



ELECTRICAL OJT WORK HOURS

APPRENTICESHIP TRAINING TRUST
LOS ANGELES/VENTURA CHAPTER

MONTH _____ YEAR _____

DATE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	MONTHLY TOTAL
A																																
B																																
C																																
D																																
DAILY TOTAL																																
CLASS HOURS																																

Collect all paycheck stubs with an end date of any day in the current month. Match the hours on your paycheck stubs with the hours you list on the calendar above. Make sure that you list them under the proper work category. In the monthly total column, total the number of hours worked for the current month in each of the various work categories. The totals for each of the work categories must equal the total hours indicated on your check stubs. Print and sign your name, and have your journeyman or foreman sign and fill in your employer for the month. If you worked for more than one contractor for the month, list all contractors that you worked for. Make sure that this form is complete, or it will be returned to you. **This accurately and neatly completed form is due to the ABC office no later than the 10th of the month following the month of this report.**

WORK CATAGORIES

- A. Residential (minimum 1500 hours)
- B. Commercial (minimum 3500 hours)
- C. Industrial (minimum 2500 hours)
- D. * Special (500 hours)

Printed Name _____
 Signature _____
 Foreman's Name (print) _____
 Foreman Signature _____
 Employer _____

Please Note

You are required to keep a log of your OJT work hours so that the committee may monitor your progress in the Electrical Training Program. This sheet must be turned in by the 10th of each month following the month in which the hours were worked. Documentation not received by the 5th of the month may generate a committee appearance letter for disciplinary action. **Advancement and graduation are dependent upon the receipt of hours.**

* Includes fire/life safety, nurse call, phone/data, speaker systems, etc.



ELECTRICAL OJT WORK HOURS

APPRENTICESHIP TRAINING TRUST
LOS ANGELES/VENTURA CHAPTER

MONTH _____ YEAR 2007

MONTH OF REPORT _____ DAILY TOTALS MUST EQUAL MONTHLY TOTALS

DATE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	MONTHLY TOTAL	
A	8					SATURDAY	SUNDAY	8					SATURDAY	SUNDAY				8	8	SATURDAY	SUNDAY					SATURDAY	SUNDAY						32
B		8			8	SATURDAY	SUNDAY		8	8	8		SATURDAY	SUNDAY						SATURDAY	SUNDAY	8	8	8			SATURDAY	SUNDAY	8	8	8	88	
C			8			SATURDAY	SUNDAY					8	SATURDAY	SUNDAY		8				SATURDAY	SUNDAY				8	8	SATURDAY	SUNDAY				40	
D				8		SATURDAY	SUNDAY						SATURDAY	SUNDAY	8		8			SATURDAY	SUNDAY						SATURDAY	SUNDAY				24	
DAILY TOTAL	8	8	8	8	8			8	8	8	8	8			8	8	8	8	8			8	8	8	8	8			8	8	8	184	
CLASS HOURS					4						4							4							4							16	

Collect all paycheck stubs with an end date of any day in the current month. Match the hours on your paycheck stubs with the hours you list on the calendar above. Make sure that you list them under the proper work category. In the monthly total column, total the number of hours worked for the current month in each of the various work categories. The totals for each of the work categories must equal the total hours indicated on your check stubs. Print and sign your name, and have your journeyman or foreman sign and fill in your employer for the month. If you worked for more than one contractor for the month, list all contractors that you worked for. Make sure that this form is complete, or it will be returned to you. **This accurately and neatly completed form is due to the ABC office no later than the 10th of the month following the month of this report.**

YOU SIGN HERE

WORK CATAGORIES

- A. Residential (minimum 1500 hours)
- B. Commercial (minimum 3500 hours)
- C. Industrial (minimum 2500 hours)
- D. * Special (500 hours)

Printed Name JOE SPARKS
 Signature _____
 Foreman's Name (print) JOSE SPARKS
 Foreman Signature _____
 Employer SPARKS ELECTRIC

FOREMAN SIGNS HERE

Please Note

You are required to keep a log of your OJT work hours so that the committee may monitor your progress in the Electrical Training Program. This sheet must be turned in by the 5th of the month following the month in which the hours were worked. Documentation not received by the 10th of the month may generate a committee appearance letter for disciplinary action. **Advancement and graduation are dependent upon the receipt of hours.**

* Includes fire/life safety, nurse call, phone/data, speaker systems, etc.