

# ADOT OJT TRAINING Preconstruction Submittal Form

AS part of the contractor's equal opportunity affirmative action program training shall be provided as follows:

The training and upgrading of minorities and women toward journeyworker status is a primary objective of this training provision. Accordingly, the contractor shall make every effort to enroll minority trainees and women trainees to the extent such persons are available within a reasonable area of recruitment. Contractors are encouraged to make systematic and direct recruitment efforts through public and private sources that are likely to yield minorities and females available for training under this contract. This training commitment is not intended, and shall not be used, to discriminate against any applicant for training, whether members of a minority group or not. Contact the ADOT Civil Rights Office at (602) 712-7761.

## I. PROJECT INFORMATION

CONTRACTOR NAME		ADOT PROJECT #	ADOT TRACS #:
ADDRESS, CITY, STATE, ZIP CODE			<input type="checkbox"/> PRIME <input type="checkbox"/> SUB
NO. OF TRAINEES TO BE ASSIGNED	HOURS ASSIGNED	CONTRACTOR OJT CONTACT PERSON AND PHONE NUMBER	

## II. PROJECT TRAINING PLAN INFORMATION.

APPRENTICESHIP/TRAINEE PROGRAM	# OF TRAINEES PROJECTED	HOURLY ASSIGNMENT PER TRAINEE	TOTAL HOURS ASSIGNED TO CRAFT	SAC APPROVED? YES OR NO*	ESTIMATED START DATE

\*IF YOUR OJT PROGRAM IS **NOT** STATE APPRENTICE COMMITTEE APPROVED (EXAMPLE LOCAL 428), PLEASE REFER TO SECTION III.

## III. OTHER APPROVED PROGRAMS APPROVED BY ADOT & FHWA

1. CS&W Contractors (Equipment Operator, Laborer)
2. FNF (Carpenter, Cement Mason, Equipment Operator, Engineer in Training)
3. Fisher Sand and Gravel (Equipment Operator)
4. Haydon (Operating Engineer – AGC)
5. Rummell (Equipment Operator)
6. AGC (Equipment Operator)

**IV. PROGRAMS NOT APPROVED BY AZ SAC OR BY ADOT** - Contractor must submit a detailed training program to the ADOT Civil Rights Office, 1135 N 22<sup>nd</sup> Avenue, Phoenix, AZ 85009.  
(NOTE: FHWA concurrence is required for final approval of programs proposed)

**V. CONTRACTOR ACKNOWLEDGEMENT STATEMENT:** I understand and will comply fully with the plans and specifications under which this training is being performed, and will report subsequent revisions to the training program as changes occur.

PRIME CONTRACTOR SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ SUBCONTRACTOR SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

THIS AREA FOR ADOT USE ONLY – FAX TO Civil Rights Office at 602-712-8429 or email to mcook@azdot.gov		
ADOT FIELD OFFICE APPROVAL	DATE	TITLE