

Provincial Apprenticeship and Certification Board

Activity Plan 2026-29

Chairperson's Message

Honourable Paul Dinn
Minister of Education and Early Childhood Development
West Block, Confederation Building
PO Box 8700
St. John's, NL
A1B 4J6

Dear Minister:

On behalf of the Provincial Apprenticeship and Certification Board (the Board), I am pleased to submit a three-year Activity Plan for the period April 1, 2026 to March 31, 2029. Pursuant to the **Transparency and Accountability Act**, the Board is defined as a Category 3 entity and therefore must prepare an Activity Plan. The strategic directions of the Provincial Government were considered in the development of this plan as well as your Mandate Letter from the Premier.

The Board's primary goal is to set and maintain the standards and requirements for training and certification under the **Apprenticeship and Certification Act**. The Board is committed to supporting the high quality apprenticeship and certification system that exists throughout Newfoundland and Labrador.

My signature below is on behalf of the Board and is indicative of our accountability for the development of this Activity Plan and achieving the objectives contained herein.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Lorna Harnum', written in a cursive style.

Lorna Harnum
Chair

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Overview

In accordance with the Premier's Mandate Letter dated December 8, 2025, the Board has a specific role in supporting the commitments and principles detailed in the 2025 Election Platform. This includes improvements to the provincial apprenticeship system, making it easier for apprentices to access on-the-job training, complete in-class modules and successfully pass certification exams.

The Board is established under Section 5 of the **Apprenticeship and Certification Act**. The overall goal of the Board is to support individuals who seek certification in the skilled trades, by ensuring that apprenticeship programs and training meet industry standards.

Board members are chosen based on a number of factors, including experience, skills and regional representation to ensure membership reflects the skilled trades population in the province. The Board is composed of:

- A chairperson;
- Two or more employer representatives;
- Two or more employee representatives;
- Two or more representatives at large;
- The Director of Apprenticeship and Trades Certification, or designate; and
- An alternate representative for each group to attend in the absence of regular members.

A list of Board members can be found in Annex A.

The following applies to Board appointees:

- Appointments are for a three-year term;
- Appointees cannot serve more than two consecutive terms;
- Alternate representatives can only attend meetings in the absence of regular board members and have full voting privileges at these meetings; and

- In the absence of the chairperson, board members can appoint another member to act as chairperson.

The Board holds a minimum of four meetings per year. The chairperson is also responsible for representing the Provincial Government on the following committees/boards:

- The Inter-provincial Alliance of Apprenticeship Board Chairpersons; and
- The Atlantic Apprenticeship Council.

All Board members serve without remuneration and any travel or incidental expenses are paid by the Department of Education and Early Childhood Development (Department).

Further information on the Board can be found at <https://www.gov.nl.ca/atcd/pacb/>

Mandate

The Board has a mandate to support individuals who seek certification in the skilled trades by ensuring that apprenticeship programs and training meet industry standards, as established under Sections 8 and 9 of the **Apprenticeship and Certification Act** <https://www.assembly.nl.ca/legislation/sr/statutes/a12-1.htm>.

Vision

The highest quality of training and certification standards for skilled tradespeople in Newfoundland and Labrador, supporting readiness for economic opportunities at home and across the country.

Lines of Business

Newfoundland and Labrador's apprenticeship and training system is industry driven. The primary functions of the Board support the steady supply of skilled tradespersons for the Newfoundland and Labrador economy and are reflected in the Board's mandate

pursuant to the **Apprenticeship and Certification Act**. The Board works closely with officials from the Department's Apprenticeship and Trades Branch to implement the Board's mandate on its behalf.

The Board monitors training programs to ensure alignment with industry needs and harmonized occupational standards, and approves policy changes to strengthen the apprenticeship system. This involves a range of activities such as:

- Developing new and modifying existing Plans of Training;
- Designating and de-designating trades;
- Developing Level exams;
- Administering National Red Seal exams, which include adhering to national protocols with respect to exam security; and
- Regulating apprentices and journeypersons.

Primary Clients

The Board works with the Department to ensure a high quality apprenticeship system for the residents of Newfoundland and Labrador.

Issue

The issue and objective identified below represent the focus of the Board over the next three fiscal years: 2026-27, 2027-28, and 2028-29, and is specific to the Board's mandate as well as its primary functions as outlined in the **Apprenticeship and Certification Act**.

Issue 1: Oversight of the Apprenticeship Program

The Board is responsible for maintaining high quality training and certification standards for the apprenticeship system, supporting an adequate supply of apprentices and journeypersons. A key challenge is ensuring that apprenticeship training remains responsive and aligned with industry needs and harmonized occupational standards. The Board relies on advisory committees to recommend required changes and improvements as well as the Department to facilitate this work. Strategically, the Board must continue strong oversight to enable apprentices in this province to achieve certification and take advantage of current and emerging opportunities across Canada when transitioning to the labour market.

With respect to maintaining high quality training and certification standards in the apprenticeship system, the following objective will be the focus for each of the fiscal years ending March 31 in 2027, 2028 and 2029.

Objective

By March 31, 2027, 2028, and 2029, the Provincial Apprenticeship and Certification Board will have delivered oversight functions for the apprenticeship system, maintaining high-quality training and certification standards that reflect the needs of industry.

Indicator

The Board will meet four times a year as required under the **Apprenticeship and Certification Act** to review matters such as plans of training and accreditation.

Annex A: Board Membership

Position	Name	Occupation	Location
Chair	Lorna Harnum	International Representative, International Union of Operating Engineers	Green's Harbour
Departmental Representative	Dean Byrne	Director, Apprenticeship and Trades Certification, Department of Education and Early Childhood Development	St. John's
Employer Representative	Cyril Hayden	General Manager, Air Liquide Newfoundland and Labrador (Retired)	Portugal Cove-St. Philips
Employer Representative	John McLellan	General Foreman, ER Heating and Refrigeration Ltd.	Clareville
Employer Representative (Alternate)	Mark Lush	Maintenance Superintendent, Iron Ore Company of Canada	Wabush
Employee Representative	Bobby Meade	Electrical Maintenance, Newfoundland Power	St. John's
Employee Representative	Marion Isaacs	Building Manager, Confederation Building Complex, Government of Newfoundland and Labrador	St. John's
Employee Representative (Alternate)	Vacant		
At-Large Representative	Barry Roberts	President, BA Roberts and Associates Research and Consulting Services	St. John's
At-Large Representative	Krista Cox	Director, BAC Masonry College	Harbour Grace
At-Large Representative (Alternate)	Steven Downer	Automotive Service Technician Instructor, College of the North Atlantic	Grand Falls-Windsor