

# GREAT LAKES AREA BOILERMAKER APPRENTICE MONTHLY WORK REPORT

THIS REPORT MUST BE FILLED OUT BY THE APPRENTICE AT THE END OF EACH MONTH OR JOB, WHICHEVER COMES FIRST. FOR EVERY EMPLOYER THE APPRENTICE WORKED FOR IN THAT MONTH, IT WILL THEN BE TAKEN TO THE COMPANY REPRESENTATIVE TO BE GRADED AND SIGNED BY BOTH PARTIES. THE APPRENTICE WILL THEN SEND THIS GRADED REPORT TO THE AREA APPRENTICESHIP OFFICE WITHIN TEN DAYS OF THE END OF THE REPORT MONTH. IF THE APPRENTICE IS OUT OF WORK FOR AN ENTIRE MONTH, AN OUT-OF-WORK SLIP MUST BE SUBMITTED INSTEAD OF THIS REPORT.

PERIOD NO. \_\_\_\_\_ APPRENTICE NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ REPORT FOR MONTH OF \_\_\_\_\_ YEAR \_\_\_\_\_

HOME LOCAL NO. \_\_\_\_\_ JOB SITE LOCATION \_\_\_\_\_ JOB NAME \_\_\_\_\_ SOCIAL SECURITY NO. \_\_\_\_\_

Major Process	Work Performed	Hours Worked	Total
Maint. of Tools	Learning Names & Use..... Repair & Maintenance..... Tool Room & Inventory..... Other.....		
<b>Total Hrs. 100</b>			
Rigging & Bull Gang	Unloading & Handling..... Hoisting or Raising & Signaling..... Hooking, Hanging Blocks & Reaving..... Derricks, Cranes, any Power Hoist... Bull Gang & Other.....		
<b>Total Hrs. 1,000</b>			
General Erection	Boilers, all types..New & Repair..... Tanks & Vessels..... Fitup..... Bolting & Riveting..... Drilling, Tapping & Reaming..... Grinding, Chipping & Caulking.....		
<b>Total Hrs. 1,000</b>			
Tube Installation	Sticking & Lipping..... Aligning & Spacing..... Rolling..... Testing & Other.....		
<b>Total Hrs. 400</b>			
Blueprint & Layout	Field Prints & Layout..... Shop Prints & Layout..... Measuring & Marking..... Blueprint Reading.....		
<b>Total Hrs. 400</b>			
Welding & Burning	Arc Welding..... Heliarc Welding..... Gas Welding..... Arc Cutting & Gouging..... Oxy-Acetylene Burning..... X-Ray, Testing & Other.....		
<b>Total Hrs. 3,000</b>			
<b>Total Hrs. 100</b>	Nuclear Plant Construction.....		
<b>Monthly Total</b>			

Check Box for more Report Forms

**THIS SECTION MUST BE COMPLETED BY AN AUTHORIZED COMPANY REPRESENTATIVE / IMMEDIATE FOREMAN**

**Mail Completed Reports to: ATTENDANCE:**  
**Your Area Coordinator**     # of Days Job Operated>>  
 G.L.A.B.A.P Office           # of Days Present>>>>>>>>>>  
 5666 W. 95th Street        # of Days Absent.>>>>>>>>>>  
 Oak Lawn, IL. 60453       # of Days Late..>>>>>>>>>>>>

**Total Points**     Apprentice Rating System     Categories to be Rated  
 (36-40)             Excellent----(9-10)             Initiative >>>>>>>>>>>>>>  
 (28-35)             Good------(7-8)                Workmanship >>>>>>>>>>>>>  
 (20-27)             Average------(5-6)             Ability to Learn >>>>>>>>>>>>>  
 (12-19)             Fair------(3-4)                 Conduct on the Job >>>>>>>>>>>  
 (0-11)              Poor------(0-2)                 **TOTAL POINTS** \_\_\_\_\_

After rating the Apprentice in each of the categories, Total the points and compare to the Total Points Column for an Overall Apprentice Evaluation.

**SUPERVISORS: AN ACCURATE WRITTEN ASSESSMENT OF THE APPRENTICE IS VITAL FOR THEIR COMPLETE EVALUATION!**  
 Remarks:

SIGNATURES:

Apprentice \_\_\_\_\_ Date \_\_\_\_\_  
 Immediate Foreman / Supervisor \_\_\_\_\_ Date \_\_\_\_\_  
 Company \_\_\_\_\_ Date \_\_\_\_\_