

APPRENTICE MONTHLY PROGRESS REPORT

HVAC

Column "A" - Work Processes Hours	=	Total Number of Work Processes Hours Needed
Column "B" - Last Month's Hours	=	Total From Column "D" of Last Month's MPR
Column "C" - Total Hours This Month	=	Total Number of Hours Worked This Month
Column "D" - Total Hours To Date	=	Last Month's Hours + This Month's Hours

FAX: (503) 598-0391
MAIL or DROP-OFF:
 HVAC
 8625 SW Cascade Ave 97008
 Beaverton, OR 97008

Change of address (please send a buckslip with new
NAME: _____
ADDRESS: _____
MONTH: _____ **YEAR:** _____

PLEASE ROUND OFF TO THE NEAREST HOUR:

"A" Work Processes Hours	"B" Last Month's Hours	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 This Month	"D" Total Hours to Date		
Install & Service 2000																																				
Duct Design & Air Flow 1000																																				
Basic Refrig. Theory 500																																				
Piping, Brazing & Soldering 500																																				
Limited Energy Technician Class B License Requirements: 4000 hrs Total																																				
Installation - Install/wire pull Splices/ Control Panels/ Conduit Flex Tray Duct/ Control Wiring Device/ Stock Room & Materials/ Overhead & underground 1750 hrs.																																				
Troubleshooting & maintenance 250 hrs.																																				
Communication systems - Data Telecommunication Intercom/Paging 1000 hrs																																				
Specialized Control systems - HVAC/ Medical/ Boiler/Clock/ Instrumentation 1000 hrs																																				
Total Hours																																				
Schooling																																				
Class Hours																																				

INSTRUCTOR'S SIGNATURE: _____

NAME OF CLASS: _____

Date Stamp

REQUIRED SIGNATURES:

APPRENTICE: I certify that the above information is correct.

EMPLOYER'S SIGNATURE: _____

APPRENTICE SIGNATURE: _____

COMPANY NAME: _____

Please notify the Apprenticeship Department of any employment changes

Monthly Progress Reports are due by the 10th of every month or they are late.
 Apprentices turning in late MPRs will be cited to appear before the committee.

Comments:

