

## California Department of Transportation



DIVISION OF CONSTRUCTION

DISTRICT

ADDRESS

CITY, STATE, ZIP

PHONE

FAX

TTY 711

[www.dot.ca.gov](http://www.dot.ca.gov)

### NOTICE OF APPRENTICESHIP REFERRAL

[Date]

Department of Industrial Relations  
Division of Apprenticeship Standards–Public Works Unit  
P.O. Box 420603  
San Francisco, CA 94142-0603  
FAX: 415-703-5218

The Labor Compliance Program for the Department of Transportation advises the Division of Apprenticeship Standards of the following:

- ☐ A written complaint has been received, alleging the following:  
[Clear and concise statement of facts]
- ☐ Suspected violation(s) of the following apprenticeship requirements:
  - ☐ LC 1777.5(g) ratio violation.
  - ☐ Apprentices must at all times work with or under the direct supervision of a journeyman 8 CCR 230.1 (c).

Information regarding the contract and the affected contractor(s) is listed below:

Contract Number: [Contract #(s)]

Description of Contract: [Describe Work.]

Location: [Describe Location.]

[Prime Contractor's Name]

[Address]

[City, ST ZIP]

[Subcontractor's Name] (Delete if not applicable.)

[Address]

[City, ST ZIP]

For additional information, please contact [Labor Compliance Officer's Name] at

Department of Industrial Relations

[Date]

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[phone number].

Sincerely,

[NAME IN ALL CAPS]

(District #/Region Labor Compliance Manager or Officer)

Attachment:       *(Attach a copy of the complaint for issues other than wage rate enforcement.)*