

occupations. Basic education training, if required, may be included in either type of project. If there is an insufficient number of qualified applicants, or a training course will not be available within 45 days, an individual may be referred to a training course in an appropriate public or private facility.

*On-the-Job Training Program.*—The on-the-job training (OJT) program for which the Department of Labor's Bureau of Apprenticeship and Training has operating responsibility, combines instruction with work to qualify a trainee for a particular occupation. The instruction may be given at the OJT facility or at an approved vocational training institution.

BAT representatives work directly with employers, management associations, labor unions and other applicant on-the-job training groups, to evaluate facilities and capabilities, prepare OJT plans and schedules, review contract proposals and negotiate contracts for training, inspect and monitor training progress for compliance with standards and contract provisions. Similar work is performed at the National level with management and labor organizations and multi-plant corporations to secure prime OJT contracts for the development of training projects in affiliated local units of the parent organization. Under reimbursement agreements, arrangements are made for the performance of similar promotional and technical assistance services by State Apprenticeship Agencies.

An important new activity under the OJT program involves OJT contracts with non-profit community organizations. An OJT contract is arranged with participating organizations providing administrative and subcontracting funds, which enables the organization to negotiate and place OJT sub-contracts with individual employers. These employers agree to train unemployed and underemployed people in the community and employ those who successfully complete the training.

Neither the Federal BAT nor participating State apprenticeship agencies actually conduct training. Standard government contracts are entered into with the employer, labor union, association, or other training sponsor to conduct the training program using the facilities of such groups to train the unemployed, underemployed, and those whose skills have become or are becoming obsolete. On-the-job training under this program may be combined with supplemental technical instruction by agreement with State vocational education agencies using public school facilities.

*Special Manpower Programs.*—Special experimental, demonstration and pilot projects are conducted by means of contracts and/or grants with public and private organizations for the purpose of improving techniques and demonstrating the effectiveness of specialized methods in meeting the manpower, employment, and training problems of worker groups such as the long-term unemployed, disadvantaged youth, displaced older workers, the handicapped, members of minority groups and other similar groups.

Under this program, cost reimbursement contracts are executed by the Secretary of Labor with local community groups such as hospitals, health and welfare services, correctional institutions, sheltered workshops, private non-profit organizations, and State and local government agencies. The full range of manpower services and training pro-