
Letters of Transmittal

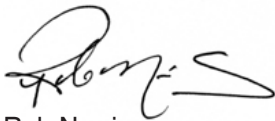
October 2011

The Honourable Dr. Gordon L. Barnhart
Lieutenant Governor of Saskatchewan
4607 Dewdney Avenue
REGINA SK S4T 1B7

Your Honour:

I have the honour to present the Saskatchewan Apprenticeship and Trade Certification Commission Annual Report for the year ending June 30, 2011. The financial statements included in the report were prepared in accordance with *The Apprenticeship and Trade Certification Act, 1999*.

Respectfully submitted,



Rob Norris
Minister Responsible for the
Saskatchewan Apprenticeship and Trade Certification Commission

October 2011

Honourable Rob Norris
Minister Responsible for the Saskatchewan Apprenticeship
and Trade Certification Commission
Room 208, Legislative Building
REGINA SK S4S 0B3

Dear Minister Norris:

We have the honour to present the Annual Report of the Saskatchewan Apprenticeship and Trade Certification Commission for the period July 1, 2010 to June 30, 2011.

Respectfully submitted,



Garry Kot
Commission Board Chairperson



Joe Black
Chief Executive Officer

A Message from the Commission Board Chairperson



On behalf of the Commission Board of Directors, I am pleased to present the Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) 2010-11 Annual Report.

In September 2010, the SATCC Board experienced changes to its membership. I want specifically to thank retiring Board members, Hazel Hack, Tom Mullin, Mervin Roncin and Walter Wilkinson for their service on the Board of Directors and their dedication to apprenticeship.

On behalf of the Board, I extend a warm welcome to the new members who joined the Board, Linda Turta, Theresa Hards, Clarence George and Bryan Leier.

The new Board members join the other members of the Board of Directors, as well as almost 600 industry representatives who volunteer as members of the Saskatchewan Trade Boards (TB), Curriculum and Examination Development Boards (CEDB) and Trade Examining Boards (TEB). It is the hard work, commitment and dedication of all these individuals which contributes to the high quality standards for service delivery and certification - the hallmark of the Saskatchewan apprenticeship training and trade certification system.

Since 2009, the SATCC Board has focussed attention, time and resources on a number of activities to strengthen and improve governance practices. The SATCC Board recognizes the importance of achieving the best possible governance standards and practices to provide the highest level of oversight and strategic leadership to the Saskatchewan apprenticeship and trade certification system.

Some of the governance activities undertaken in 2010-11 include:

Transparency

- Minutes of all SATCC Board of Directors meetings are now available to the public on the SATCC website at

www.saskapprenticeship.ca/COMMISSION_BOARD/.

Accountability and Responsibility

- Revised and implemented the annual CEO performance management process
- SATCC Board members completed a revised Board self-evaluation process
- Held a Board governance planning session and Board orientation sessions for both continuing and newly appointed Board members
- Completed the review and revision of the Board's 32 policies
- Reviewed and revised the Board committee structure resulting in four standing committees and two ad hoc committees
- Developed a Terms of Reference for each new Board committee and reviewed and revised existing committee Terms of Reference
- Updated a Board Orientation Manual – written material to support the in-person orientation; the manual includes *The Apprenticeship and Trade Certification Act, 1999 and Regulations*, SATCC Board Policies, SATCC Board Committee Terms of Reference, current copies of the SATCC Strategic Plan, Business Plan and Annual Report
- Produced a Board Handbook – a quick reference guide regarding Board member fiduciary and strategic leadership responsibilities

In the coming year, the SATCC Board will continue to focus on governance, as well as refreshing the Board's Strategic Planning process, leading to the development of the 2012-15 SATCC Strategic Plan.

I want to thank all my colleagues on the SATCC Board of Directors, the staff at the Commission, our partners in government, industry and the training system for their continued support and collaboration. Without this collaboration and a shared belief in the importance of the apprenticeship model, the SATCC would not be able to provide Saskatchewan apprentices, employers and tradespersons with one of the best apprenticeship and certification programs in Canada.

A handwritten signature in black ink, appearing to read 'Garry Kot'. The signature is fluid and cursive, written over a horizontal line.

Garry Kot, SATCC Board Chairperson

A Message from the Chief Executive Officer



The results are in and the Saskatchewan Apprenticeship and Trade Certification Commission experienced continued growth in 2010-11.

- 1,333 - Completion of Apprenticeship Certificates issued - a 12.9%

increase over the previous year.

- 1,510 - Journey person Certificates issued - a 25.2% increase over the previous year.
- 2,854 - New apprentices were registered during the year - a 2.7% increase over the previous year.
- 5,531 - Apprentices attended technical training in 2010-11 - a 67.8% increase over 2006-07.
- 9,442 - Total number of registered apprentices at year end - a 3.3% increase over the previous year and a 39.3% increase since 2006-07.
- 12,041 - Total registered apprentices who received services in 2010-11.

The 2010-11 Annual Report presents the operational activities and financial results for the fiscal year ending June 30, 2011. It reports to the public, stakeholders and elected officials on key accomplishments of the Commission over the past year and the goals, key actions and performance measures set out in the SATCC 2009-12 Strategic Plan and the 2010-11 Business Plan.

I am very pleased that the Commission and its staff have been able to continue the delivery of high quality services to its clients in the face of continued growth with finite resources. We didn't achieve this alone. Our partners in government, industry and the training system all contributed greatly to maintain the very successful delivery of the apprenticeship and trade certification system in Saskatchewan.

Key initiatives undertaken this year looked to the future to try to ensure the apprenticeship

system continues to respond to the ever changing economic environment and labour market in which we operate.

Efforts to map and assess the work processes in each of the Commission's business units began in 2010 and will continue into 2011. At the conclusion of the initiative, it is anticipated that work processes will be clearly articulated, streamlined and standardized to continuously improve client services.

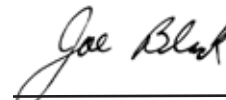
The SATCC continues to work in partnership with Manitoba Apprenticeship, SIAST and Red River College to develop and implement online programs in nine designated trades.

The Commission was front and centre in creating a work group with representatives from industry, government and training providers to provide a forum for discussion of strategies to increase the participation of women in the skilled trades in Saskatchewan. The work group organized a one day summit in May 2011 to explore barriers to female participation in the skilled trades, to develop recommendations to remove the barriers and to prepare a final report of the discussions and ideas generated during the forum.

www.saskapprenticeship.ca/WOMEN_IN_NONTRAD_TRADES/

My very special thanks go to the SATCC Board of Directors, industry partners, the Ministry of Advanced Education, Employment and Immigration (AEEI) and the entire staff at the Commission. Your dedication and professionalism reflect the strong performance of Saskatchewan's apprenticeship and trade certification system, as evidenced in this annual report.

It is an exciting time for apprenticeship in Saskatchewan. I look forward to continued engagement with our partners and stakeholders. Under the guidance of the Board, the Commission's Strategic Plan will be refreshed in the coming year to ensure the Saskatchewan apprenticeship system continues to meet the needs of apprentices, employers and tradespeople.



Joe Black, CEO

Alignment with Saskatchewan Government Direction

The Commission's strategic goals, key initiatives, operations and programs align with and support Saskatchewan's strategic direction as set out by the provincial vision and strategic goals.

The Government's vision is:

- A secure and prosperous Saskatchewan, leading the country in economic and population growth, while providing opportunity for a high quality of life for all.

The Government's vision is supported by its ongoing support for the following three strategic goals:

- Sustain economic growth for the benefit of Saskatchewan people, ensuring the economy is ready for growth and positioning Saskatchewan to meet the challenges of economic and population growth and development.
- Secure Saskatchewan as a safe place to live and raise a family where people are confident in their future, ensuring the people of Saskatchewan benefit from the growing economy.
- Keep Government's promises and fulfill the commitments of the election, operating with integrity and transparency, accountable to the people of Saskatchewan.

Within each goal are strategic themes and actions through which provincial Ministries, Agencies and Commissions work toward a secure and prosperous Saskatchewan.

The Government is committed to improving educational outcomes for our First Nations and Métis students. The education of these students is a crucial precursor to their full participation in the labour market, and in Saskatchewan's future prosperity. Ministries throughout the Government are working collaboratively with First Nations and Métis leaders toward this purpose. The goal is simple and profound: create a strategy best suited to the needs of this important group of students.

The Commission reports to the Minister of Advanced Education, Employment and Immigration (AEEI). The Premier has directed the Minister of AEEI to assign a high priority to a number of initiatives. Those initiatives with a direct impact on the SATCC include:

- Ensure that post-secondary institutions contribute to the goals of building an innovative economy, improving results and outcomes and maintain tuition affordability for students.
- Develop and implement a provincial strategy for First Nations and Métis learners that focuses on student performance, bridges the gap in graduation rates at the post-secondary level, and expands workforce participation.
- Actively participate in inter-provincial Western Canadian partnerships related to labour market development and post-secondary education.
- Establish a Saskatchewan scholarship and bursary fund matched by funds raised by post-secondary institutions, the private sector, and community-based partners.
- Increase apprenticeship training and employment opportunities.

Apprenticeship and trade certification is fundamentally a labour market development program that provides a platform for workplace training and industry certification in 47 designated skilled trades and 23 sub-trades. To become a registered apprentice, a person must be working with a sponsoring employer. The employer must be willing to register the apprentice with the SATCC and provide the workplace training that will allow the apprentice to learn and accomplish the competencies of the skilled trade that result in a Journeyman Certificate of Qualification.

In this context, apprenticeship is a demand side training program, serving the needs of persons who are employed and registered in a skilled trade. Apprenticeship training differs from supply side pre-employment type training programs that are generally offered in post-secondary training institutions to prepare graduates for entry into the workforce.

With continued high numbers of registered apprentices, the Commission is supporting industry growth through the development of a more highly skilled labour force, resulting in an enhanced provincial economy.

New and existing SATCC programs are helping to engage Saskatchewan youth and the Aboriginal population. The Commission continues to demonstrate strong leadership in apprenticeship

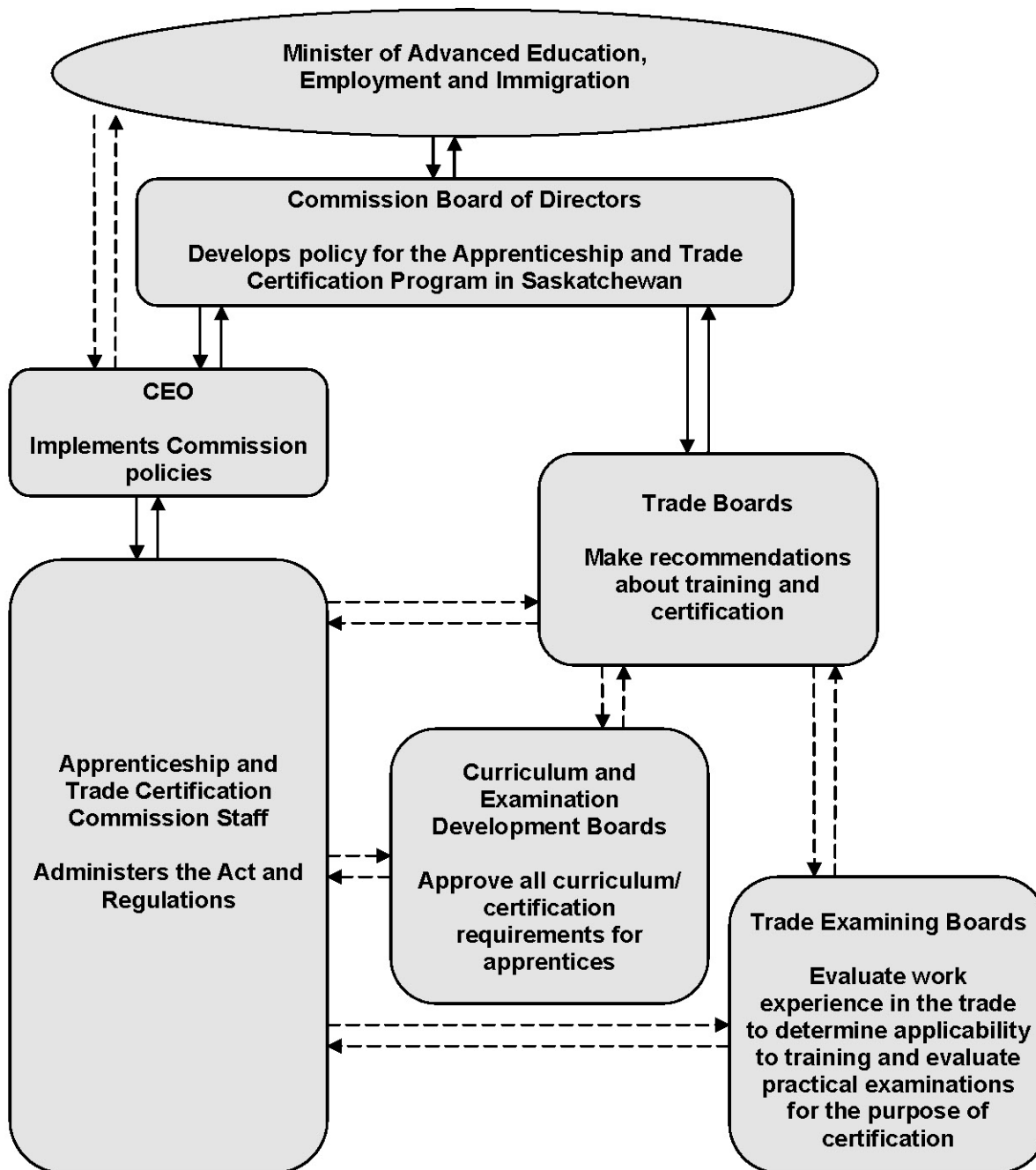
and trade certification throughout Canada to ensure program effectiveness and continuous improvement.

In the following table, the SATCC highlights the alignment of its strategic directions to Saskatchewan's strategic goals.

PROVINCIAL STRATEGIC GOAL	PROVINCIAL STRATEGIC DIRECTION	SATCC ACTIONS AND OUTCOMES WHICH DEMONSTRATE ALIGNMENT
Economic Growth	Highly educated, skilled, and adaptable workforce	9,443 apprentices registered in 47 designated trades; the apprenticeship model integrates workplace experience and technical training.
Economic Growth	Highly educated, skilled and adaptable workforce	Work with other provinces to ensure labour mobility; 52 Red Seal trades; Saskatchewan has designated 39 of the Red Seal trades.
Economic Growth	Increased innovation and education in the province	Continue support of programs targeted to youth, Aboriginal people and women.
Economic Growth	Effective labour force development	12,041 registered apprentices received services; programs for equity groups; labour market matching; competencies matched with employer needs; increased technical training seats to support increased numbers of registered apprentices.
Economic Growth	Infrastructure to support industry and economic activity	Skilled trade workplace and technical training and certification programs.
Economic Growth	Leadership in communication and cooperation of provinces in the New West Partnership	Maintain Saskatchewan's position as a leader in national and interprovincial apprenticeship and skilled trade committees and organizations. Saskatchewan and Alberta have agreed to partner on the Blue Seal program. This initiative encourages both apprentices and journeypersons to develop their business skills to become entrepreneurs.
Economic Growth	Keep young people in Saskatchewan	Saskatchewan Youth Apprenticeship (SYA) Program with 3,858 students participating; SYA Industry Scholarship Program continues with 40 scholarships awarded annually through Saskatchewan industry sponsorship.
Accountability	Financial and operational transparency and accountability	Full compliance with financial standards; provision of audited financial statements in the annual report; accountability model ensures focus on measurable outcomes.
Accountability	Strong partnerships with First Nations and Métis	Aboriginal Apprenticeship Initiative (AAI) operated and expanded over past eight years.
Accountability	Balanced budgets and reduction of debt	SATCC manages its funding to ensure balanced budgets.
Accountability	Professional Public Service	Highly skilled and knowledgeable employee group and competent, experienced management team.

Commission Overview

Governance



—————> indicates direct reporting relationship
- - - - -> indicates working relationship

Authority

The Apprenticeship and Trade Certification Act, 1999 establishes the Commission as a corporation and agent of the Crown, and authorizes it to manage the apprenticeship and trade certification system in Saskatchewan.

The Commission is given the authority to make regulations to ensure the efficient and effective operation of the apprenticeship system and to meet the needs of industry in a timely manner. Through the industry board structure and the *Act*, the Commission is accountable to the industry it serves and the Government of Saskatchewan.

The Commission reports to the Minister of Advanced Education, Employment and Immigration (AEEI), who is responsible for the administration of *The Apprenticeship and Trade Certification Act, 1999*. The Commission has 73.5 full time equivalent (FTE) positions and operates nine offices in Saskatchewan.

Mandate and Operational Activities

The Commission uses its human, financial and capital resources to achieve its vision and mandate through key programs and operations.

The following principles and values guide the Commission's work both internally and externally:

- Industry-focus
- Collaboration
- Responsiveness
- Equity
- Transparency
- Accountability
- Innovation
- Excellence

Vision

A skilled and representative trades workforce, industry trained and certified.

Mandate

To develop and execute a relevant, accessible and responsive apprenticeship training and certification system to meet the needs of employers, apprentices, journeypersons and tradespersons.

Operational Activities

The following responsibilities and activities are key to the Commission fulfilling its mandated and legislated responsibilities.

- Administrative support for apprenticeship registration and record keeping for all Saskatchewan apprentices and journeypersons.
- Assess apprentice work experience and prior learning.
- Administrative support and facilitation of Commission and Trade Board activities.
- Develop and implement an annual technical training plan for registered apprentices.
- Develop and administer examinations.
- Administer journeyperson certificates.
- Monitor workplace apprenticeship programs and regulate through employer visits.
- Administer apprentice allowances for technical training.
- Initiate and maintain partnerships with industry, government, other jurisdictions and various stakeholders.
- Lead and participate in interprovincial apprenticeship and trade certification and related activities.
- Develop and implement program promotion and awareness materials and campaigns.
- Prudent management of financial and human resources.

Board of Directors

A Board of Directors of up to 20 members is appointed by the provincial government to govern the Commission. Twelve members are selected by industry, based on sectors and equally representing employers and employees. Other Board members are selected by the Minister Responsible for the Commission and represent other stakeholders in the apprenticeship and trade certification system, including government, training providers and equity groups.

Commission Board Membership – as of June 30, 2011

Commission Board Chairperson

- Garry Kot – Construction Sector Employee Representative

Commission Board Vice-Chairperson

- Doug Christie – Construction Sector Employer Representative

Commission Board Members

Agriculture, Tourism and Service Sector

- Theresa Hards – Employee Representative
- Linda Turta – Employer Representative

Construction Sector

- Monte Allan – Employer Representative
- Gregory Gaudet – Employee Representative
- Randy Nichols – Employee Representative
- Brent Waldo – Employer Representative

Motive Repair Sector

- Tim Earing – Employee Representative
- Bryan Leier – Employer Representative

Production and Maintenance Sector

- Jim Deck – Employer Representative
- Clarence George – Employee Representative

First Nations - Vince Morrissette

Métis - Brett Vandale

Ministry of AEEI - Reg Urbanowski

Ministry of Education - Gerry Craswell

Northern Saskatchewan - Frank Burnouf

Persons with Disabilities - Doug Mitchell

SIAS - Brent Waldo

Women in Trades - Marral Thomson

The Commission Board has adopted the following standing and ad hoc committee structure to facilitate the work of the Board in developing recommendations for the Board's consideration. All Board Committees are supported by SATCC Senior Managers.

Board Standing Committees

Executive Committee

Assists the Board by providing guidance and advice in relation to any matters delegated to it.

Finance/Audit Committee

Assists the Board by ensuring the adequacy and effectiveness of the financial reporting, internal controls and management information systems.

Governance Committee

Assists the Board by providing guidance and advice in relation to board governance, processes, policies and principles.

Inclusion and Program Innovation Committee

Assists the Board by providing guidance and advice in relation to inclusionary practices and innovations in apprenticeship programming.

Board Ad Hoc Committees

Standards Committee

Assists the Board in considering issues related to standards of training, certification, examinations, curriculum and entrance requirements, and to provide guidance to Trade Boards on standards related to those issues.

Trade Board Appointments Committee

Assists the Board by reviewing and developing recommendations for the appointment of members to Trade Boards.

2010-11 Results at a Glance

Summary of Performance Results

- 47 designated trades and 23 sub-trades, four of which are compulsory.
- Certificates issued:
 - Journeyperson 1,510
 - Proficiency 66
 - Completion of Apprenticeship 1,333
 - Learners 255
 - Apprentice Year Cards 7,735
- 12,041 registered apprentices received services during the year.
- 5,531 occupied apprentice technical training seats, with 5,826 seats purchased.
- Average age of Level 1 apprentices 27.7.
- As of June 30, 2011, there were 9,442 apprentices registered with the SATCC; an increase of 3.3% over the previous June.
- 1,272 persons of Aboriginal ancestry registered.
- \$400,000 of funding was dedicated to Aboriginal Apprenticeship Initiatives.
- 3,858 youth apprentices were registered from 255 high schools across the province.
- 40 - \$1,000 industry scholarships were presented to 39 high schools in Saskatchewan; 36 named industry scholarships.
- The SATCC Facebook page maintained 1,145 active users. There were 11,842 views of the news feed posted this term which began March 11, 2011.
- About 57% of registered apprentices live outside of the urban centres of Regina and Saskatoon.
- 2,133 written and 459 practical journeyman exams administered.

Key Results Area	2010-11 Business Plan Projections	2010-11 Actual
Total Registered Apprentices on June 30, 2011	9,000	9,442
New Apprentices Registered	2,300	2,854
Youth Apprentices Registered	5,400	3,858 ^A
Apprentices in Technical Training	5,869	5,531
Upgraders/Updaters in Training	200	221
Allowance Claims Processed/Approved	5,602	5,531/2,452 ^B
Employer/Workplace Visits	3,700	4,890
Work Experience Assessments	20,000	19,382
Psycho-Educational Assessments	70	178
Written Examinations (all types)	2,300	2,133
Practical Examinations	500	459
Journeyman/Proficiency Certificates Issued	1,400	1,576
Industry Board/Committee Meetings	120	126
Trade Show/Career Promotions	200	324
Revenue Generation (total non-grant revenue)	\$2,097,800	\$2,203,457

^A A strike-related disruption of mail service in 2011 affected the number of completed participation forms received by the SATCC.
^B All apprentices attending technical training can apply for a training allowance; but only those that meet the criteria are eligible to receive one.

Summary of Financial Results

Grant Revenue

The grant from the Ministry of Advanced Education, Employment and Immigration grew by \$1,949,000 in 2010-11 as the result of receiving one-time Federal Stimulus funding of \$1.8 million and \$149,000 for collective agreement costs. The financial statements from 2010 reflect three months of the increased grant revenue received for the 2011 fiscal year which begins in April for the Ministry.

Fees

In 2010-11, the Commission received \$2,045,754 in fees for tuition, apprenticeship registrations, tradesperson applications and administrative services. This represents an increase of \$99,388 over the previous year. The increase reflects an increase in apprenticeship registrations and increases in the number of apprentices taking technical training.

Industry Contributions

The Commission received funds as a result of an initiative involving companies awarded contracts administered by Government Services. The initiative requires the contractor to contribute \$0.21 for every hour worked by each employee working on the contract. The contractor may submit this amount to either the Construction Opportunities Development Council or to the Commission. In 2010-11, the Commission received \$7,113 through this initiative. This represents a decrease of \$16,944 over the previous year. The Commission has been advised that Government Services would no longer be including this term in their construction agreements.

In 2010-11, industry donations of \$76,000 were received for the Saskatchewan Youth Apprenticeship (SYA) Industry Scholarship Program.

Salaries and Personnel Expenses

Salary costs of \$4,113,602 in 2010-11 were approximately \$580,202 over budget. This resulted from a budgeted 15% vacancy rate; actual vacancy rate was 1%.

Program Contractual Services (Training Costs)

In the 2010-11 year, SIAST, the Commission's main training provider, delivered training valued at approximately \$13.89 million. Total training costs in the year were approximately \$421,039 less than the previous year, primarily due to some cancelled courses and delay in innovation projects.

Advertising, Promotion and Printing Costs

Advertising and promotional costs in 2010-11 were approximately \$115,663 less than 2009-10.

Budget Deficit Versus Annual Surplus

The 2010-11 year activity resulted in a surplus of \$621,178. The budget for the year had anticipated a deficit of \$540,100. During the 2010-11 year, actual revenues exceeded the budget by \$143,529 stemming from increased client fees, proceeds from products and services and interest income. Program contractual services were under budget by \$1,466,026 stemming from \$512,923 in technology enhanced learning projects started but not completed during the year, \$268,000 for training scheduled but cancelled and \$362,700 in lower than expected SIAST training costs. In addition, the current year training reflects the difference between the payable set up for June 30, 2010 which was \$310,439 higher than the payable which has been set up at June 30, 2011. The remaining amount of \$11,963.56 is primarily made up of funds returned to the Commission.

Accumulated Surplus

The accumulated surplus at the end of the fiscal year of \$2,440,189 is comprised of financial and non-financial assets. Net financial assets make up \$1,506,773 of the total, of which \$93,045 is restricted for Aboriginal Apprenticeship Initiatives; \$14,235 will be used for office environment improvements in the 2011-12 year; \$135,000 is designated for the SYA Industry Scholarship Program; and \$31,662 for training contracts. The Commission Board's policy requires a minimum of \$517,804 in financial assets to be maintained as a reserve to maintain operations.

Budget Overview for 2011-12

The Commission is budgeting a deficit for 2011-12 in the amount of \$915,900 before amortization. Training and Operating expenses will be monitored closely.

Wage-related and training costs in the 2011-12 budget were calculated based on changes in the public sector Collective Bargaining Agreements and provincial government guidelines for out-of-scope employees.

The budgeted salaries expense in 2011-12 includes a 10% vacancy rate. It is expected that retirements and staff movement due to increased career opportunities will continue for the foreseeable future.

2010-11 Year in Review

The Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) plays a key role in Saskatchewan's labour market development by providing a platform for workplace training, technical training, and industry certification in 47 skilled trades and 23 sub-trades.

The apprenticeship and trade certification program is a demand side training program, serving the needs of apprentices who are employed and registered in a skilled trade. Apprenticeship differs from supply side pre-employment training programs offered in the post-secondary institutions to prepare graduates for the workforce. Apprentices are employed, fully engaged in their chosen careers and contributing significantly to Saskatchewan's prosperous economy.

The SATCC 2010-11 operating year is July 1, 2010 to June 30, 2011. During this period, the SATCC registered 2,854 new apprentices, issued 1,333 Completion of Apprenticeship Certificates and 1,510 Journeyman Certificates (25.2% increase over the previous year). Services were provided to 12,041 registered apprentices. At year end, 9,442 apprentices were registered, a 3.3% increase over the previous year and a 39.3% increase since 2006-07. The number of apprentices in 2010-11 was 11.3% above the five-year average of 8,482.

The continued increase in apprenticeship registrations and trade certifications generates a considerable level of ongoing demand for more training seats and other services, both from the SATCC and its partners. Investment in the system increased, both from government grants and the fees generated by the SATCC. The increase in government grants and the ability of training providers to meet the demand for training seats meant that 5,531 apprentices were able to attend technical training in 2010-11, an increase of 67.8% over 2006-07 numbers. The number of apprentices in 2010-11 receiving technical training was 20.2% above the five-year average of 4,602.

Over the last year, the SATCC embarked on a project to map and assess the work processes in each of the Commission's business units. This work will continue into 2011. At its conclusion,

the results of the project will support the delivery of SATCC services that continue to be effective, efficient and client-centred. This project aligns with the provincial government's Lean initiatives and positions the SATCC to ensure that in the face of sustained growth, the organization is able to operate efficiently without compromising service.

Several factors influenced this growth:

- The average Saskatchewan monthly unemployment rate during the 2010 calendar year was 5.2%, the lowest in Canada.
- The average Saskatchewan monthly participation rate – the labour force as a share of the total population aged 15 and over – during 2010 was 69.9%; among the other provinces only Alberta was higher, with a rate of 72.9%.
- Two industry sectors hire many skilled tradespeople, both in Saskatchewan and in other provinces: non-agricultural natural resource extraction (mining, oil and gas, etc.) and construction. In Saskatchewan, the total employment of all workers in these sectors rose by 5.9% in 2010, compared to 2009. Only Quebec demonstrated a stronger year-over-year level of growth in percentage terms (9.1%).
- The Construction Sector Council, the Mining Industry Human Resources Council, and the Petroleum Human Resources Council released reports in the last year that forecast a continued demand for the skilled trades across Canada for at least the next five to 10 years.
- The federal government continued two grant programs for apprentices, the Apprenticeship Incentive Grant (AIG) and the Apprenticeship Completion Grant (ACG).
- The successful Saskatchewan Youth Apprenticeship (SYA) Program created positive awareness of careers in the skilled trades.

In the typical apprenticeship contract, approximately 80-85% of learning is experiential and occurs in the workplace while the balance takes place in a classroom, lab or shop setting. The employer's ability to provide the apprentice with opportunities to engage in a broad range of the tasks of the trade and to provide him or her with competent supervision and mentoring is a

very important component of the program. The large majority (83.2%) of apprentices [surveyed in 2010] say their employer assigns work that enables them to experience a broad range of tasks. This is supported by employers, the vast majority (96.3%) of whom say they make every effort to assign a broad range of work. Most employers [surveyed] do not have any trouble assigning a range of tasks. (Source: *SATCC Apprentice and Employer Satisfaction Survey Report, August 2010. See www.saskapprenticeship.ca/siteimages/misc%20pamphlets_newsletters/SATCC_Satisfaction_Survey_Report_web.pdf for the full report.*)

To create and maintain an effective infrastructure for apprenticeship skills development, the SATCC's key partners are: employers, apprentices and tradespersons, employer associations, unions, sector councils, the provincial government, the Saskatchewan Institute of Applied Sciences and Technology (SIAST), Saskatchewan regional colleges, other training providers, Aboriginal organizations, and the Canadian Council of Directors of Apprenticeship (CCDA).

The SATCC undertakes a number of activities to support the relationship between employers and apprentices including:

- Assisting employers, apprentices and supervising journeypersons to understand and meet the workplace training requirements of the apprenticeship program.
- Providing information about the services and benefits of the apprenticeship program to apprentices, tradespersons, workplace mentors and employers.
- Evaluating individual workplaces for the delivery of workplace apprenticeship training.
- Developing and distributing standards and guidelines for the workplace training component.
- Developing workplace training plans for individual employers and apprentices.
- Developing, revising and/or approving technical training curricula for all designated trades in Saskatchewan.
- Developing, revising and validating examinations for use in designated trades in Saskatchewan.
- Participating in, and contributing to, the Interprovincial Standards Red Seal Program across Canada.

Saskatchewan's first-ever summit on female participation in traditionally male trades was held on May 6, 2011. More than 70 Saskatchewan industries, training and government stakeholders gathered in Saskatoon to seek strategies to increase women's participation in skilled trades and technologies, and support employers in recruiting, hiring, training and retaining women in the skilled trades and technologies. (For further information and a final proceedings report see www.saskapprenticeship.ca/WOMEN_IN_NONTRAD_TRADES/.)

In addition to providing technical training for apprentices and tradespersons, the SATCC is mandated to ensure that employers comply with journeyman and apprentice training ratios to ensure sufficient time is available for the journeyman to mentor the apprentice. Staff and industry representation, through volunteer Board members, play a key role in the success of the SATCC.

- Commission Field Consultants ensure workplace training proceeds in step with technical training.
- Program Development Officers ensure both workplace and technical training curricula are current.
- Training Coordinators monitor apprentices' progress and schedule them for technical training.
- Industry Trade Boards make Commission staff aware of changes, and innovation in industry practices.

Establishing and maintaining occupational standards in the skilled trades involves two factors:

- A competent cohort of program development personnel, including Commission staff and industry volunteers; and,
- Collaboration with partners and stakeholders in the training system.

Each of Saskatchewan's 47 designated trades has dedicated industry representation through the participation of almost 600 members on Trade Boards (TB), Curriculum and Examination Development Boards (CEDB) and Trade Examining Boards (TEB).

The Commission manages the renewal process for the Boards and strives to balance the interests of rural and urban areas, industry sectors, mature and start-up industries, and employers and employees. These Boards revised 38 interprovincial examinations and 155 provincially developed examinations and supporting documents.

The SATCC showed leadership in apprenticeship occupational standards development and maintenance by engaging in the following activities:

- Participating in a CCDA-level investigation into multiple assessment pathways (MAP); the SATCC took the lead for the Cook and Heavy Duty Equipment Mechanic trades.
- Developing, reviewing and/or validating the National and/or Provincial Occupational Analyses (NOAs/POAs) for all existing designated trades in Saskatchewan and those with potential for designation.
- Assisting employers, apprentices and supervising journeypersons to understand and meet the workplace training requirements of the apprenticeship program.
- Developing essential skills profiles for designated trades.
- Assessing work experiences of apprentices and tradespersons.
- Developing workplace training guides for all employers of apprentices to assist with the experiential learning component of the apprentice's training.

Currently, the Red Seal Program encourages the pan-Canadian harmonization of jurisdictional apprenticeship training and certification programs by developing and maintaining interprovincial standards for the 52 Red Seal trades. The SATCC uses only Red Seal standards and examinations in those trades that are both Red Seal and provincially designated.

The Pan-Canadian Framework for the Assessment and Recognition of Foreign Qualifications represents a joint fundamental commitment by federal, provincial and territorial governments to work together to improve the systems for assessing and recognizing foreign credentials in the skilled trades. As labour mobility is guaranteed under the Agreement on Internal Trade (Chapter 7), consistent foreign qualification assessment and recognition practices between jurisdictions is very important.

In March 2011, the SATCC released a report entitled *Understanding the Assessment and Recognition of Foreign Trained Workers in the Red Seal Trades: A Cross-Canada Review of Methodology and Processes in Apprenticeship Systems to Assess and Recognize Credentials and Trade Experience*. This document compared the current methods used by every Canadian province and territory to analyze foreign credentials in the skilled trades. (The report is available at: www.saskapprenticeship.ca/siteimages/misc%20pamphlets_newsletters/FQR_Final_March2011.pdf.) Particularly relevant to the SATCC and its counterparts elsewhere in Canada is the identification of system-wide pressures as well as recommendations for change.