

**Baker**

**TRANSITION PLAN V.1**

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## Abbreviations

<b>CCDA</b>	Canadian Council of Directors of Apprenticeship
<b>CL</b>	Current Level
<b>ER</b>	Employer sponsor
<b>HL</b>	Harmonized Level
<b>IPSE</b>	Interprovincial Red Seal Exam
<b>NOA</b>	Red Seal National Occupational Analysis
<b>OPSN</b>	Official Program Standards Notice
<b>PAC</b>	Program Advisory Committee
<b>RFC</b>	Recommendation for Certification
<b>RSOS</b>	Red Seal Occupational Standard; replaces NOA
<b>SLE</b>	Standardized Level Exam
<b>TP</b>	Training provider
<b>TT</b>	Technical training
<b>TW</b>	Trade worker
<b>WBT</b>	Work-based training

## Harmonization Overview

The Canadian Council of Directors of Apprenticeship (CCDA) is responsible for the Red Seal Program, which develops common interprovincial standards and examinations. British Columbia is an active participant in this initiative.

The goal is to substantively align apprenticeship systems across Canada by making apprenticeship training requirements more consistent in the Red Seal trades.

**Harmonization Priorities**

1. Use of Red Seal **trade name**
2. Consistent **total training hours** (in-school and on-the-job)
3. Same number of **training levels**
4. Consistent **sequencing** of training content, including use of most recent Red Seal Occupational Standard (RSOS).

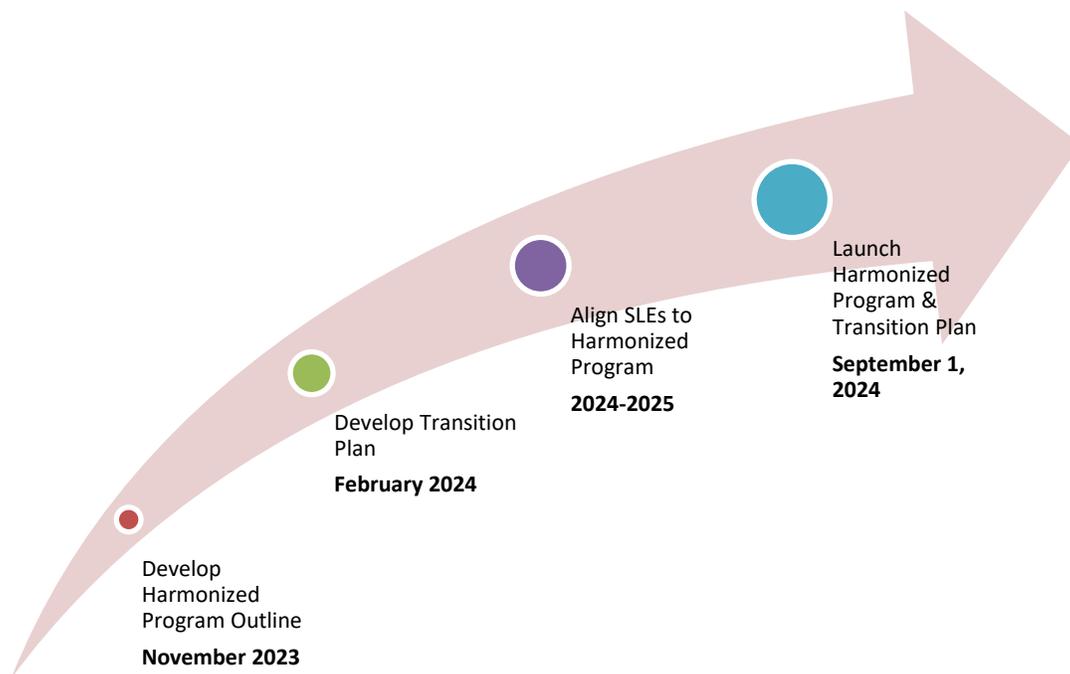
What's changing for <b>TRADE</b>	Changing in BC?	What will it be?
<b>TRADE NAME</b>	NO	<b>Baker</b>
<b>NUMBER OF TRAINING LEVELS</b>	NO	<b>3</b>
<b>TOTAL HOURS</b> technical + work-based training	<b>YES</b>	<b>5,040 hours</b> Decrease of 360 WBT hours
<b>TRAINING SEQUENCE</b> order of subjects taught	<b>YES</b>	<b>Some changes to sequence</b>

## Transition Planning Process

The re-sequencing of training topics in the Baker program through the Harmonization Initiative has resulted in minor changes to the sequencing of technical training.

SkilledTradesBC’s Program Standards Team consulted with the post-secondary training providers that delivers the Baker program and considered the input of our internal and external partners. SkilledTradesBC and its partners evaluated several transition options and the transition plan outlined in this document was identified as the best option. We have also ensured that there are pathways for all current apprentices to complete their apprenticeship.

## Program Development and Transition Planning



## Training Providers (3)

Vancouver Community College (VCC)

Okanagan College (OKC)

Vancouver Island University (VIU)

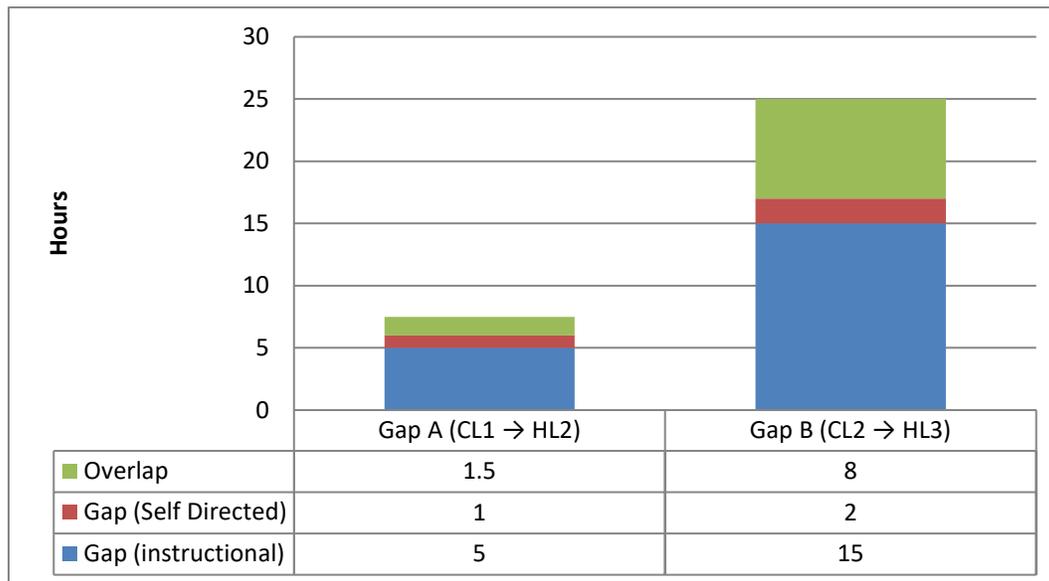
## Apprentice Numbers in Current Program

Program	Status	OTT	CL1	CL2	CL3	Total
<b>Baker</b>	Active	67	66	30	13	<b>176</b>
	Inactive	181	115	59	50	<b>405</b>
	<b>Total</b>	<b>248</b>	<b>181</b>	<b>89</b>	<b>63</b>	<b>581</b>

**Notes on apprentice numbers:**

1. Numbers are as of February 1, 2024.
2. **OTT:** Apprentices who are registered in SkilledTradesBC Portal but haven't completed any technical training.
3. **Active:** Apprentices for whom activity has been logged in SkilledTradesBC Portal within the last 18 months.
4. **Inactive:** Apprentices for whom **no** activity has been logged in SkilledTradesBC Portal within the last 18 months.

## The Gaps



### WHAT ARE GAPS AND OVERLAPS?

A **Gap** is an estimate of the hours of technical training content that **an apprentice will be missing if they transition** from the current program to the Harmonized program (CL→HL) at a specific level. A current apprentice who is unable to finish their training in the current program will be transitioned to the Harmonized program at designated levels, i.e. **not** at levels that are dual streamed. A current apprentice will only transition to the Harmonized program once and so will only face a gap in their training at that one point.

**Gap A (CL1→HL2)** is the technical training content that an apprentice who has completed Current Level 1 will be missing if they transition into Harmonized Level 2.

**Gap B (CL2→HL3)** is the technical training content that an apprentice who has completed Current Levels 1 and 2 will be missing if they transition into Harmonized Level 3.

**An Overlap** is an estimate of the hours of technical training content that an apprentice will be repeating if they transition from the current program to the Harmonized program (CL→HL) at a specific level.

See *Appendix A: Details of Gaps* for a list of competencies, content and achievement criteria that current apprentices will be missing (or repeating) if they transition to the harmonized program.

### WHAT ARE INSTRUCTIONAL HOURS AND SELF-DIRECTED LEARNING HOURS?

**Instructional Hours** is the missing content that requires instructional time to address. It is critical to the apprentice’s success and is unlikely to be learnt without intervention.

## Baker Transition Plan

**Self-Directed Learning Hours** is missing content that an apprentice will likely learn in the context of other tasks or levels in technical training, on the job, or through self-study. It is not considered critical to the apprentice's success.

### CAN APPRENTICES WHO ARE IN THE HARMONIZED PROGRAM TRANSITION INTO THE CURRENT PROGRAM?

This is **not** advisable.

**Gaps for reverse transition**, i.e. when an apprentice transitions from the Harmonized program to the current program (**HL→CL**) will contain different technical training content than normal transition. Reverse transition often results in gaps that are larger than normal transition. **It is never recommended to allow an apprentice to reverse transition.**

## Transition Plan Summary

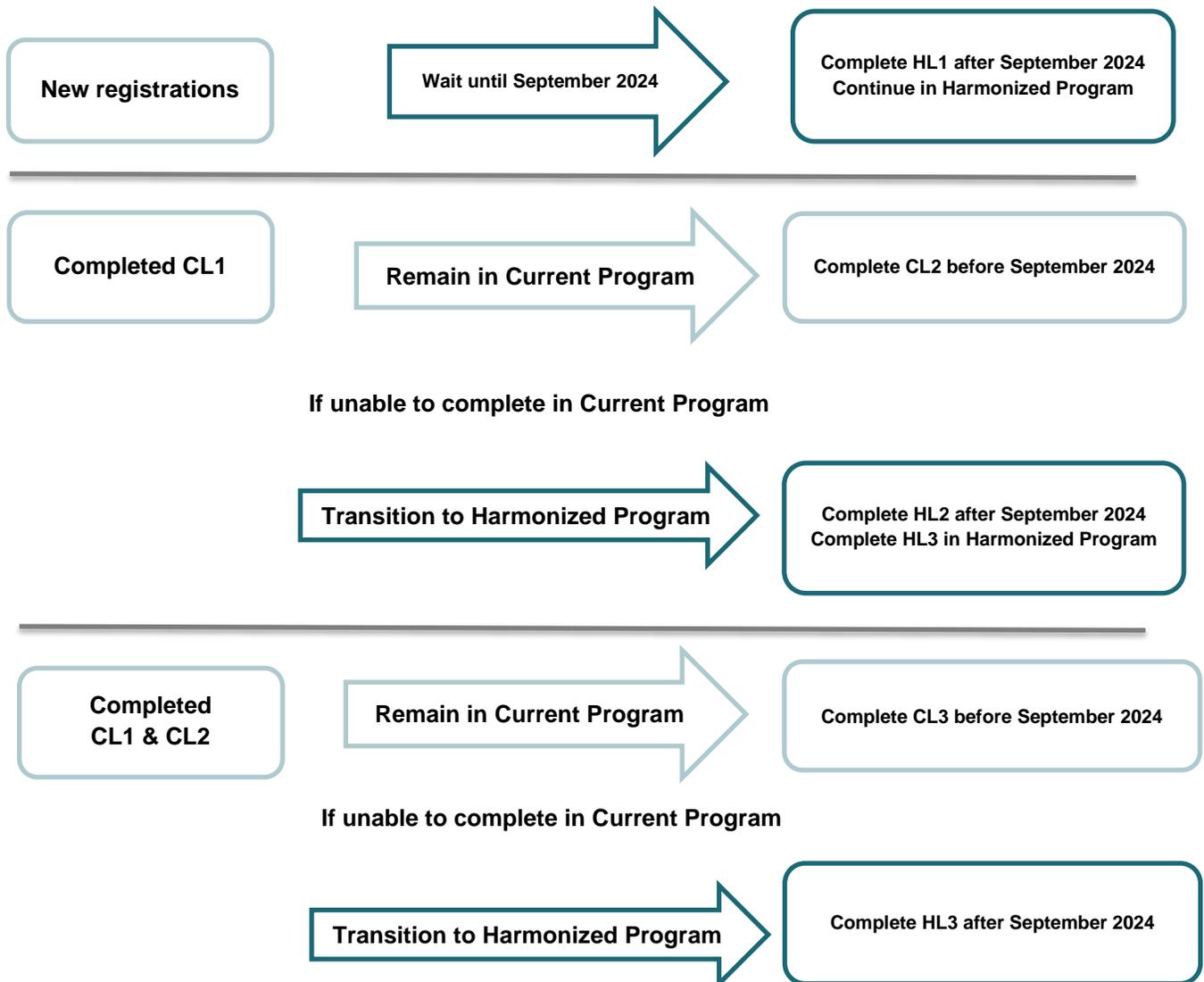
Implementation Timelines	
Harmonized Level 1 (HL1)	September 1, 2024
Harmonized Level 2 (HL2)	September 1, 2024
Harmonized Level 3 (HL3)	September 1, 2024

<b>Year 0</b> 23/24	CL1	CL2	CL3
<b>Year 1</b> 24/25	HL1	HL2 TP Support A 1 day (6 hours)	HL3 TP Support B 1 day (6 hours)
<b>Year 2</b> 25/26	HL1	HL2 TP Support A 1 day (6 hours)	HL3 TP Support B 1 day (6 hours)
<b>Year 3</b> 26/27	HL1	HL2	HL3

**NOTES:**

- **Training provider (TP) support** at HL2 and HL3 is **not** a requirement for apprentices to get credit for the course. It is offered to training providers to provide support for CL1 apprentices taking HL2 and those CL2 apprentices taking HL3. The gaps faced by these apprentices are relatively small and can be addressed in a variety of ways.
- **See *Appendix B: Transition Delivery Guidelines*** for more information about gap training, dual streaming and TP support.

## Pathways for Current Apprentices (Summary)



### \*Notes for transitioning apprentices

**CL1s transitioning to HL2:** You may be missing some content areas, see Appendix A: Gap Details for a list of missing content (Gap A). Speak to your instructor and employer about how you can address your gaps.

**CL2s Transitioning to HL3:** You may be missing some content areas. See Appendix A: Gap Details for a list of missing content (Gap B). Speak to your instructor and employer about how you can address your gaps.

## Changes to Training Hours

The following changes to training time for Baker will come into effect **September 1, 2024**:

- No change to technical training (TT) hours.
- Decrease work-based training (WBT) hours to align with the harmonized standard of **5,040** hours of total training (**decrease of 360 hours**)

### APPRENTICESHIP PATHWAY

Current Program	Hours
Technical Training	360
Level 1 = 120 hours (4 weeks)	
Level 2 = 120 hours (4 weeks)	
Level 3 = 120 hours (4 weeks)	
Work-based Training Hours	5,400
<b>Current Total Training Hours</b>	<b>5,760</b>

Harmonized Program	Hours
Technical Training	360
Level 1 = 120 hours	
Level 2 = 120 hours	
Level 3 = 120 hours	
Work-based Training Hours	5,040
<b>Harmonized Total Training Hours</b>	<b>5,400</b>

### CHALLENGE PATHWAY AND SIGN-OFF AUTHORITY

Current Program	Hours
Work-based Training Hours	5,400
SkilledTradesBC Formula for Calculating Challenge WBT	X 1.5
<b>Current Challenge WBT Hours</b>	<b>8,100</b>

Harmonized Program	Hours
Harmonized Work-based Training Hours	5,040
SkilledTradesBC Formula for Calculating Challenge WBT	X 1.5
<b>Harmonized Challenge WBT Hours</b>	<b>7,560</b>

## Exams for the Harmonized Program

**CL Exams** – Current exams will be discontinued once the current levels are phased out.

**HL Exams** – Harmonized exams will be implemented once harmonized exam development is complete.

Exam	Exam Development*	Tentative Exam Launch*
HL1	Summer 2024	Summer 2025
HL2	Spring 2024	Spring 2025

**\*Note:** These timelines may need to be adjusted due to many factors including the availability of our system partners to assist with the exam development and validation.

### WHAT IS THE FINAL MARK FOR THE APPRENTICES BASED ON IF THERE IS NO SLE?

For classes that end before the launch of the HL SLE, the final mark for the level will be based solely on in-school assessments.

### HOW WILL TRAINING PROVIDERS BE INFORMED OF THE LAUNCH OF AN HL EXAM?

An OPSN will be sent to announce the launch of the HL exams.

## Appendix A: Details of Gaps

### GAP A: CL1→HL2

This table lists the content that an apprentice will be **missing** if they have completed CL1 and then take HL2.

Competency	Missing Content	Achievement Criteria	Content Migration	Instructional Hours*	Self-directed Hours**
A5 Plan and organize production	HL1= Prepare individual production schedule and work plan	N/A	HL1/HL3←CL1/CL2/CL3	0.5	0
A6 Manage bakery products and inventory	HL1= Describe ordering and purchasing procedures	N/A	HL1/HL3←CL1/CL2/CL3	0.5	0
D4 Prepare deep fried pastries and products	(In the context of cake and yeast donuts)  HL1= Describe donuts  Describe principles of preparing donuts  Scale and mix donuts  Perform make-up of donuts  Perform make up of donuts  Finish donuts	The learner will be able to prepare donuts to an industry standard for quality and production time.	HL1/HL2←CL2	2	0.5
G3 Prepare ice creams and frozen desserts	(In the context of ice cream and sorbet)	The learner will be able to prepare ice cream and sorbet to an industry standard for	HL1/HL3←CL2/CL3	2	0.5

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	HL1= Describe ice cream and sorbet	quality and production time			
	Describe the principles of preparing ice cream and sorbet				
	Prepare ice cream and sorbet				
	Freeze and store ice cream and sorbet				
<b>TOTAL</b>				<b>5</b>	<b>1</b>

\***Instructional Hours** are hours of dedicated instruction that an apprentice would need to cover the missing content

\*\***Self-Directed Hours** are hours of content that an apprentice would be able to cover through self-study, on the job or in the context of other tasks/levels.

### OVERLAP A: CL1→HL2

This table lists the content that an apprentice will be **repeating** if they have completed CL1 and then take HL2. Overlaps are identified so that instructors and apprentices are aware of the repeated content. There may be opportunities for transitioned CL1 apprentices to use some of their overlap time to study their gap content.

Competency	Repeating Content	Content Migration	Hours
B1 Use product and nutritional information	HL2 = Describe basic nutritional elements and properties of food  Describe the basic principles of taste and flavour	CL1/CL2/CL3→HL2/HL3	0.5
G2 Prepare plated desserts	HL2= Describe basic plated desserts  Describe the principles of preparing basic plated desserts  Prepare basic plated desserts	CL1/CL2/CL3→HL2/HL3	1
		<b>TOTAL</b>	<b>1.5</b>

**GAP B: CL2→HL3**

This table lists the content that an apprentice will be missing if they have completed CL1 and then take HL3.

Competency	Missing Content	Achievement Criteria	Content Migration	Instructional Hours*	Self-directed Hours**
C3 Prepare specialty doughs and products	<p>(Enriched dough is categorized as advanced doughs):</p> <p>HL2= Describe advanced specialty doughs and products</p> <p>Describe the principles of preparing advanced specialty doughs</p> <p>Scale and mix basic advanced specialty doughs</p> <p>Perform make-up of advanced specialty doughs and products</p> <p>Finish and bake advanced specialty dough products</p> <p>Cool and package advanced specialty dough products</p>	<p>The learner will be able to prepare enriched specialty fermented breads and products to an industry standard for quality and production time.</p> <p>The learner will be able to prepare specialty fermented breads and products to an industry standard for quality and production time.</p>	HL1/HL2←CL1/CL2/CL3	6	1
E4 prepare specialty	(specifically specialty cakes):	The learner will be able to prepare specialty	HL1/HL2←CL1/CL2/CL3	6	1

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<p>cakes and tortes</p>	<p>Describe specialty cakes and tortes</p> <p>HL2= Describe the principles of preparing specialty cakes and tortes</p> <p>Scale and mix specialty cakes and tortes</p> <p>Perform make-up of specialty cakes and tortes</p> <p>Finish specialty cakes and tortes</p> <p>Cool, store and package specialty cakes and tortes</p>	<p>cakes and tortes to an industry standard for quality and production time.</p>			
<p>F1 Prepare icings, fillings, glazes and meringues</p>	<p>(specifically mirror glazes):</p> <p>HL2= Describe specialty icings, fillings, glazes and meringues</p> <p>Describe the principles of preparing specialty icings, fillings, glazes and meringues</p> <p>Prepare specialty</p>	<p>The learner will be able to prepare specialty icings, fillings, glazes and meringues to an industry standard for quality and production time.</p>	<p>HL1/HL2←CL1/CL2/CL3</p>	<p>3</p>	<p>1</p>

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	icings, fillings, glazes and meringues				
	Cool and store specialty icings, fillings, glazes and meringues				
<b>TOTAL</b>				<b>15</b>	<b>2</b>

\***Instructional Hours** are hours of dedicated instruction that an apprentice would need to cover the missing content

\*\***Self-Directed Hours** are hours of content that an apprentice would be able to cover through self-study, on the job or in the context of other tasks/levels.

### OVERLAP B: CL2→HL3

This table lists the content that an apprentice will be **repeating** if they have completed CL1 and then take HL3. Overlaps are identified so that instructors and apprentices are aware of the repeated content. There may be opportunities for transitioned CL1 apprentices to use some of their overlap time to study their gap content.

Competency	Repeating Content	Content Migration	Hours
A6 Manage bakery products and inventory	HL3= Describe inventory control procedures	HL1/HL3←CL1/CL2/CL3	0.5
A7 Apply cost control procedures	HL3= Describe principles of cost control  Describe principles of product costing  Calculate cost of recipe and individual products	CL1/CL2/CL3→HL3	0.5
A8 Apply packaging and merchandizing procedures	HL3= Describe principles of retail sales and merchandizing Set up retail display	CL1/CL2/CL3→HL1/HL3	0.5
F5 Assemble and decorate tiered and celebration cakes	HL3= Describe tiered and celebration cakes  Describe principles of assembling and decorating tiered and celebration cakes	CL2/CL3→HL3	0.5
H3 Prepare confectionery products and garnishes	HL3= Describe basic confectionery products and garnishes	CL2/CL3→HL3	6

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	Prepare basic confectionery products and garnishes		
		<b>TOTAL</b>	<b>8</b>

## Appendix B: Transition Delivery Guidelines

### TRAINING PROVIDER SUPPORT

For the transition to the Harmonized Baker Program, Training Provider (TP) Support applies to

- Gap A (CL1→HL2)
- Gap B (CL2→HL3)

### Delivery

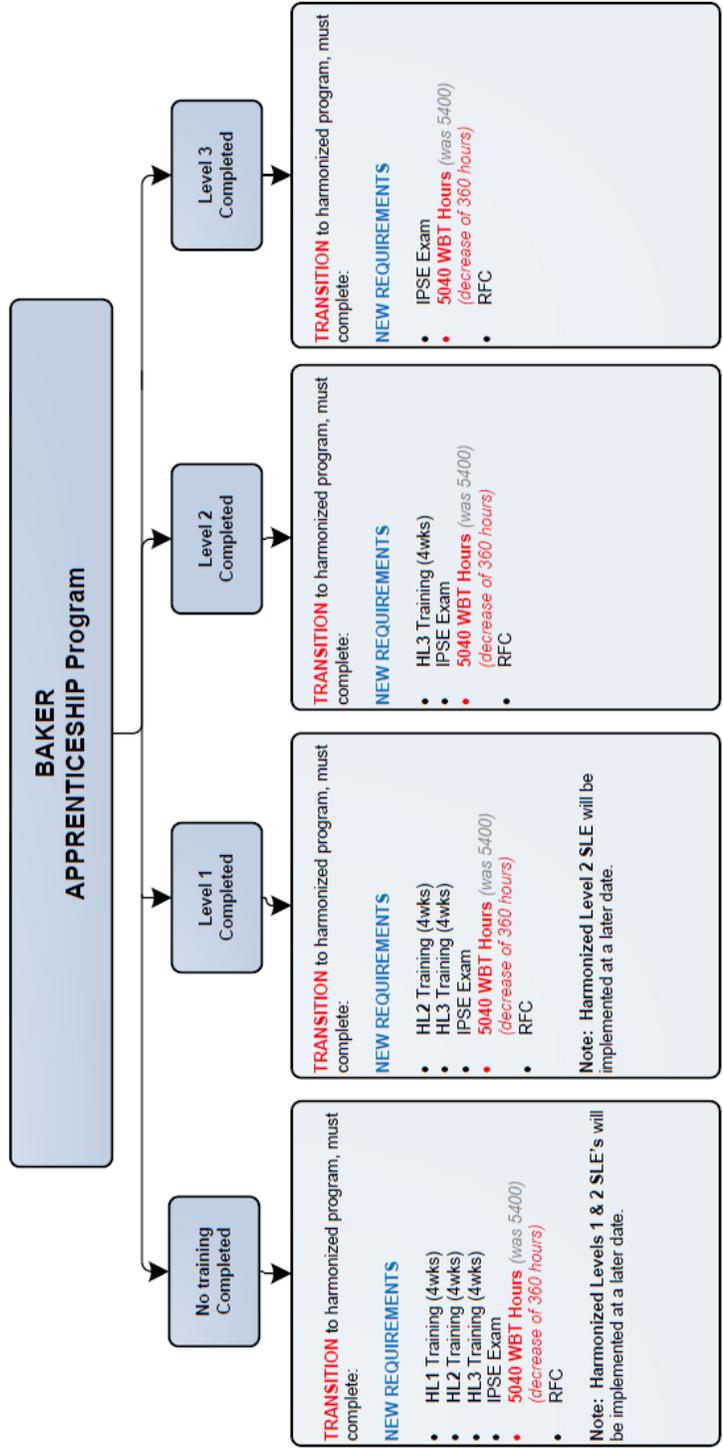
- TPs are encouraged to offer support to CL1 and CL2 students in addressing their gaps; however, this is done at the discretion of the training provider.
  - Delivery method and schedule is up to the training provider.
- TPs can request funding to support their instructors in addressing the gap for the levels and years indicated in the Transition Plan.
- Completion of TP support is
  - Not a completion requirement for the apprentice
  - Not recorded in SkilledTradesBC Direct Access on the apprentices' transcript.

## Appendix C: Communication Plan for Transition

Audience	Purpose	Mode
<b>Training Providers</b>	To announce the changes to training standards and the publication of a new Program Outline and Program Profile on the trade webpage on SkilledTradesBC website	Official Program Standards Notification (OPSN) via email and posting on trade webpage
<b>Training Providers</b>	To plan for transitioning to the new program	Webinar(s), phone calls and/or face to face meetings
<b>Training Providers</b>	To announce the final transition plan	Program Update and Transition Plan via email and posting on trade webpage
<b>Training Providers</b>	To announce the launch of the harmonized level exams	OPSN via email and posting on trade webpage
<b>Employers</b>	To gather input on transition scenarios	Webinar(s), phone calls and/or face to face meetings
<b>Employers</b>	To inform on the upcoming changes to the program and the pathways to completion for their apprentices	Letters sent through SkilledTradesBC Portal
<b>Employers</b>	To inform on the upcoming changes to the program and the pathways to completion for their apprentices	Presentations at Program Advisory Committees (PAC) and other industry events
<b>Apprentices</b>	To inform on the upcoming changes to the program and their pathways to completion	Letters sent through SkilledTradesBC Portal
<b>Apprentices</b>	To inform on the upcoming changes to the program and their pathways to completion	Targeted outreach via phone and email
<b>Apprentices</b>	To inform on the upcoming changes to the program and their pathways to completion	Classroom visits by Apprenticeship Advisors

## Appendix D: Transition Map

### Baker Transition Map EFFECTIVE September 1, 2024



**CHALLENGE PATHWAY**  
Baker Hours Requirement: 7560 hours (was 8100) (decrease of 540 hours)

Last Updated: February 7, 2024