

INSTRUCTIONS FOR COMPLETING FORM CAC-2
APPRENTICE TRAINING CONTRIBUTION
(Sample Attached)

The Director of Industrial Relations using apprentice wage standards set forth in the collective bargaining agreement and/or approved by the California Apprenticeship Council shall determine the apprenticeship rate of pay. Any Contractor or subcontractor performing work on a public works contract must pay training fund contributions or apprenticeship contributions in one of the following manners:

1. Joint Apprenticeship Program Trust Fund for each craft in the site of the project site.
2. If the Joint Apprenticeship Program is unable to accept the contributions an equivalent amount shall be paid to the California Apprenticeship Council (CAC) administered by the California Department of Apprenticeship Standards.
3. If neither of the above will accept the funds, cash pay shall be in accordance with the following:

California Code of Regulations Section 16200(a)(3)(1)

Cash payments to the employee can only occur when their craft or trade is designated as non-apprentice able by the Department of Industrial Relations. This applies as well to contractors employing owner-operators, sole proprietors, and partners.

In order to determine the applicable prevailing wage rate for each apprentice you may refer to the Director of the Department of Industrial Relations prevailing wage determinations for apprentices on the DIR Website (www.dir.ca.gov).

Training contributions to the Joint Apprenticeship Council are due and payable on the 15th day of each month for work performed during the preceding month.

Training contributions to the California Apprenticeship Council shall be paid by check and shall accompany a completed CAC-2 Form, "Training Fund Contributions."

A copy of the completed CAC-2 form or a letter from the appropriate Joint Apprenticeship Council shall be submitted to Keenan & Associates for each month, or portion, that employees were dispatched to the Project.