



**DEPARTMENT OF BUSINESS AND INDUSTRY  
OFFICE OF THE LABOR COMMISSIONER**

**SB 82 Checklist for Contractors and Subcontractors**

- Track all hours worked annually on Public Works Projects per craft
  - For example, for 2024: January 1, 2024 through December 31, 2024
  - Preserve time records for Public Works Projects that identify hours worked by craft, region, & type of construction
- Employ apprentices for 3% of horizontal construction hours
- Employ apprentices for 10% of vertical construction hours
- Request apprentices directly from Registered Apprenticeship Programs (RAP)
  - Nevada RAP: [Current Apprenticeship Programs](#)
  - Apprentice hours not required in jurisdictions without a RAP in the jurisdiction
- Preserve documentation of denials, nonresponses, no shows, and/or any other documentation evidencing an inability to employ apprentices on Public Works Projects
- Between January 1 and February 15, submit Apprentice Utilization Act (AUA) report to the Office of the Labor Commissioner at [www.labor.nv.gov](http://www.labor.nv.gov)
  - AUA report information:
    - Contractor identification
    - Dates of reporting period
    - Declaration of Truthfulness
    - Total hours worked on Public Works Projects
    - Craft for those hours
    - Whether vertical or horizontal construction was performed
    - Hours worked by apprentices
    - Registered Apprenticeship Program used for apprentices
  - Documentation Supporting Insufficient Apprentice Hours
    - Acceptable:
      - Denials/unavailability from RAP
        - Emails
        - Records
        - Letters
        - Text messages
        - Phone records
      - No Shows/Walk-Offs/Failed Pre-Hire Screening
        - Records
        - Emails

- Letters
  - Text messages
  - Phone records
  - Etc.
- Unacceptable:
  - Refusal to enter into apprentice agreement
  - Documentation showing failure to comply with SB 82 timing requirements for requesting apprentices
- Penalty Worksheet Calculation
  - Only if Contractor or Subcontractor has Deficient Hours Without Documentation or
  - Contractor or Subcontractor not disputing failure to comply with SB 82