SUBSIDIARY LEGISLATION 594.19

EXTENDED SKILL TRAINING REGULATIONS

1st October, 1997

LEGAL NOTICE 73 of 1998, as amended by Legal Notices 180 of 1999, 5 of 2000, 238 of 2001, 108 and 274 of 2003, 367 of 2004, 214 of 2005 and 424 of 2007; Acts XXVII of 2016 and XXIX of 2019.

Citation and commencement.

1. (1) The title of these Regulations is the Extended Skill Training Regulations.

(2) These regulations shall be deemed to have come into force and shall apply in respect of persons who have entered into an agreement of apprenticeship in any of the trades set out in the Schedule as from the scholastic year 1997/1998.

Interpretation. *Amended by: XXVII. 2016.6.*

2. In these regulations, unless the context otherwise requires:

"Chief Executive" means the chief executive of Jobsplus, and includes any officer of the Corporation duly authorised by the said Chief Executive to act on his behalf;

"Corporation" means Jobsplus established by article 5 of the Employment and Training Services Act; Cap. 594.

"Director General, Education" means the Director General responsible for education and includes any officer of the Department of Education duly authorised by the said Director General to act on his behalf;

"public holidays" means the days declared for the time being to be public holidays under the National Holidays and other Public Holidays Act; Cap. 252.

"trade school" means a school in terms of the Education Act, where one or more trades as approved by the Minister responsible for education are taught during the day and on a full-time basis; Cap. 605.

"training phase" means the period of training spent by an apprentice in a training centre or at an establishment approved for the purpose by the Corporation.

Entry requirements. *Amended by: L.N. 238 of 2001.*

3. (*a*) An applicant wishing to follow an apprenticeship in one of the courses listed in items 1, 2 and 3 of the Schedule should have completed either:

(i) two consecutive school years at a trade school following the Technology Education Course, and passed the set assessments/examinations; or

(ii) the fifth year of Secondary Level Education and passed the set assessments/examinations; or

(iii) four consecutive school year course at a trade school, and passed with Distinction or Credit the final examination;

or is in possession of one of the following City and Guilds Certificates:

(i) General Course in Engineering (not less than three components);

(ii) Electronic Servicing Part I;

(iii) Electtical Installation Part I.

(*b*) An applicant wishing to follow an apprenticeship in agricultural trades should have completed a two year basic course at the Danny Cremona School of Agriculture, Qormi, or the Kelinu Galea School of Agriculture and Building, Xewkija, Gozo, and passed the set assessments/examinations.

(*c*) An applicant wishing to follow an apprenticeship in building trades should have completed a two year basic course at Gerolamo Cassar School of Building, Floriana, or the Kelinu Galea School of Agriculture and Building, Xewkija, Gozo, and passed the set assessments/examinations, or should have completed the fifth year of Secondary Level Education.

(*d*) An applicant wishing to follow an apprenticeship in a handicraft trade should have completed a two year basic course at the Salvatore Dimech School of Craftsman, Mosta, and passed the set assessments/ examinations, or should have completed the fifth year of Secondary Level Education and is in possession of S.E.C. in Art or Graphical Communication.

(*e*) An applicant wishing to follow an apprenticeship in a catering and other hospitality trade should either have completed the fifth year of Secondary Level Education and is in possession of S E C. in Home Economics, or have completed a two consecutive year Technology Education Course (B), and passed the set assessments/ examinations.

(*f*) An applicant wishing to follow an apprenticeship in tailoring should either have completed the fifth year of Second Level Education and is in possession of S.E.C. in Needlecraft, or have completed a two consecutive year Technology Education Course (B), and passed the set assessments/examinations.

(*g*) An applicant wishing to follow an apprenticeship in hairdressing or printing should have completed the fifth year of Secondary Level Education, and is in possession of a good School Leaving Certificate.

(*h*) Applications from students who have already followed an apprenticeship scheme shall not be accepted.

(*i*) Applicants may be required to sit for a test and/or an interview to determine their level of proficiency prior to being accepted to join the Scheme.

(*j*) No person may enter into an agreement of apprenticeship in any of the callings mentioned in this Scheme unless he has been exempted by the Director General, Education from the requirements mentioned

in paragraphs (*a*) to (*i*).

Period of apprenticeship.

4. (1) The period of apprenticeship shall not be less than two years and more than four years.

(2) In the case of apprentices wishing to follow an apprenticeship in the Mechanical, Electrical, Woodworking or Handicraft trade, they will be required to attend a one year broad-banded programme.

Undertaking by the employer.

5. An employer engaging an apprentice under this scheme shall undertake to instruct him and grant him facilities to be instructed in accordance with such schedules of work as the Director General, Education or the Chief Executive may from time to time establish in connection with any particular trade.

Apprenticeship years.

6. During the apprenticeship all apprentices shall be required to attend an Educational Establishment approved by the Director General, Education for the acquisition of theoretical knowledge on such days or for such periods as the Director General, Education and the Chief Executive of the Corporation may determine, and the employer shall release the apprentice for such attendance.

Training in the calling.

7. The employer shall provide the apprentice with training in accordance with the calling for which the apprentice has been engaged. The Chief Executive of the Corporation or the Director General, Education may require the employer to furnish reports of the apprentice's progress from time to time and may require the apprentice to be submitted to such tests as may be necessary to ascertain that he has achieved adequate progress.

Hours of work.
Amended by:
L.N. 367 of 2004.
Cap. 452.

8. The hours of work of apprentices shall not exceed the ordinary hours applicable to the employer's establishment in accordance with the provisions of the Employment and Industrial Relations Act:

Provided that an employer may engage an apprentice on overtime with the prior approval in writing of the Chief Executive who may, in granting such approval, impose such conditions as he may deem fit. The rates of remuneration for overtime work shall be those specified in the wage regulation order applicable to the establishment:

Provided that the provisions of this regulation shall be subject to the provisions of the Young Persons (Employment) Regulations, in the case of apprentices between fifteen and eighteen years of age.

S.L. 452.92

Maintenance grants and wages.
Substituted by:
L.N. 180 of 1999.
Amended by:
L.N. 5 of 2000;
L.N. 108 of 2003;
L.N. 424 of 2007.

9. (1) An apprentice under this Scheme shall be entitled to a maintenance grant and a wage as follows:

(*a*) during the first year of the apprenticeship -

(i) a grant of €326.11 paid on a once-only basis to cover expenses related to the purchase of educational equipment,

(ii) a fixed maintenance grant of €93.17 per month made available during the academic year, and

(iii) a €232.94 per month, outside the academic year payable to apprentices participating in on-the-

job training with an employer's establishment, approved by the Corporation;

(*b*) during the second year of the apprenticeship -

(i) apprentices attending full-time at the educational establishment shall be eligible to (*a*)(ii) and (iii) above; while

(ii) apprentices attending part-time at the educational establishment shall be eligible for the following -

a maintenance grant of €93.17 per month for twelve months paid by the Government, and

a wage of €2,492.43 per annum paid by the employer;

(*c*) during the third year of the apprenticeship -

(i) a maintenance grant of €93.17 per month for twelve months paid by the Government, and

(ii) a wage of €2,608.90 per annum paid by the employer;

(*d*) during the fourth year of the apprenticeship -

a wage of €3,843.47 per annum paid by the employer.

(2) The wage payable by the employer shall be paid at regular intervals according to the practice of the establishment.

(3) From the year of the apprenticeship that apprentices become eligible to initiate their on-the-job training, apprentices will be entitled to half the annual statutory bonus payable in accordance with article 23 of the Employment and Industrial Relations Act. The bonus is payable by the employer.

Cap. 452.

(4) Regulations 11, 12, 13 and 14 shall apply from the year of the apprenticeship that the apprentice shall become eligible to initiate the on-the-job training.

(5) Maintenance grants are paid to apprentices who -

(*a*) are Maltese citizens and with at least one parent being a Maltese citizen,

(*b*) have resided in Malta for a period of not less than five years from the date of commencement of the apprenticeship.

(6) (*a*) First year apprentices who are eligible to start their on-the-job training during the second year, shall not be entitled to the maintenance grant during the period outside the academic year, unless they attend for practical training at an establishment approved by the Corporation.

(*b*) The same principle as above applies to those second year apprentices who are eligible to start their on-the-job training during their third year of apprenticeship.

(7) Apprentices who absent themselves from the theoretical

tuition at school shall have their maintenance grant deducted accordingly.

(8) Apprentices who absent themselves from practical training shall have their wage deducted by their employer accordingly.

(9) Apprentices who are required to repeat a year of the apprenticeship, shall not be entitled to the maintenance grant during the year that they repeat. However, they will be entitled to the wage issued by the employer provided they attend for practical training.

Holidays. *Substituted by: L.N. 108 of 2003.*

10. Apprentices shall be entitled to national holidays with full pay and to all public holidays with full pay and to such working days vacation leave calculated as follows:

two days of vacation leave for every twenty days attendance at the employer's establishment, accumulated as on-the-job training;

the employer shall not grant such days of vacation leave on any day during which the apprentice is required to attend an educational establishment in accordance with the provisions of regulation 6.

Sick leave.

11. An apprentice shall be entitled to fifteen working days sick leave on full pay and to a further fifteen working days on half pay in every calendar year less any sickness benefit to which he may be entitled under the Social Security Act, so however that a medical certificate certifying incapacity for work covering the period of absence is produced to the employer, who may require his medical practitioner to examine the apprentice.

Cap. 318.

Bereavement leave.

12. An apprentice shall be allowed two days paid leave on the occasion of the death of any of the following: the wife, husband, mother, father (or the person who at the time was in fact acting as mother or father, as the case may be), son, daughter, brother or sister of the apprentice.

Marriage leave.

13. Apprentices shall be allowed three working days paid leave on the occasion of their marriage.

Injury leave.

14. An apprentice shall be entitled to one year injury leave on full pay less the full amount of any injury benefit to which the apprentice may be entitled under the Social Security Act, if he is injured during the actual discharge of his duties at a work place and the injury is not due to any contributory negligence or to any contravention of safety rules laid down by management.

Cap. 318.

Termination of apprenticeship.

15. (1) Apprentices shall follow such study courses and sit for such examinations as laid down in the course schedule.

(2) Apprentices who fail one of either the annual examinations or the annual practical tests for two consecutive years shall have their apprenticeship terminated.

Amended by:
L.N. 274 of 2003;
L.N. 214 of 2005.

SCHEDULE

(Regulation 3)

1. Mechanical Engineering and Allied Trades

   Mechanical Fitter, Plant Maintenance Fitter, Plumber, Vehicle Body Repairer (including spray finishing), Motor Vehicle Mechanic, Motor Vehicle Electrician, Welder/ Burner, Sheetmetal Worker

2. Woodworking Trades

   Woodworker (including spray finishing and upholstery)

3. Electrical Engineering Trades

   Electrical Maintenance Fitter, Electrical Installer, Electronic Servicing Fitter, Power Cable Jointer, Linesman

4. Handicraft

   Ceramist, Jeweller, Woodcarver, Stonecarver, Metalcraftsman, Graphic Designer, Stained Glass Manufacturer

5. Agricultural Trades

   Horticulturist, Stockman

6. Building Trades

   Stone Mason, Stone Dresser, Wall Builder, Tile Layer, Plasterer

7. Printing Trades

   Pre-Press Printer, Offset Printer, Letterpress Printer, Print Finisher

8. Personal Services Trades

   Hairdresser

9. Hospitality Trades

   Assistant Cook/Kitchen Porter, Assistant Waiter, Room Attendant, House Porter/Telephone Operator, Assistant Store Keeper

10. Tailoring Trade

    Tailor.

11. Basic Heritage Skills Craftsman

12. Motor Vehicle Mechanic (Marine)

13. Motor Vehicle Mechanic (Electrical)

14. Stained Glass Craftsman

15. Beauty Therapist