



## **New York City District Council of Carpenters** **Training Center**

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To ALL Apprentices....

Starting August 31, 2020 Classes at the New York City Carpenters Training Center, Mandatory Apprentice Classes are starting back up. All staff at the CTC have been working hard preparing for this Official Restart.

We will be following the City, State, and CDC Guidelines to keep everyone safe and healthy. Social Distancing, Face Coverings, Hand Sanitizing, Health Screening, Temperature checks and Gathering Limits are all part of our Health and Safety protocol.

Class times will be staggered between 7:00 am, 7:30 am and 8:00 am. Respective coffee and lunch break times will also be staggered, as well as end of class times. Class times will be as follows

1. 7:00am –2:30pm
2. 7:30am –3:00pm
3. 8:00am—3:30pm
4. 7:00am – 3:30pm for certain Certification classes
5. 7:00am -- 4:00pm for certain Certification classes

Your notifications will come via email, text, Robocall, and TVC card. Make sure that all your contact information is updated with your Locals and the Training Center.

Make sure your status is GOOD STANDING. Be Aware that if you are in SUSPENSION STATUS, you will not be scheduled for ANY classes. This may delay your Upgrade Process.

As outlined in the Carpenters Training Center Rules and Regulations Handbook...Attendance and Lateness Policies will be in Full Effect.