

1.0 Introduction

This document constitutes the guidelines for the award of support under the UMA/NADeF Community Apprenticeship Program. It must be adhered to by the Sustainable Development Committee and other key stakeholders in all the host communities.

The apprenticeship program is designed to prepare trainees for a specific profession. This increases the chances of trainees gaining employment or setting up their own businesses after training

2.0 Qualification

To qualify for support under the UMA/NADeF Community Apprenticeship Training Program:

- ❖ An Applicant must be a citizen from any of the Newmont Ahafo Mine communities as defined in the Local Employment Agreement document.
- ❖ An applicant must have obtained admission into a government-approved Technical or Vocational Institution and pursuing certified apprenticeship courses (Welding & Fabrication, Automobile Engineering, Carpentry, etc.) or training under a qualified and **certified** master craftsman in a chosen field (for traditional apprenticeship system).
- ❖ An applicant must be of good character and must be prepared to serve the community for three years immediately after completion when called upon
- ❖ The master craftsman to train the applicant in the case of the traditional apprenticeship training system must be of good character
- ❖ The Applicant must be identified as **Needy** in the Community.
- ❖ Applicants who have full support from other sources for their apprenticeship training do not qualify.

3.0 Submission of Applications:

Completed application forms must be submitted to the NADeF Secretariat by **4:00 pm** on **30th May 2023**.

- ❖ Only applicants (traditional apprenticeship system) who have their training institutions/centers closer to their communities shall be considered for support to enable monitoring.

4.0 Scope of Scholarship

- Formal Apprenticeship System (e.g., Technical or Vocational Institution, Welding & Fabrication, Carpentry, Masonry, Auto mechanic, etc.)

- Traditional Apprenticeship System - Apprenticeship with a master craftsman in Beads Making, Steel Bender, Cosmetology (Make-up and Nails Fixing), Painting, Carpentry, Decoration, Tiling, Masonry, Electrical, Plumbing, etc.

5.0 Required Documents from Applicants

- Copy of Admission Letter (Formal Apprenticeship System applicants)
- Copy of Trainers' certificate as a qualified trainer and certificate from the District Social Welfare Department (traditional apprenticeship system applicants)
- Completed and validated UMA/NADeF Community Apprenticeship Training Program Form (all applicants)
- Passport-sized picture (all applicants)

6.0 Content of Apprenticeship Support Package

- Beneficiaries shall be given support of One Thousand Five Hundred Ghana Cedis (GH¢ 1,500.00) for a program.
- Payment to beneficiaries shall be spread throughout their course duration.

6.1 Procedure for Selection

- ❖ Notification inviting applicants for apprenticeship support shall be posted on the community notice boards.
- ❖ The selection of applicants shall be based on the qualification criteria discussed above
- ❖ Gender balance shall be taken into consideration when recommending applicants.
- ❖ Parents /guardians shall be made to sign an undertaking as part of the apprenticeship application form to ensure their commitment to funding their ward's other needs.
- ❖ Master craft persons shall be made to make an undertaking to ensure consistency in the training of the applicant.

7.0 Monitoring of Beneficiaries

- ❖ Current academic reports of beneficiaries in the formal apprenticeship system (vocational and technical schools, etc.) shall be submitted to the NADeF Secretariat for review and payment of subsequent supporting fees.
- ❖ Beneficiaries and their trainers in the traditional apprenticeship system shall be closely monitored by the Community and NADeF Secretariat.
- ❖ Punishment for apprentices who are truant or engage in any act of misdemeanor, teenage pregnancy, or any form of deviant behavior both at the training grounds and in the community, etc. shall be determined by the Community, AUMS, and NADeF Secretariat. This punishment may include but is not limited to total withdrawal from the apprenticeship support, suspension from the scheme for a particular period, etc.)