

DATES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL
A. Equipment hours																																
B. Equipment hours																																
C. Equipment hours																																
D. Equipment hours																																
E. Equipment hours																																

Last Name		First Name	
Month	Year		

Employer Rating				
A	B	C	D	F

Total Hours Worked	
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Employer Name	
Apprentice Signature	Employer Signature

• MARK YOUR HOURS IN THE CATEGORY OF THE EQUIPMENT YOU WORKED ON

**GRADING & PAVING OPERATOR BRANCH**

**Category A:** Track-type Equipment such as but not limited to dozers, crawler loaders, track type backhoe, pavement grinders, all types of paving machines, including CTB machines

**Category B:** Rubber tired type equipment such as but not limited to scraper, rubber tired loaders, rubber tired backhoes, rubber tired roller, off road trucks, punch truck, sweeper. All compaction equipment, steel wheeled roller, asphalt roller, other type of compactors

**Category C:** Hoisting type equipment such as but not limited to cranes, (both crawler mounted and rubber-tire mounted), hydraulic crane, derricks, hoist, piledriving rigs, tower cranes, forklifts or similar equipment

**Category D:** Stationary type equipment such as but not limited to air compressors, electric generating plants, all forms of drilling and boring equipment, crusher operations, concrete pump, concrete batch plant, hot plants, lubrication, grade checking

**Total Hours – 6,000**

**INSTRUCTIONS FOR DAILY WORK RECORD CARD FOR APPRENTICES**

- Days of the month
- Equipment hours (hours spent on equipment) correspond to categories(A, B, C. . . ) in the enclosed branch of training
- Total for each category in the far right column
- Total hours worked this month in the lower right box
- Employer signature and rating (card will be returned without these)
- Complete the personal information (full name and signature)
- The month and year for which you are reporting hours
- Name of the company for which you worked this month
- A time card is required every month – even if you do not work, mark a -0- , sign and send it in to the JAC**

**On the last working day of each month, your daily work card must be signed, graded, and mailed to the “N NV Operating Engineers JAC, P.O. Box 20962, Reno, NV 89515”. This card must be received by the eighth (8<sup>th</sup>) of each month or you will start accruing penalties for each day the card is late.**