APPRENTICE MONTHLY PROGRESS RECORD

Occupation: Limited Renewable Energy Technician

Enter the total hours from the previous Monthly Progress Record in Column B. Enter daily, to the nearest hour, time spent on each work process; add the hours from Column B plus Daily Record and enter total in Column C.

Keep a copy of each MPR for your next month entry

FAX OR MAIL TO:
OSEIA
Attn: JATC Program Administrator
833 SE Main St. MB 206
Portland, OR 97214
PH: 503-233-4009
FAX 503-236-8146

Name: Agreement No.

Address:

Phone: email:

Month: Year:

A List work processes As per standards	**B** Hours brought Forward	Each day list the number of hours worked on each work process. Keep your records to the nearest hour. 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	C Total hours to date
A. Installations of Renewable Energy Systems			
1. Photovoltaic Systems (1000 hours minimum)			
2. Other renewable energy systems (500 hours minimum)			
B. Balance of Systems (1500 hours minimum)			
C. Other (see standards) (1000 hours)			
TOTAL HOURS			
Enter class hours attended			

CLASSROOM INSTRUCTOR (when applicable)

Comments: _____

_____

Signature: _____ Date: _____

APPRENTICE

Name of Firm/Employer:
Location or Worksite:
Work Phone Number:

I certify that the above information is correct.

Signed: _____ Date: _____

EMPLOYER / TRAINING AGENT

	Yes	No
1. Is the apprentice punctual?		
2. Is he/she willing to learn?		
3. Does he/she show initiative?		
4. Is his/her quality of work good?		
5. Does he/she follow established safety procedures?		
6. Would you recommend him/her for rerating?		

Employer's Comments: _____

_____

Employer's Signature: _____