

# Equity, diversity, inclusion, and accessibility in apprenticeship programs



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# Preface

This is the first edition of CSA Z301, *Equity, diversity, inclusion, and accessibility in apprenticeship programs*.

The intent of this Standard is to improve outcomes for apprentices from equity-deserving groups in the skilled trades. Creating more opportunities for these individuals to access and succeed in the skilled trades will lead to more equitable workforces and help employers meet human resource demands for qualified employees. In this edition, “equity-deserving groups” refers to but is not limited to Indigenous, Black and other racialized groups, women, persons with disabilities, 2SLGBTQIA+, and newcomers to Canada. This Standard has been developed to address the low participation and retention rates of these groups in skilled trades and apprenticeships.

CSA Group acknowledges that the development of this Standard was made possible by the support of the Canadian District of the United Brotherhood of Carpenters and Joiners of America (UBCJA), and funded in part by the Government of Canada’s Canadian Apprenticeship Strategy.

This Standard was prepared by the Technical Committee on Equity, Diversity, Inclusion, and Accessibility in Apprenticeship Programs, under the jurisdiction of the Strategic Steering Committee on Occupational Health and Safety, and has been formally approved by the Technical Committee.

This Standard has been developed in compliance with Standards Council of Canada requirements for National Standards of Canada. It has been published as a National Standard of Canada by CSA Group.

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# SDG Foreword

CSA Group develops and maintains Standards across a broad range of topics, most of which support the United Nations Sustainable Development Goals (UN SDGs) towards shaping a sustainable and resilient future.

Through a robust mapping process, connections between CSA Z301:24 and the following SDGs have been identified:

SDG	1 NO POVERTY	3 GOOD HEALTH AND WELL-BEING	4 QUALITY EDUCATION	5 GENDER EQUALITY	8 DECENT WORK AND ECONOMIC GROWTH	10 REDUCED INEQUALITIES
						
Targets	1.c	3.4	4.3, 4.4, 4.5, 4.7	5.1, 5.2, 5.5, 5.c	8.3, 8.5, 8.6, 8.8	10.1, 10.2, 10.3, 10.4

CSA Z301:24 has notable linkages with the following SDGs:

- SDG 1: *No Poverty*
- SDG 3: *Good Health and Well-Being*
- SDG 4: *Quality Education*
- SDG 5: *Gender Equality*
- SDG 8: *Decent Work and Economic Growth*
- SDG 10: *Reduced Inequalities*

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# CSA Z301:24

## ***Equity, diversity, inclusion, and accessibility in apprenticeship programs***

### **0 Introduction**

#### **0.1 Overview**

This Standard was developed to embed equity, diversity, inclusion, and accessibility (EDIA) strategies into all activities throughout the apprenticeship journey from pre-apprenticeship to recruitment, onboarding, and registration as an apprentice, to on-the-job training and other types of training, to the completion of apprenticeship hours, testing, and recognition as journey person. The requirements and recommendations in this Standard provide a roadmap that organizations can adopt and adapt to meet the needs of their organization, apprentices, and equity-deserving communities.

In Canada, apprenticeship and trade certification falls within provincial/territorial jurisdiction. While there are common occupational standards for trades (e.g., Red Seal Program) and interprovincial labour mobility agreements (e.g., Canada Free Trade Agreement), there are no federal regulations that govern apprenticeship training and trade certification. Certain aspects of apprenticeship such as compulsory or voluntary certification, hours of training, and ratios of apprentices to journeypersons can vary by trade and jurisdiction, and can include factors that can deter or enable access for equity-deserving groups into the skilled trades. Key factors that also affect access for equity-deserving groups into skilled trades and apprenticeships include the regulations and practices of unionized and non-union labour organizations in each province or territory. Training and apprenticeship systems in each jurisdiction can also vary.

Services to assist people entering the skilled trades can come from community-based organizations, unions, community colleges, or industry associations. Funding for pre-apprenticeship programs can come from federal, provincial/territorial, or municipal sources, and might be targeted to equity-deserving groups; however, there is not always a clear pathway to full-fledged apprenticeships for those who have completed the pre-apprenticeship programs.

This Standard applies to all phases and aspects of the learning path for apprentices in the skilled trades. This includes activities to raise awareness and promote the skilled trades, pre-apprenticeship programs, recruitment and sponsorship of apprentices, on-the-job training, training off-site, and progression through levels of apprenticeship to testing and certification verified by the designated apprenticeship authority.

Clause 4 establishes general EDIA principles, and EDIA strategies to be implemented by organizations to support equity-deserving groups in all phases of the apprenticeship journey. In the context of this Standard, “organization” refers to any organization providing employment, sponsorship, technical training, or outreach activities to apprentices. While the general principles are common to all, it is important to note there is no single path through apprenticeship, and not all phases apply to each apprentice or organization. The journey through apprenticeship can vary from person to person and from trade to trade, and can also depend on whether the sponsor is a contractor (i.e., employer) or a union, and whether the project is publicly or privately funded.