



May 23, 2007

Dear IMEA Lineworker Apprentice and Apprentice Supervisor,

The IMEA is pleased to announce exciting changes in the IMEA Lineworker Apprentice Program. Recently the program changes were summarized when Lab B registrations were distributed via mail, fax and the IMEA spring conference. The purpose of this letter is to explain the changes in greater detail and to invite any questions you may have.

As the IMEA Safety and Training Director, I am charged to fulfill the safety and training program mission statement "To be the safety and technical training provider of choice for all municipals in the state of Indiana." To more adequately fulfill this charge, the IMEA will incorporate the following program changes immediately. Please take a moment to compare the present program with the revised program.

**Present (old) Program**

Each member has standards registered with DOL

4 year/8000 hour program

IMEA interacts/assists with DOL on member's behalf

IMEA facilitates program and training with contract instruction

3 TVPPA instructed labs

1. Lab A (5 days)
  - Wood pole climbing
2. Lab B (5 days)
  - Construction
3. Lab C (5 days)
  - Operations

4 TVPPA provided correspondence modules

When all labs and correspondence modules are successfully completed, a TVPPA certificate of completion, DOL certificate of completion and IMEA journeyman card is issued

**Revised (new) Program**

Each member has standards registered with DOL

4 year/8000 hour program

IMEA interacts/assists with DOL on member's behalf

IMEA facilitates program and training in-house

4 IMEA instructed workshops (one per year)

1. IMEA 610 Wood Pole Qualified Climber (8 days)
  - Wood pole climbing qualified climber requirement documentation
2. IMEA 611 Basic Construction and Maintenance (5 days)
  - 200 amp underground and OH pole/conductor construction.
3. IMEA 612 Intermediate Construction and Maintenance (5 days)
  - 600 amp underground and OH distribution equipment installation.
4. IMEA 613 Advanced Construction and Maintenance (5 days)
  - Transformers/Operations/Troubleshooting

## IMEA Program Workbook

1 workbook per year/2000 hours to include:

- On-the-job (OJT) hours tracking by instruction category;
- Skills demonstration tracking (skills chosen by each utility from IMEA database);
- Skills each year to be consistent with past workshop and leading to the next workshop;
- Course outline to guide apprentices through IMEA provided text books for self study assignments;
- IMEA graded quiz after each workbook chapter;
- Quarterly meeting at the member utility with each apprentice to ensure proper workbook progress by review and assistance;
- Workbooks are reviewed for completion and an entrance exam given at beginning of the construction and maintenance workshops;
- Exit exam and next year workbook given at each workshop;
- When all workshops and workbooks are successfully completed, a final comprehensive (journeyman) exam will be given prior to certificate of completion;
- IMEA workbook and workshops will progress together and increase in complexity as the apprentice progresses;
- Apprentices can interact directly with IMEA at safety meeting visits or by phone with any questions or help needed in addition to the quarterly meeting;
- Apprentices will receive operator certifications for digger derrick and bucket truck.

As you can see, the revised program will provide an increased amount of hands-on workshop instruction, customized workbook instruction, instructor/apprentice interaction, apprentice skill demonstration, program progression documentation, and apprentice assistance. I believe these changes will result in apprenticeship graduates that are better prepared to construct and maintain their employer's specific electric system while gaining knowledge of electric distribution systems as a whole.

I am sure there will be more questions during this program transition, so, please do not hesitate to call, any question is a good question worth asking.

Thank you for this opportunity for the IMEA to serve your organization.

Sincerely,

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## Frequently Asked Questions and Answers

As with any change, a few questions need to be answered concerning the program changes. Following are some questions that have been asked:

**“I have already started with the TVPPA program, can I continue with TVPPA?”**

Yes. For any member who has already started with the TVPPA program, you may continue on with the TVPPA program as in the past and the IMEA will continue to facilitate the TVPPA labs and TVPPA correspondence workbooks on your behalf.

If you wish to switch over to the IMEA instructed program you may do so, however, please note that the old lab B is now a combination of two workshops (basic and intermediate) and completion of both workshops is required.

**“I have already completed a TVPPA correspondence book; can I switch over to the IMEA workbook program?”**

Yes. If you have already completed book one of the TVPPA correspondence program it is recommended that you continue with the TVPPA correspondence program until completed.

If you wish to switch to the IMEA workbook program, you may do so but you will be required to start with workbook 1 of the IMEA program.

**“Can I continue with the TVPPA workbooks and switch over to the IMEA instructed workshops?”**

Yes. You may switch at any point because both the TVPPA instruction and IMEA instruction will meet the D.O.L. apprenticeship standards.

To be clear, during the transition you may continue with the TVPPA correspondence material while attending the IMEA workshops.

**I am getting ready to begin an Apprenticeship, which program should I follow?**

The IMEA program. The IMEA will continue to facilitate Apprentices who started with TVPPA instruction; however, all new Apprentices will follow the IMEA instructed program.

**Who do I contact to register for a TVPPA lab or order a TVPPA correspondence book?**

Please call myself. The IMEA will continue to facilitate TVPPA registrations.

**Who do I contact with questions concerning this transition?**

Please call myself with any questions. Do not call TVPPA. TVPPA has been asked to direct any calls made to them back to myself.

**Will there be any price change as a result of the program change?**

All workbook pricing will remain the same. The climbing lab will increase slightly due to the new workshop being 8 days instead of 5 days. Again, there are now 4 workshops instead of 3. Call for any pricing details.