to take a certification test. Apprentice Substation Electricians who fail the certification test will not be permitted to retake the test for a period of ninety (90) days. During such time, the Apprentice Substation Electrician will continue to remediate under the direction of the 4.1 Instructor and be given the opportunity to gain additional experience through OJT.

All Apprentice Substation Electricians will be required to take the Substation Electrician Certification test within set timeframes of entering the program depending on their entry position. Apprentices will receive credit toward the 36-month certification timeframe based on their credit time awarded for their technical and practical knowledge. Certification time requirements are as follows:

- Basic level apprentices will be required to take the certification test within 36 months of entering the program.
- Intermediate level apprentice will be required to take the test within 24 months of entering the program.
- Advance level apprentice will be required to take the test within 12 months of entering the program.

Upon successful certification, the Apprentice Substation Electrician will be eligible to bid or relieve into a Substation Electrician position. While working as a Certified Apprentice Substation Electrician he/she will receive an additional \$1.00 per hour increase in pay and a \$.50 (fifty cent) increase every six months but will not exceed the bottom bracket of the Substation Electrician rate of pay. He/she can also be placed temporarily into a location where there is a “no qualified applicant” (NQA) Substation Electrician position, as a Certified Apprentice Substation Electrician within the mileage guidelines established in the master section of this MOU.

Apprentice Substation Electricians who are unable to pass the certification test on their first attempt will (after the 90-day remediation period) be allowed up to an additional nine (9) months to successfully complete the certification test. However, total time in program shall not exceed 48 months inclusive of awarded credit time. If unable to pass the Certification test on the second attempt, the Apprentice will be given forty-five (45) days to bid a vacant position or roll where seniority and qualifications allow.



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Customer Service  
Appendix

**Apprentice Meter Electrician "A":**

**Program Eligibility & Prequalifications:**

Apprentice Meter Electrician 'A' jobs will be posted and filled in accordance with Paragraph 20 of the MOA through the Job Posting Process. It is agreed that at any time by written request either the Union or the Company may request to review the posting process of the Apprentice Meterman 'A' positions.

Successful candidates will be awarded credit time for their technical and practical knowledge as outlined in the master section of this agreement; adjustments in pay for this credited time will be in accordance with Exhibit A of the MOA.

**Training Scope:**

Training will consist of 3 overall levels (with 5 sub-levels) consisting of approximately 1440 hours. The levels consist of the following:

- Basic (Sub-level 1 consist of 80 hours personal classroom time and 120 hours of field time) totaling 200 hours (Sub-level 2 consist of 80 hours personal classroom time and 160 hours of field time) totaling 240 hours both totaling 440 hours, approximately 11 weeks
- Intermediate (Sub-level 3 consist of 120 hours personal classroom time and 200 hours of field time) totaling 320 hours, approximately 8 weeks and
- Advanced (Sub-level 4 consist of 120 hours of personal classroom time and 160 hours of field time) totaling 280 hours and (Sub-level 5 consist of 120 hours of personal classroom time and 280 hours of field time) totaling 400 hours both totaling 680 hours, approximately 20 weeks.

In every case, all demos and assessments in the current level must be successfully completed before an Apprentice will be allowed to progress to the next level of the program. Training will be conducted at either a training site or in the field under the guidance of a qualified Craft Worker or a 4.1 Instructor.

Formal instruction will be divided into levels and will include "how to" instructions followed by live demonstrations and skills practice. All completed field demos can be signed off by a qualified Craft Worker or 4.1 Instructor. After successful completion of a specific level, Apprentices will continue to practice the skills learned through On-the-Job training and may be assigned work that they are qualified to perform within the scope of their training. Apprentices, with LJAC approval, may perform work from any level he/she has successfully completed, without direct Craft Worker supervision.

Instructors will monitor the OJT to ensure that training emphasis is actually for the level being covered. In certain instances, such as scheduling or overtime opportunities, Apprentices for training purposes maybe assigned to perform work from previous or future levels. The 4.1 Instructor working with the LJAC will ensure that identified comprehensive testing is conducted and certify successful completion of all the training levels. The 4.1Instructor will meet with the UAC to review results.

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**Candidate Career Path:**

The Company, the Union, and participating academic partners may in the future collaborate to develop a skilled worker graduate Meter Electrician 'A' pipeline program. The participating academic partners and the Bargaining Unit SMEs will facilitate the essential education of the graduate program.

**Training and Certification:**

All Apprentice Meter Electricians will be required to take the Meter Electrician Certification test within set timeframes of entering the program depending on their entry position. Apprentices who come in under the step program will have credit applied toward the 24-month certification timeframe.

- Basic will be required to take the certification test within 24 months of entering the program.
- Intermediate will be required to take the test within 14 months of entering the program.
- Advanced will be required to take the test within 10 months of entering the program.

Upon successful certification, the Apprentice Meter Electrician A will be eligible to bid or relieve into a Meter Electrician A. While working as a Certified Apprentice Meter Electrician A he/she will receive an additional \$1.00 per hour increase in pay and a \$.50 (fifty cent) increase every six months. He/she can also be temporarily placed into a location where there is a "no qualified applicant" {NQA} Meter Electrician A position, as a Certified Apprentice Meter Electrician A within the mileage guidelines established in the master section of this MOU. If not previously awarded a Meter Electrician A position; following the successful completion of all programs and certification testing, the Apprentice Meter Electrician A will, upon reaching thirty-six (36) months in the program, inclusive of awarded credit time, automatic into a Meter Electrician A position and will be given forty-five (45) days to be awarded a job. Upon expiration of the forty-five (45) days, if a "No Qualified Applicant" (NQA) position does not exist in his/her present location, the Meter Electrician A will be placed into a NQA Meter Electrician A position within fifty {50} miles of their current work headquarters in Miami-Dade, Broward or Palm Beach Counties, or sixty-five (65) miles outside of the tri-county area. If unable to be placed, his/her Meter Electrician A position will be discontinued, and that employee will roll where seniority and qualifications allow.

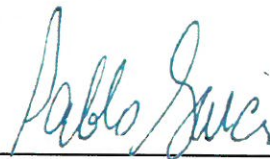
A 4.1 Instructor from another area will administer Step level assessments, as well as comprehensive and certification testing. In certain instances, and for the purpose of training, Apprentices may be assigned to perform work from previous or future levels. The 4.1 Instructor working with the LJAC will ensure that identified comprehensive testing is conducted and certify completion of all the training levels. A 4.1 Instructor or qualified Craft Worker may administer quizzes and practice demos within each level. The 4.1 Instructor will meet with the PSJAC to review results.



Jack Wilson  
Business Manager  
System Council U-4, IBEW

4-21-2023

Date



For Kelly Tveter  
Senior Director, Labor & Safety  
Florida Power & Light Company

4.21.2023

Date