

New Mexico Workforce Connection



Central Region

Operational Policy No. OP-412, Change 4 (Employer Assurances)

Subject: On-the-Job Training Policy
Effective: PY19, 8/19/2019

PURPOSE:

To provide guidance to Workforce Connection of Central New Mexico (WCCNM) on the development of local policies and procedures to administer On-the-Job-Training (OJT) contracts under the WIOA Title 1 Adult, Dislocated Worker and Youth programs.

REFERENCE(S):

- Workforce Innovation and Opportunity Act (WIOA), July 22, 2014, §181, §188(a)(3)
- WIOA Final Rules-U.S. Department of Labor (Title I): 20 CFR 683.255 Subpart F 680
- WIOA Section 3(44)
- Office of Management and Budget (OMB), Uniform Guidance at 2 CFR 200 et al., Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- Training and Employment Guidance Letter WIOA No 19-16 Operating Guidance for the Workforce Innovation Opportunity Act.
- Fair Labor Standards ACT (FLSA) §203

BACKGROUND:

On-the-Job Training (OJT) is a critical training service for workers who want to develop the knowledge and necessary skills for a good job and for employers who need a pipeline of skilled workers to remain competitive. It also provides an incentive for businesses who agree to train WIOA Eligible and suitable individuals. The financial assistance is compensation for the extraordinary costs associated with training participants, the costs associated with lower productivity of new employee and investing in their skill developments.

DEFINITION:

1. On-the –Job Training means training by an employer that is provided to a paid