

# APPRENTICE MONTHLY PROGRESS REPORT

## CENTRAL OREGON SHEET METAL JATC 7013

ENTER THE TOTAL (COLUMN "C") FROM PREVIOUS MPR IN COLUMN "B". ENTER DAILY, TO THE HALF HOUR, TIME SPENT IN EACH WORK PROCESS. ADD THE HOURS FROM "B", PLUS DAILY HOURS AND ENTER IN "C". "C" ARE NOW YOUR "B" HOURS FOR NEXT MONTH

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

MONTH/YEAR \_\_\_\_\_

A	B	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	C	
Fabrication & Assembly <b>2150 hrs</b>																																		
Install & Erection <b>3150 hrs</b>																																		
Layout <b>900 hrs</b>																																		
Miscellaneous <b>1000 hrs</b>																																		
<b><u>TOTAL</u></b> <b><u>OJT</u></b> <b><u>HOURS</u></b>																																		
School Hours																																		

**PLEASE FILL IN LOWER PORTION COMPLETELY AND REMEMBER ALL 3 SIGNATURES**

CLASS TAKEN: \_\_\_\_\_

INSTRUCTORS COMMENTS: \_\_\_\_\_

INSTRUCTORS SIGNATURE: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

EMPLOYER ADDRESS \_\_\_\_\_

EMPLOYER PHONE: \_\_\_\_\_

APPRENTICE: I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT

APPRENTICE SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

EMPLOYER: Please answer the following questions:

- |   |     |    |
|---|-----|----|
| 1. Is the apprentice punctual?                | YES | NO |
| 2. IS he/she willing to learn?                | YES | NO |
| 3. Does he/she show initiative?               | YES | NO |
| 4. Is his/her quality of work good?           | YES | NO |
| 5. Does he/she follow safety practices?       | YES | NO |
| 6. Would you recommend him/her for a re-rate? | YES | NO |

EMPLOYER COMMENTS: \_\_\_\_\_

EMPLOYER/SUPERVISOR SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**MPR'S ARE DUE THE 1<sup>ST</sup> OF THE MONTH AND LATE AFTER THE 10<sup>TH</sup>**

**MAIL OR FAX or WMAIL ALL MPR'S PRIOR TO THE 10<sup>TH</sup> FAX: 503-371-7668**

EMAIL: [NWApprenticeship@hotmail.com](mailto:NWApprenticeship@hotmail.com)

MAIL: NW Apprenticeship Services

4727 San Francisco Dr. NE, Salem, OR 97305

Phone: 541-279-1543 Fax: 503-371-7668