

Employer / Occupation Appendix

Miami Dade College Apprenticeship Program - GNJ
(Sponsor)

In the occupation(s) of:

Occupation / Trade	Term of Training in Hours	NAICS Code	RAPIDS Code (4 digit trade #)	SOC Code
Customs Broker	2000-3000	488510	9999	13-1199.03

EMPLOYER NAME: ___ A CUSTOM BROKERAGE, INC. ___ Miami-Dade
ADDRESS: 1900 NW 97th Ave Doral, FL 33172 (COUNTY)
PHONE: 305-805-6797 FAX: 305-805-9798
EMAIL ADDRESS: Gabriel@acb-us.com

JURISDICTIONAL AREA

Miami-Dade
(Counties)

Time Based Program:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Competency Based Program:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Hybrid Program:	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

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Section V

RELATED INSTRUCTION

Apprentices employed under these standards shall be required to complete a minimum of 144 hours each year of supplemental instruction in technical subjects related to the occupation.

A related instruction outline for the occupation(s) will be defined by the sponsor and outlined as part of these standards on Page(s) 5-10. 6A-23.004(2) (d) FAC

Related Instruction Delivery Method (select all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Sponsor's Classroom | <input type="checkbox"/> Employer's Facility |
| <input type="checkbox"/> Career and Technical Education Classroom | <input checked="" type="checkbox"/> State/Community College Classroom |
| <input checked="" type="checkbox"/> Correspondence Course | <input type="checkbox"/> Other (i.e. Electronic Media, etc) |

Related Instruction Provider Type (select all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Sponsor | <input type="checkbox"/> Post-Secondary Technical School |
| <input type="checkbox"/> Career and Technical Education School | <input checked="" type="checkbox"/> State/Community College |
| <input checked="" type="checkbox"/> Correspondence Course | <input checked="" type="checkbox"/> Web Based |
| <input type="checkbox"/> Other (specify) _____ | |

Related Instruction hours are provided (mark only one):

- | | | |
|--|---|---|
| <input type="checkbox"/> During Work Hours | <input checked="" type="checkbox"/> During Non-Work Hours | <input type="checkbox"/> During Work & Non-Work Hours |
|--|---|---|

Are Wages Paid to the Apprentice During Related Technical Instruction? ☐ Yes ☒ No

Address where related instruction classes occur:

<u>Miami Dade College</u>			
<small>(Name of School/Site)</small>			
<u>2460 NE 66th Avenue, Bldg. 701</u>	<u>Miami</u>	<u>FL</u>	<u>33122</u>
<small>(Address)</small>	<small>(City)</small>	<small>(St)</small>	<small>(Zip)</small>

Section VI**TERM OF APPRENTICESHIP**

The term of apprenticeship shall be 2000 - 3000 hours, approximately 12 - 18 months, of continuous on the job employment (including the probationary period). Hours for related instruction are excluded from those in OJT.

Section VII**APPRENTICE WAGE SCHEDULE****Apprentice Wage Schedule and Journeyworker Average Wage Rate**Occupation Customs Broker

Period of Training	Percent of Journeyworker's Rate	Apprentice's Hourly Rate
1st 1,000 Hours of Training	83.33%	\$15.00
2 nd 1,000-1300 Hours of Training	91.67%	\$16.50

Journeyworker Hourly Wage Rate \$ 18.00 , as of 1 / 4 / 2019 , work week is 40 hours.

Section IX**RATIO OF APPRENTICES Variance letter on file**

The ratio of apprentices to journeyworkers, consistent with proper supervision, training, safety, and continuity of employment, shall be three (3) apprentices for every one (1) journeyworker. It shall be the responsibility of the apprenticeship committee/sponsor to ensure that the allowable ratio of apprentices to journeyworkers is consistently maintained at all times in the program by the participating employer. Section 6A-23.004(2)(g) FAC

Section X**PROBATIONARY PERIOD**

Apprentices employed under these standards shall be subject to a probationary period during the first _____ **90 days - 720 (HOURS)** of the apprenticeship program, which cannot exceed twenty-five percent of the length of the program or one (1) year, whichever is shorter.

6A-23.004(2) (h, s) FAC

Section XII

QUALIFICATIONS AND SELECTION PROCEDURES

A. Age (Required)

Minimum qualifications required by the sponsor for persons entering the apprenticeship program, with an eligible starting age not less than 18 years.

B. Education

A high school diploma, General Educational Development (GED) equivalency or other high school equivalency credential is required. Applicant must provide an official transcript(s) for high school and any post-high school education. Applicant must submit the GED certificate or other high school equivalency credential if applicable.

C. Physical (Required)

Applicants will be physically capable of performing the essential functions of the apprenticeship program and worksite, with or without a reasonable accommodation, and without posing a direct threat to the health and safety of the individual or others.

D. Applicants must be able to read, write, and speak the English language in order to comprehend instructions on the job and in related training classes, and to ensure personal and co-worker safety on the job.

6A-23.004(j) FAC

Selection from a pool of current employees

A sponsor may select apprentices from an eligibility pool of the workers it already employs as long as the requirements of 29 CFR § 30.5(b)(3) are met. The sponsor may select apprentices in the manner prescribed by a collective bargaining agreement, if one exists, or by the sponsor's established promotion policy. 29 CFR § 30.5(b)(3)

A CUSTOM BROKERAGE, INC.

(Name of Employer/Organization/Sub-Committee)

Miami-Dade

(City)

Florida

(State)

b) Under utilization Factors:

1.	Total number of employers:	<u>1</u>
2.	Total of employers workforce in the trade:	<u>53</u>
3.	Total journeyworkers employed by the employers in the occupation:	<u>10</u>
4.	Total female journeyworkers employed by the employers in the craft:	<u>4</u>
5.	Total minorities journeyworkers employed by the employers in the craft:	<u>10</u>
6.	Total youth journeyworkers age 16-22 employed by the employers in the craft:	<u>1</u>
7.	Total apprentices:	<u>0</u>
8.	Total female apprentices:	<u>0</u>
9.	Total minorities apprentices:	<u>0</u>
10.	Under-utilization of females:	<u>0</u>
11.	Under-utilization of minorities:	<u>0</u>

c) Goals and Timetables (all future accessions at each interval):

1.	Percentage of all future accessions to be females:	<u>23.89%</u>
2.	Percentage of all future accessions to be minorities:	<u>0 %</u>

Section XXVII WORK PROCESS OUTLINE**Section XXVIII RELATED INSTRUCTION OUTLINE**Occupation: **Customs Broker**Occ. Code: **9999**

Course		RTI Hours	OJT Hours
O-NET-SOC Codes 13-1199.03- Model, Std Length: Hybrid Based -2000-3000 Hours Abbreviations: RTI = Related Technical instruction may be delivered via multiple methods (computer based, on-line, classroom, etc.) and different timeframes (front loaded, sequential, etc.).			
	Introduction to Transportation and Logistics	RTI	OJT Hours
1.000	Comprehend the various functions of the transportation/logistics industry		
1.0001	Defining the modes of transportation and their historic relationships	✓	✓
1.0002	Describing current issues in transportation including increased regulation and security issues	✓	✓
1.0003	Explaining the political, economic, and social trends that impact the transportation and logistics industry.	✓	
2.000	Demonstrate an understanding of the strategic impact of transportation on the economy.		
1.2001	Identify the relationship between domestic transportation and the economy	✓	✓
1.2002	Explain the relationship of international logistics with transportation modes, international terms of sale, free trade agreements, and security and insurance issues	✓	✓
1.2003	Identify the regulatory procedures and policies that impact transportation and how these impact the economy	✓	✓
1.2004	Explain import/export process	✓	✓
3.000	Describe the technology shaping transportation and logistics		
1.3001	Explaining logistics technology as it relates to computer basics, automatic identification, and software solutions	✓	✓
4.0000	Demonstrate an understanding of the financial issues shaping transportation and logistics		
1.4001	Identify the procurement function	✓	
1.4002	Identify the functions of warehouse and inventory management	✓	
1.4003	Explain supply chain management	✓	
1.4004	Describe how transportation options and logistics drive delivery costs and pricing	✓	

5.0000	Identify the customer service issues for transportation and logistics		
1.5001	Describe customer service for transportation and logistics industries	✓	✓
1.5002	Identify how delivery methods impact customer need for reliable service and reasonable prices	✓	✓
6.0000	Discuss future transportation and logistics trends		
1.6001	Explain outsourcing and how this impacts these industries describing domestic and global security issues and possible technological solutions	✓	
	Introduction to Supply Chain Management		
7.0000	Demonstrate an understanding of supply planning		
1.7001	Explaining and summarizing basic Customer Relationship Management (CRM) concepts and its applications to business success.	✓	
1.7002	Analyzing the concept of order cycle time by preparing mock schedules that correspond to inventory cycle models.	✓	
1.7003	Identifying the importance of logistic performance on customer service in generating revenue through written case analyses and company reviews.	✓	
8.0000	Demonstrate knowledge of supply chain management		
1.8001	Explained interpreting what the supply chain management process entails.	✓	✓
1.8002	Illustrate the relationship between a business and the scope of the domestic and global transportation systems by creating models through the use of simulation software.	✓	
1.8003	Describe various services in the transportation industry and how these services are coordinated to get products to the consumer in a timely fashion.	✓	✓
9.0000	Describe and discuss the use of information technology applications in the supply chain management process		
1.9001	Analyze the various types of business software application tools and selecting the appropriate tool for use in the supply chain process.	✓	✓
1.9002	Utilize various internet services and sources to understand the economic impact of the supply chain to various businesses.	✓	
1.9003	Analyze data from various sources and using software to create reports that inform businesses of various supply chain processes.	✓	✓
	Operations Management for Transportation		
10	Identify public policy issues and political factors in the transportation regulatory industry		
1.1001	Identify the regulatory agencies involved in the transportation regulatory environment	✓	✓
1.1002	Identify current topics under discussion in the transportation regulatory environment	✓	✓

1.1003	Identify the political bodies and individuals involved in the transportation regulatory environment	✓	✓
1.1004	Explain the role of government in regulating safety, operations, and interstate commerce	✓	✓
11.0000	Demonstrate knowledge of the transportation regulatory environment as it relates to jurisdiction and violations		
1.1101	Identify permits needed for a given project	✓	✓
1.1102	Identify regulatory requirements	✓	✓
1.1103	Identify consequences of violations of regulatory requirements	✓	
1.1104	Identify which agencies have regulatory authority over a given project	✓	
12.0000	Demonstrate skill in regulatory research		
1.1201	Identify the basic components of a contract	✓	✓
1.1202	Identify the difference between "void" and "voidable" contracts	✓	
1.1203	Identify the legal responsibilities to adhere to the terms of a contract	✓	✓
13.0000	Demonstrate knowledge of international laws that relate to international transportation		
1.1301	Identify basic documentation needed for operating in an international environment	✓	✓
1.1302	Identify areas of international law that relate to the shipment of goods	✓	✓
1.1303	Identify country-specific rules relating to the movement of hazardous materials and perishables	✓	✓
	Intermodal Transportation Operations and Project Management		
14.0000	Identify characteristics and benefits of intermodal transportation		
1.1401	Compare various shipping options	✓	✓
1.1402	Analyze types of goods and products and the impact on logistics	✓	✓
1.1403	Identify the characteristics of a full-service transportation organization	✓	✓
1.1404	Demonstrate knowledge of mode-specific logistics	✓	✓
1.1405	Demonstrate knowledge of contemporary issues in intermodal transportation	✓	✓
1.1406	Demonstrate knowledge of International Commercial (INCO) terms	✓	✓
1.1407	Demonstrate knowledge of geography	✓	✓
1.1408	Demonstrate knowledge of how goods move through freight forwarder and customs broker	✓	✓
1.1409	Demonstrate knowledge of warehousing	✓	✓
1.1410	Demonstrate knowledge of packaging and labeling requirements	✓	✓
1.1411	Demonstrate knowledge of the advantages and disadvantages of combining given modes of transportation (air/sea/land)	✓	✓
15.0000	Demonstrate knowledge of performance and quality measurements in a transportation system		

1.1501	Develop/track performance measures	✓	✓
1.1502	Analyze system performance	✓	✓
1.1503	Develop process maps	✓	
1.1504	Develop contingency plans	✓	✓
1.1505	Demonstrate knowledge of process analysis	✓	
1.1506	Identify various quality initiatives (ISO, Six Sigma, etc.)	✓	
16.0000	Demonstrate knowledge and skill in project management		
1.1601	Utilize project management software	✓	
1.1602	Identify planning/scheduling techniques such as Program Evaluation and Review Technique (PERT) and Critical Path Method	✓	
1.1603	Develop a project management plan	✓	
1.1604	Coordinate a project	✓	✓
17.0000	Demonstrate knowledge of the logistical and supply chain system as it relates to cost, time, and safety of goods		
1.1701	Identify the quickest method of shipping different types of goods	✓	✓
1.1702	Identify the safest method of shipping different types of goods	✓	✓
1.1703	Identify the least expensive method of shipping different types of goods	✓	✓
1.1704	Identify the various intermodal systems available for a given supply chain or shipping method	✓	✓
18.0000	Demonstrate the ability to conduct operations analysis within a given single mode or intermodal transportation system		
1.1801	Identify methods of analyzing system performance	✓	✓
1.1802	Track on-time performance measures of a given system	✓	✓
1.1803	Identify the modern technological tools available for systems analysis	✓	
	Introduction to Port Freight Operations		
19.0000	Demonstrate knowledge of the different components of Port freight operations		
1.1901	Explain the different types of ports including seaports, waterway ports and inland ports.	✓	✓
1.1902	Explain the types of organizational structures.	✓	
1.1903	Describe the terminology and acronyms used in port operations.	✓	✓
20.0000	Demonstrate knowledge of regulatory agencies responsible for port operations		
2.2001	Identify all the regulatory agencies involved in port freight operations.	✓	✓
2.0002	Define the various terms used in port cargo operations.	✓	✓
2.0003	Identify the types of hazardous materials transported and rules governing this type of shipment.	✓	✓
2.0004	Describe processes for perishable good	✓	✓

21.0000	Demonstrate knowledge of transportation documentation (domestic, international, and customs)		
2.1001	Identify basic documents used in freight forwarding and customs brokering.	✓	✓
2.1002	Prepare an airway bill.	✓	
2.1003	Demonstrate knowledge of letters of credit.	✓	
2.1004	Identify components of a bill of lading.	✓	
	International Logistics And Transportation		
22.0000	Critique systems of international logistics and transportation		
2.2001	Evaluate requirements for materials management, storage, inventory, distribution and documentation.	✓	
2.2002	Contrast the elements of an intermodal freight transportation system.	✓	
2.2003	Evaluate strategies to compete in a global economy including outsourcing, offshoring and international marketing.	✓	
23.0000	Evaluate service requirements in international trade		
2.3001	Examine cultural influences.	✓	
2.3002	Evaluate ethical practices.	✓	
2.3003	Contrast means of information flow.	✓	
24.0000	Evaluate service requirements in international trade		
2.4001	Demonstrate understanding of Incoterms.	✓	
2.4002	Apply international weights and measures.	✓	
2.4003	Apply currency exchange methods.	✓	
2.4004	Illustrate roles of regulatory agencies.	✓	
	Identify risks and safety and security measures in transportation and logistics		
25.0000	Apprentice will be able to:		
2.5001	Demonstrate knowledge of OSHA and all agencies involved in the movement of goods including Customs and Border protection, Transportation, and Security Administration, U.S, Department of Agriculture		✓
	Demonstrate the ability to use technology as it relates to transportation and logistics		
26.0000	Apprentice will be able to:		
2.6001	Demonstrate the ability to use a spreadsheet, word processing, and presentation software		✓
2.6002	Demonstrate the ability to use scheduling/planning software		✓
2.6003	Identify the electronic systems used in a modern transportation system		✓
2.6004	Utilize Internet resources		✓
2.6005	Demonstrate ability to use logistics software for bookings, shipments, consolidations, and shipment verifications		✓

	Demonstrate knowledge of geography, culture, customs, and language in international trade		
26.0000	Apprentice will be able to:		
2.6001	Demonstrate an understanding of world geography		✓
2.6002	Demonstrate knowledge of various cultural customs as it related to conducting business		✓
2.6003	Abstain from the use of idioms when dealing with foreign customers and colleagues		✓
2.6004	Demonstrate knowledge of time and date difference in international trade		✓
2.6005	Identify customer service techniques that account for cultural difference when working with international clients		✓
	Demonstrate knowledge of Professional Development and Networking		
27.0000	Apprentice will be able to:		
2.7001	Create professional network		✓
2.7002	Read industry journals		✓
2.7003	Join appropriate professional organizations		✓
2.7004	Attend industry/trade shows		✓
		Total RTI 288 Approximate OJT 2000 - 3000	

Section XXIX PARTICIPATING EMPLOYERS LIST

A CUSTOM BROKERAGE, INC.	

OFFICIAL ADOPTION OF APPRENTICESHIP STANDARDS APPENDIX

_____A CUSTOM BROKERAGE, INC._____
(Employer/Organization/Sub-Committee)

hereby adopts this Appendix on this _____ day of (_____ / 20 ____).

Sponsor(s) may designate the appropriate person(s) to sign the standards on their behalf.

Signature of Sponsor (*designee*)

Vice Provost, Miami Dade College
Title/Affiliation

John Wensveen, Ph.D.
Printed Name

Signature of Employer (*designee*)

President, A CUSTOM BROKERAGE, INC.
Title/Affiliation

Gabriel D. Rodriguez
Printed Name

REVIEWED BY:

Name (Randy Holmes)
Apprenticeship & Training Representative

Date

REVIEWED

APPROVED

REGISTERED

FLORIDA DEPARTMENT OF EDUCATION
DIVISION OF CAREER AND ADULT EDUCATION - APPRENTICESHIP

Authorized Official - Registration Agency

Date