

**Issued: September 13, 2019**

**Program: Inactivation of Dairy Production Technician 1 Training Program**

**To:** ITA Training Providers  
Articulation Chair  
System Liaison Person  
School Districts

**Subject:** Dairy Production Technician 1 Inactivation

**OPSN No.:** OPSN 2019 014

**Effective Date:** July 1, 2020

**Summary of Change:** The Dairy Production Technician 1 program will be inactivated as of July 1, 2020.

**Rationale:** The Industry Training Authority (ITA) is responsible for delivering effective and cost efficient programs that ensure apprentices receive the technical training and workplace skills industry needs. ITA reviews all programs on a regular basis to assure compliance with ITA policies.

ITA Operational Policy PP 1002 – *Criteria for Deactivation of Recognized Apprenticeship and Foundation Industry Training Programs* provides a set of criteria for evaluating ITA programs. Programs meeting one or more of the following criteria may be classified as 'inactive' in advance of moving to 'deactivated':

- Programs which are specific to only one company.
- Programs with less than 12 registrants (typically the number of trainees required to run a class) consistently over the past three years.
- Programs lacking sufficient industry support to ensure maintenance of quality and standards, as well as relevance to the industry's future needs.
- Programs which do not have a *technical training* component or *technical training* is a component but not available.
- Programs which do not have assessment tools or either Program Standards or Occupational Performance Standards.

**Details:** New apprenticeship registrations are not accepted for inactive programs; however, apprentices who are registered at the time a program is designated as inactive will have the opportunity to complete their program. The time allocated to complete a

program will vary depending on the program's length and the apprentice's needs.

The program is deactivated once all of the registered apprentices have completed the program or the time limit on the inactive period has passed. Deactivated programs are removed from the ITA website.

### **Revising an Inactive Program**

Industry has the opportunity to explore the option of restructuring or modifying an inactive program by submitting an Industry Needs Analysis (INA) to ITA. The purpose of the INA is to demonstrate sound rationale for re-investment in the program.

An ITA Industry Relations Advisor will work directly with Sector Advisory Groups or industry proponents to provide guidance on ITA operational policies related to development of the INA.

Guidelines and templates for development of the INA are available from the ITA Program Standards.

### **Notification to Affected Employers and Apprentices**

In July 2020, ITA will inform all affected employers and apprentices of the inactivation to the Dairy Production Technician 1 program. In addition, a statement indicating the program's inactive status will be posted on the program page on the ITA website.

ITA remains committed to working with the affected employers and apprentices to ensure that registered apprentices have the opportunity to complete their training and receive certification.

**For more information contact:** Program Standards  
email: [programstandards@itabc.ca](mailto:programstandards@itabc.ca)

**cc:** All Staff