Annual Report 2024-25

Saskatchewan Apprenticeship and Trade Certification Commission

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Saskatchewan Apprenticeship and Trade Certification Commission

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Letters of Transmittal

The Honourable Jim Reiter
Deputy Premier
Minister of Immigration and Career Training

Office of the Lieutenant Governor of Saskatchewan

Your Honour:

I respectfully submit the Annual Report for the Saskatchewan Apprenticeship and Trade Certification Commission for the fiscal year ending June 30, 2025.

Jim Reiter
Minister of Immigration and Career Training

Bryan Leier
Saskatchewan Apprenticeship and Trade Certification Commission
Board Chair

The Honourable Jim Reiter
Minister of Immigration and Career Training

Dear Minister:

I have the honour of submitting the Annual Report of the Saskatchewan Apprenticeship and Trade Certification Commission for the fiscal year ending June 30, 2025.

Bryan Leier
Board Chair

Jeff Ritter
Chief Executive Officer

Commission Overview

The Apprenticeship and Trade Certification Act, 2019 (The Act) establishes the Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) as a Commission and agent of the Crown and authorizes it to manage the apprenticeship and trade certification system in Saskatchewan.

The SATCC is authorized to make regulations to ensure the efficient, effective operation of the apprenticeship system and to meet the needs of industry in a timely manner. Through its industry board structure and The Act, the SATCC is accountable to the industry it serves and the Government of Saskatchewan. The SATCC Board Chair reports to the Minister of Immigration and Career Training, who is responsible for the administration of The Act.

The SATCC oversees and administers the apprenticeship and certification system in Saskatchewan. In this role, the Commission fulfills four primary functions:

- Trains apprentices;
- Certifies tradespeople and apprentices;
- Regulates the apprenticeship system of training; and
- Promotes apprenticeship as a way for employers to meet their labour market needs.

This annual report presents the SATCC's results for the fiscal year ending June 30, 2025. It provides the results of publicly committed strategies, actions and performance measures identified in the SATCC's 2024-25 Business Plan and 2022-27 Strategic Plan.

The graphic below shows the vision, mandate, values and goals from the SATCC's 2022-27 Strategic Plan.

Progress on Goal 1: Satisfy Industry Demand for a Skilled and Certified Workforce in Saskatchewan

The SATCC works closely with industry to satisfy its demand for skilled and certified workers. The SATCC's efforts under this goal can be summarized as three key pillars of work: (1) train apprentices; (2) certify tradespeople; and (3) promote the apprenticeship system to employers and workers. The strategies and actions listed below represent the key work the Commission prioritizes under this goal.

Strategy:
1.1 Be responsive to industry demand by offering technical training and services where apprentices live and work

Key Actions:

- Developed an annual training schedule reflective of where apprentices live and work.
  - The SATCC trained 4,892 apprentices during 2024-25. Of this number, about 10 per cent of apprentices received their technical training through an online or a hybrid in-person and online format.
  - The SATCC initiated work in 2024-25 with colleges on potential expansion of delivery of technical training in the future.
- Enhanced alternate training options for upgrading and apprenticeship courses in more trades and occupations.
  - The International Brotherhood of Electrical Workers (IBEW) delivered a Construction Electrician upgrader course in spring 2025.
  - Management also worked with IBEW on the future delivery of Construction Electrician technical training, starting with Level 1 in 2025-26.

Strategy:
1.2 Register pre-apprentice students taking training with Saskatchewan training providers (all trades – compulsory and non-compulsory)

Key Actions:

- Developed and implemented a strategy to register pre-apprenticeship students taking training with Saskatchewan training providers with the SATCC.
  - Worked with Sask. Polytechnic and colleges to bring pre-apprentice student records into MyATC, the SATCC's client-facing information technology system.
  - An initial data transfer from Sask. Polytechnic was completed in 2024-25. Work to make an electronic data transfer, and include the colleges, was advanced as well.
  - The SATCC began its engagement strategy with pre-apprentice student information provided to it.

Strategy:
1.3 Pursue opportunities to expand the apprenticeship system, including the designation and certification of occupations, and to endorse qualified workers in diverse occupations

Key Actions:

- Identified and explored selected opportunities to expand the apprenticeship system.
    - The SATCC developed proposed legislative changes for Commission Regulatory changes to be implemented in 2025-26. The following trades, subtrades and occupations have been identified as priorities:

      Certification Only Trades
        - Appliance Service Technician,
        - Baker,
        - Concrete Finisher,
        - Drywall Finisher and Plasterer,
        - Floorcovering Installer,
        - Heavy Equipment Operator (Dozer),
        - Heavy Equipment Operator (Excavator),
        - Heavy Equipment Operator (Tractor-Loader-Backhoe),
        - Motorcycle Technician,
        - Tool and Die Maker,
        - Transport Trailer Technician,
        - Gasfitter A, and
        - Gasfitter B.

      Occupations
        - Field Heat Treatment Technician.
    - The SATCC began work with the Ministry of Immigration and Career Training (ICT) to amend the Ministry Regulations to add Barber as a Sub-Trade.
    - No other new designated trades, subtrades, and occupations were identified in 2024-25.
- Ensure training is relevant and responsive to industry needs.
    - The SATCC worked with all provinces and territories to maintain the harmonization of the Red Seal trades.
    - In 2024-25, the following harmonized trades were identified for a Red Seal Occupational Standard (RSOS) review to help maintain industry best practice within the trades.
        - Boilermaker;
        - Industrial Mechanic (Millwright);
        - Gasfitter A and B;
        - Sprinkler Fitter; and
        - Landscape Horticulturist.
    - The SATCC reviewed 24 levels of curriculum across seven trades (Agriculture Equipment Technician, Bricklayer, Construction Electrician, Industrial Mechanic, Plumber, Scaffolder and Truck and Transport Mechanic) in 2024-25. This work ensures that curriculum in Saskatchewan is aligned with the RSOS.
    - Harmonized On-the-Job Checklists were developed for all Red Seal trades for each level of apprenticeship training.
    - Consultations were held with jurisdictions across Canada on emerging technological trends and new practices in each trade will take place. Any new practices are added into the trade's occupational standard, new curriculum and examinations to reflect current industry standards.

Strategy:
1.4 Increase awareness of apprenticeship opportunities for employers, prospective apprentices and tradespeople, including people from underrepresented groups

Key Actions:

- Developed annual communications plan targeting stakeholders, including employers, youth, and equity priority groups.
    - The 2024-25 Communications and Marketing Plan included the following website and social media initiatives to support stakeholder engagement: news updates, tuition fee and fee schedule documents, MyATC knowledge articles, training and examination information, and external newsletters.
    - The 2024 Apprenticeship Celebration Dinner was held December 7 in Regina. The in-person event celebrated the 2024 award winners and recognized those who are part of apprenticeship and the skilled trades.
- Delivered training for Indigenous apprentices.
    - The Indigenous Apprenticeship Initiatives (IAI) program funded four projects in 2024-25 at a cost of approximately $444K:
        - A tri-trades (Plumbing , Carpentry, and Electrical) program offered on Pasqua First Nation was completed by six participants;
        - A residential renovation and construction training program on the Carry the Kettle First Nation was completed by eight participants; and,
        - Two programs were offered on Ochapowace First Nation: introduction to automotive service preparation program (completed by six participants) and a Welding fundamentals program (completed by nine participants).
    - A Program Review of IAI was conducted with engagement from employers, communities, and other stakeholders. The report suggested recommendations to potentially improve and strengthen the program's objective of promoting access to apprenticeship training and understanding of the trades as a career choice for Indigenous people.
    - An initiative to identify and pursue resources to deliver the Indigenous strategy/programming was not started due to staffing and budget limitations in 2024-25.
- Developed and offered programming on inclusion in the workplace.
    - The SATCC continued to implement the Women in the Skilled Trades Initiative (WISTI), which will conclude in 2026. The SATCC hired two female mentors to coach and mentor female apprentices in eligible Red Seal trades. Registration and Level 1 tuition fees were also rebated to eligible female apprentices participating in the WISTI initiative.
    - A Diversity and Inclusion in the workplace training program for employers was initiated by the SATCC's Innovation and Inclusion unit. This pilot project was developed with SkillPlan, a non-profit organization. The pilot launched in December 2024 but was discontinued in June 2025 due to low enrollment.
- The SATCC raised student awareness of skilled trades via the Saskatchewan Youth Apprenticeship (SYA) program and other communications channels for students (high school considering a career in the trades).
    - In 2024-25, the SATCC awarded 100 SYA Industry Scholarships to graduating students from 71 communities across the province. Scholarships are given to

students who have completed the SYA program and are committed to pursuing careers in the skilled trades.
    - The SYA program delivered 230 presentations to schools across Saskatchewan in 2024-25.
    - The SATCC also changed its Balanced Scorecard measure for the SYA program from volume of program participants to measure the conversion rate of SYA graduates into registered apprentices. In 2024-25, the SATCC met its target of 35 per cent.
- Explored and advanced options to expand the scope of the SYA program to ensure long term sustainability.
    - A five-year action plan was developed based on the findings from the SYA program review that occurred in 2023-24.
    - SYA is now listed as a curriculum resource on the Ministry of Education's website for Practical and Applied Arts (PAA) courses.
- Recruit and support underrepresented apprentices
    - Raised targets for all underrepresented group measures to increase participation in the apprenticeship system. None of the new targets were met during 2024-25.
    - Identified actions to increase the number of female apprentices and implemented actions to address key barriers.
        - Executed an expanded marketing campaign targeted at women to increase the recruitment rates in apprenticeship and skilled trade careers and to promote the waived registration and Level 1 technical training tuition for new women apprentices. Campaigns ran in November 2024 and March 2025.
        - In 2024-25, the SATCC waived 102 apprenticeship registration fees and 34 Level 1 technical training tuition fees for new women apprentices in eligible Red Seal trades. Since the beginning of the WISTI program, 156 apprenticeship registration fees and 48 Level 1 tuition fees have been waived by the SATCC.
        - The SATCC also provided supports for two female Apprenticeship Service Consultants to mentor and coach female apprentices. The female mentors, as part of the federally funded WISTI program, collected information from female apprentices including female apprentices in underrepresented trades, Indigenous apprentices, racialized apprentices, and those with disabilities about barriers they face in their apprenticeship journey. Identified barriers included learning difficulties, financial barriers, childcare issues, and issues related to employment such as sexism and not being permitted to work the full scope of the trade.
        - The female mentors provided information about access to resources such as the SATCC's learning strategists and educational psychologist as well as tutors and information to access financial supports.
        - The SATCC's Apprenticeship Service Consultants complete on-the-job training checklists with employers to ensure all apprentices, including females, are getting exposure to the full scope of trade in their apprenticeships.
        - The SATCC also created a Respectful Workplace statement that must be acknowledged by both employers and apprentices to ensure that respectful practices are followed in the workplace.

- Analyze why underrepresented groups targets not met
    - Progression research was carried out in 2024-25. Underrepresented groups were analyzed during the period, showing more work is needed to increase certification rates for all target groups.
- Pursue visible minority representation on the Commission Board of Directors
    - In its 2023 audit of underrepresented groups in the skilled trades, the Provincial Auditor recommended the SATCC appoint members from each underrepresented group including visible minorities, as a best practice.
    - The SATCC's legislation directs specific organizations to recommend directors for the 12 industry positions on the Commission Board. For future board appointments, management will advise these organizations to consider visible minority representation as a factor for consideration.

Performance Measure Results:

Measures	2023-24 Actual	2024-25 Target	2024-25 Actual	% of 2024-25 Target	2024-25 Result
Apprentice Registrations	2,331	2,400	**2,307**	**96.1%**	Progressed
Total Apprentices	6,749	7,000	**7,166**	**102.4%**	Achieved
Trade Qualifiers	1,261	1,200	**1,329**	**110.8%**	Exceeded
Technical Training Seats	4,304	4,850	**4,892**	**100.9%**	Achieved
Alternate Technical Training Available	9.9%	10.0%	**10.7%**	**107.1%**	Exceeded
Apprentice & Employer Consultations	5,344	5,000	**5,418**	**108.4%**	Exceeded
Trade Board Meetings	167	130	**166**	**127.7%**	Exceeded
New Trades, Sub-Trades and Occupations	0	2	**0**	**0.0%**	Not Met
Journeyperson Certificates Issued	983	1,000	**1,002**	**100.2%**	Achieved
Red Seal Exam Pass Rate	69.4%	75.0%	**65.7%**	**87.6%**	Not Met
Real Completion Rate (RCR)	47.3%	60.0%	**52.1%**	**86.8%**	Not Met
Total Employers	2,126	2,200	**2,116**	**96.2%**	Progressed
Saskatchewan Youth Apprenticeship (SYA) Conversion Rate (NEW)	N/A	35.0%	**35.3%**	**100.9%**	Achieved
Equity, Diversity and Inclusion (EDI) Partnerships	2	2	**5**	**250.0%**	Exceeded
Indigenous Apprentices	17.1%	19.0%	**17.2%**	**90.4%**	Progressed
Female Apprentices	9.9%	12.0%	**10.1%**	**84.0%**	Not Met
Female Apprentices in Trades with Low Female Representation	7.1%	10.0%	**6.9%**	**69.3%**	Not Met
Visible Minority Apprentices	7.8%	10.0%	**8.7%**	**86.7%**	Not Met
Apprentices with Disabilities	10.9%	13.0%	**12.0%**	**92.3%**	Progressed

Exceeded = 105% or greater than target; **Achieved** = 100% to 104% of target; **Progressed** = 90% to 99% of target; **Not Met** = Less than 90% of target.

*New measures require further definition and will be measured in the future.

Progress on Goal 2: Deliver High Quality Services Relevant to Industry/Stakeholders

It is central to the Commission's mandate to provide high quality client services. A key part of this goal is expanding the supports the SATCC provides apprentices and trades qualifiers to help them successfully certify as journeypersons. The Commission is also leveraging self-service tools in its business systems to increase client access to information and services. The SATCC also provides regulatory oversight services to support industry and a strong, effective apprenticeship system.

Strategy:
2.1 Implement the Apprentice Success Enhancement Strategy (ASES) to provide the right supports to allow clients to progress successfully through to certification

Key Actions:

- Enhanced strategies for early intervention, critical to identifying learning gaps, much earlier in an apprentice's training.
    - Learning Strategists continue to assign the Essential Skills for Success Assessment (ESSA) and the Learning Disability Online Risk Indicator (LDORI) tools to flag at-risk apprentices with low numeracy and literacy skills. Those with scores indicating the presence of a disability were referred for an additional assessment. As of June 30, 2025,17 clients received the ESSA and 58 received LDORI assessments. Further assessments were recommended for 45 clients.
- Offered courses, upgraders, or tutors specifically to assist apprentices as part of their customized learning plans – including the development and/or enhancement of examination readiness and preparation documents and activities.
    - The SATCC upgraded to Blackboard, a web-based virtual learning environment and management system, to provide additional supports to apprentices struggling to achieve their educational goals.
    - Mentorship training is being provided through the Women in Skilled Trades Initiative (WISTI) program as well as options delivered by the Canadian Apprenticeship Forum. These programs were promoted to apprentices throughout 2024-25. SATCC staff contacted 321 women apprentices in eligible Red Seal trades. Of those 321 apprentices, staff visited 210 face-to-face.
    - The tutoring pilot strategy was deferred to 2025-26.
- Enhanced training oversight by reviewing curriculum materials and assessments used in technical training and continued to work closely with Trade Boards and Curriculum and Examination Development Boards (CEDBs) to ensure training is consistent with what is needed for success.
    - Curriculum validations with five trades (Construction Electrician, Plumber/Gasfitter, Industrial Mechanic (Millwright), Truck and Transport Mechanic, and Bricklayer) were completed by the end of June. Learning materials, assessments and instructor guides were reviewed for 19 apprenticeship levels, including industry board and instructional staff input. Curriculum document changes as well as program alignment checks are under development as a part of this process.

    - The study strategies and tips within the Red Seal written exam study guide were updated to better help them prepare for the Red Seal exam. The document was also re-formatted to be easier to follow.
- Leveraged MyATC to explore what is being experienced by apprentices during practical learning to identify gaps in trade time and ratio compliance.
    - The SATCC has updated the On-the-Job Checklist for all trades in the province. The new checklists are designed to:
        - Provide a progressive list of trade-specific tasks for apprentices to complete under the supervision of a journeyperson or approved tradesperson.
        - Help apprentices prepare for each level of technical training by introducing key concepts and skills beforehand.
        - Align directly with the harmonized curriculum taught at each level of technical training across Canada.
    - The checklists are available through the SATCC website for each designated trade or sub-trade with technical training offered in Saskatchewan.
    - The SATCC began work to determine the effectiveness of interventions used under the ASES.

Strategy:
2.2 Improve innovation and quality of service to best support client self service

Key Actions:

- Developed and implemented a Business Process Renewal Strategy and continuous improvement of business processes.
    - The Government of Saskatchewan is implementing a government-wide, cloud-based, integrated financial, human resource and procurement system. Efforts are ongoing to achieve the required readiness gates for deployment one, human capital management.
    - The SATCC refined the process for the release of its 2025-26 annual technical training schedule, completed in May 2025, to better serve apprentices and employers.
- The MyCreds portal was launched by the Ministry of Education to allow apprentices to send their high school transcripts electronically to post-secondary institutions. The SATCC linked MyATC with MyCreds to allow transcripts to be sent electronically to improve the client experience and reduce assessment and processing times.
- Delivery of electronic examinations.
    - The SATCC began offering Red Seal electronic certification examinations for its group exam sittings in Regina in February 2024. Starting in October 2024, the SATCC also added the ability to offer electronic exams for individuals with learning accommodations in Regina, Saskatoon, Prince Albert and North Battleford. Persons with learning accommodations write alone without other exam writers present.
    - In 2024-25, there were 480 electronic certification examinations written in a group setting in Regina. There were 102 electronic exams delivered to individuals with learning accommodations. Exam writers have provided positive feedback on features on electronic exam delivery such as answering one question at a time, being able to flag questions they want to look at again, etc. Additionally, exam results/outcomes from the electronic exams are not different than the results from paper-based exams.

Strategy:
2.3 Enhance tools to improve evidence-based decision-making processes

Key Actions:

- Developed and implemented a Business Systems Enhancements Strategy.
  - The SATCC's Change Control Board implemented 55 enhancements to MyATC. Key enhancements included providing clients the ability to view their Apprenticeship Training Allowance (ATA) payment schedule, the addition of a feature to notify employer designates about apprentice absences for training, and improved communication with Saskatchewan Youth Apprenticeship (SYA) participants through new automated email notifications for application approval, waived apprenticeship program fees and level one tuition for graduates.
- Assessed the call logging system to track client calls and requests.
  - It was determined that the effort required to track email requests exceeded the value of outcomes from the project.
- Business Systems and Research and Data Analytics continued work with Sask Builds and Procurement's ITD unit to determine how to utilize Microsoft Fabric for data management solutions. Work will continue to conduct a pilot project to test data capture and retrieval capabilities in 2025-26.

Performance Measure Results:

Measures	2023-24 Actual	2024-25 Target	2024-25 Actual	% of 2024-25 Target	2024-25 Result
Employer Satisfaction with Training*	94.0%	N/A	**N/A**	**N/A**	**No Report**
Apprentice Satisfaction with On-the-Job Training*	95.0%	N/A	**N/A**	**N/A**	**No Report**
Levels of Curriculum Reviewed (NEW)	N/A	19	**24**	**126.3%**	**Exceeded**
Industry Response Time	100.0%	95.0%	**100.0%**	**105.3%**	**Exceeded**
Ratio Compliance	95.3%	95.0%	**95.1%**	**100.1%**	**Achieved**

Exceeded = 105% or greater than target; **Achieved** = 100% to 104% of target; **Progressed** = 90% to 99% of target; **Not Met** = Less than 90% of target.

* The Employer and Apprentice Satisfaction Surveys are administered every two years. The next survey will be administered during the 2025-26 year.

>> Government Goals

A Strong Economy | Strong Communities | Strong Families

Progress on Goal 3: Equip Staff with the Training and Tools to Provide Outstanding Service

The SATCC is committed to creating organizational capacity to deliver high-quality client services while fostering employee engagement. Employees who like their work are critical to delivering high-quality services to apprenticeship clients. An annual employee satisfaction survey has continuously demonstrated high levels of employee satisfaction in the workplace. Surveys conducted every two years with apprentices and employers also indicate high levels of client satisfaction with SATCC customer service.

Strategy:

3.1 Enhance the organization's service culture

Key Actions:

- Created organizational capacity by appointing executive champions to identify culture change opportunities through various lenses (privacy, safety, employee engagement, client service, union/management relations).
    - Zero lost time to injuries were reported by the Union Management Committee.
    - Two Apprenticeship Services Consultants (ASC) received safety construction orientation training through the Saskatchewan Construction Safety Association. The training is required for conducting job site inspections, and ASCs are required to complete the training when they are initially hired and again every five years.
    - According to the 2024 SATCC Employee Engagement Survey, 70 per cent of employees agreed with the statement: "I find my work fulfilling and look forward to coming to work each day." This score is below the target set in the Commission Board's 2024-25 Balanced Scorecard by 12.5 per cent.
    - Ensured employee engagement best practices are integrated into management team workplans.
    - The SATCC Privacy Officer delivered an access and privacy presentation at the all-staff meeting in December. Privacy information was delivered to staff by email, and in stand-up meetings throughout the year. All new employees completed the Government of Saskatchewan's Online Access and Privacy Training.
- Update the Human Resource (HR) Plan to address Equity, Diversity and Inclusion.
    - A hiring policy to identify positions that can be designated for Indigenous applicants was deferred. The policy will be developed for the 2025-26 year.
- Continued to enhance the 'tool kit' available to staff by adding services or programming to support client success.
    - Staff implementing the Apprentice Success Enhancement Strategy were provided with various training initiatives to support their work with apprentices who require support services. A Learning Management System (Blackboard) was acquired in 2024-25 and is being used as a resource hub for clients requiring the services of the learning strategists.

- Elements of the Business Systems Enhancement Plan were completed or investigated further in 2024-25. The Business Systems unit continued to work with GOS ITD to investigate a data management solution for the SATCC's legacy and current data. It was determined that a mobile application is not feasible on the ServiceNow platform at this time. The SATCC also began exploring the ability to issue apprenticeship credentials digitally and built vendor relationships with the Association of Registrars of Universities and Colleges Canada (ARUCC) while we implemented a MyCreds Receiver integration. The unit supported the SATCC with MyATC production instance improvements, supported current and new business systems, software and hardware, and acted as a liaison between the SATCC and the GoS ITD.
- Project management tools to better equip middle managers to manage applicable projects were developed and available for use in 2025.

Strategy:
3.2 Streamline functions to increase higher value functions and reduce inefficiencies in processes for staff

Key Actions:

- Conducted the annual review of the Human Resources Plan, which includes plans for recruitment, retention, succession and employee recognition and presented the plan to the Commission Board in June 2025.
- Provided all new staff with customer service training (excluding terms of 6 months or less).
  - All new employees completed the "Service Best" training program through the Saskatchewan Tourism Education Council. The program provides customer service training for all employees and is especially beneficial for front-line staff who work with clients on a regular basis.
- Explored and implemented tools to increase staff efficiencies across multiple units of the SATCC.
  - A review of the SATCC website was conducted. Adjustments and enhancements, including fixing broken links, formatting and visual identity, and accessibility improvements, were identified and will be implemented in 2025-26.
- Developed a professional development/training plan that is position-specific for all SATCC.
  - Employee development goals were included in staff workplan development and supported by the Wellness and Development program.
  - "Bring versus Learn" competencies and minimum training/learning requirements for all positions has been deferred to 2025-26.

Strategy:
3.3 Facilitate a culture of inclusion and appreciation

Key Actions:

- Ensured staff members understand their impact on the organization's success.
    - Inclusion and appreciation were the themes at the annual All-Staff meeting. Held in November, the All-Staff meeting included the presentation of Long Service Awards. Staff participated in an exercise on fostering inclusion in the workplace and received a presentation from an Indigenous speaker.
- Pursued opportunities to celebrate organizational success and acknowledge staff accomplishments.
    - The SATCC was recognized as one of Saskatchewan's Top Employers in 2025 by Mediacorp Canada Inc.
- The social committee organized several activities throughout the year, including a bowling night, staff lunches and popcorn sales.
- Required staff to complete training that supports respectful and inclusive workplace culture.
    - Staff sessions were held on a variety of topics, including an Indigenous education session at the all-staff meeting, a beading workshop and a session on ADHD from the SATCC Educational Psychologist.
- Identified and implemented strategies for a healthy and respectful workplace.
    - The Director of Innovation and Inclusion developed and finalized the SATCC Accessibility Plan to improve the accessibility to our facilities, programs and services. The plan prioritizes removing accessibility barriers that persons with disabilities experience.

Performance Measure Results:

Measures	2023-24 Actual	2024-25 Target	2024-25 Actual	% of 2024-25 Target	2024-25 Result
Employee Training and Development Spend	1.23%	1.0%	**1.61%**	**161.0%**	**Exceeded**
Employer Satisfaction with SATCC Services	88.0%	N/A	**N/A**	**N/A**	**No Report**
Apprentice Satisfaction with SATCC Services	84.0%	N/A	**N/A**	**N/A**	**No Report**
Employee Engagement	89.0%	80.0%	**70.0%**	**87.5%**	**Not Met**

Exceeded = 105% or greater than target; **Achieved** = 100% to 104% of target; **Progressed** = 90% to 99% of target; **Not Met** = Less than 90% of target.

>> Government Goals

A Strong Economy | Strong Communities | Strong Families

Progress on Goal 4: Manage Financial Resources Efficiently and Effectively

The SATCC closely manages its resources for all aspects of the apprenticeship system. The capacity to train apprentices is ensured by actively monitoring the annual technical training schedule. Management undertakes an annual review of client fees and tuition to balance the costs of training apprentices against the affordability of the training for its clients. The SATCC has also established an internal audit function to evaluate various organizational activities and programs for effectiveness.

Strategy:
4.1 Sustainable government funding

KeyActions:

- Developed an annual business plan and budget to secure General Revenue Fund (GRF) grant from the Government of Saskatchewan to fund a sufficient number of training seats and support the Commission's operations.
    - The Annual Business Plan and Budget was approved by the SATCC Commission board. The SATCC maximized funding for technical training by purchasing 4,892 seats, 42 more than the budgeted 4,850 seats in 2024-25.
    - In 2024-25, the SATCC refined and completed a three-year training forecast that was used to develop the 2025-26 training schedule.

Strategy:
4.2 Sustainable own-source revenue

KeyActions:

- Pursued own-source revenue.
    - Commission Board recommended 2023-2026 Tuition and Administrative Fee Plan to include a tuition fee increase from $110 to $120 per week. The increase was approved by the Ministry of Immigration and Career Training and took effect July 1, 2025.

KeyActions:

- Pursued federal funding where applicable.
    - No new federal funding was identified in 2024-25.

Strategy:
4.3 Maximize efficiency and risk reduction

Key Actions:

- Developed and implemented the annual Enterprise Risk Management (ERM) Plan.
    - The 2024-25 ERM Plan was approved by the Commission Board. The Plan was reported to the Board on a quarterly basis throughout 2024-25.
    - All planned projects were completed successfully during the 2024-25 year. Projects completed include audits of the effectiveness of the SATCC's anti-fraud controls, the IT governance processes, and Business Continuity Plan processes and documentation.
- Worked with the Internal Auditor to develop and implement annual Internal Audit plan.
    - Management worked with the Internal Auditor to complete the eight audit projects on the 2024-25 Internal Audit plan. Implementation of the recommendations by the Internal Auditor will be completed in 2025-26.
- The SATCC completed a Records Management Framework Review and the adoption of the Operational Records Schedule (ORS 2025). The project was implemented to comply with the retention requirements of the Provincial Archives Board's Public Records Committee.
- Minimized increases in administrative costs.
    - The SATCC exceeded its target for its Administrative Cost Change measure. The 2024-25 target was to limit the increase in administrative expenses to 7.5 per cent. The SATCC limited its increase in administrative expenses 4.7 per cent, which is 37 per cent below the target.
- Maximized utilization of training seats.
    - In 2024-25, the Technical Training Fill Ratio was 95.0 per cent, achieving the target of 95 per cent set for the year.
- Managed annual increases in technical training costs with training providers through the Training Protocol Agreements (TPAs).
    - Work on four TPAs began during 2024-25, including: International Association of Heat and Frost Insulators Local 119; Lotus Learning Solutions; Western Trades Training Institute; and the International Brotherhood of Electrical Workers. The agreements are near completion and are expected to be completed in early 2025-26.
    - Work on TPAs with colleges was paused in 2024-25 to develop a consistent TPA for all colleges within Saskatchewan to potentially deliver technical training beginning in 2026-27.
    - A Training Provider Accountability Framework was developed for implementation in 2025-26.

Performance Measure Results:

Measures	2023-24 Actual	2024-25 Target	2024-25 Actual	% of 2024-25 Target	2024-25 Result
Share of Registered Apprentices in Technical Training	63.8%	70.0%	**68.3%**	**97.5%**	**Progressed**
Technical Training Fill Ratio	95.1%	95.0%	**95.0%**	**100.0%**	**Achieved**
Administrative Cost Change	(6.3%)	7.5%	**4.7%**	**137.3%**	**Exceeded**
Share of Non-Government Revenue (%)	18.2%	20.0%	**18.8%**	**94.0%**	**Progressed**
Revenue-Expense-Ratio	56.8%	55.0%	**57.4%**	**104.4%**	**Achieved**

Exceeded = 105% or greater than target; **Achieved** = 100% to 104% of target; **Progressed** = 90% to 99% of target; **Not Met** = Less than 90% of target.

Financial Summary

The SATCC budgeted a deficit of $3.109M in 2024-25 based on revenues of $28.787M and expenses of $31.896M. The Commission budgeted $23.064M from the Ministry of Immigration and Career Training (ICT), which included $22.664M for its operational grant and $400K for the Indigenous Apprenticeships Initiative (IAI) program.

The SATCC posted a deficit of $1.704M for the fiscal year ending June 30, 2025. The $1.405M improvement in the SATCC's financial situation is due to an increase in revenues over budget of $860K (actual revenues of $29.647M greater than the budget of $28.787M) and a decrease in expenses relative to budget of $545K (actual expenses of $31.351M less than the budget of $31.896M).

The revenue increase is attributable to the following factors:

- The GRF grant from ICT was $996K greater than budget to offset financial pressures created by paying retroactive pay for the SATCC's staff, work to develop an integration between the Ministry of Education's transcript system and the SATCC's MyATC system and 2025-26 grant funding received in 2024-25 due to the difference in fiscal years between the Government of Saskatchewan and the SATCC (i.e. the Government's Q1 2025-26 is the SATCC's Q4 2024-25);
- The SATCC generated $5.063M in tuition and administrative fee revenue in 2024-25 compared to the budgeted value of $4.884M, an increase of $179K. The SATCC generated $3.825M in tuition revenue while also raising $1.238M in administrative fee revenue in 2024-25; and
- The SATCC's other own-source revenues decreased by $314K relative to budget. Revenues from the Government of Canada were $204K lower than budget due to lower activity in the Women in Skilled Trades Initiative (WISTI) program. Interest revenue was under budget by $76K ($244K actual compared to $320K budget) due to lower-than-budgeted interest rates. Other own-source revenues were also $33K less than budgeted.

The expense decrease is due to the following reasons:

- The SATCC's technical training expenses were $256K lower than the $21.800M budgeted. The Indigenous Apprenticeship Initiative (IAI) program was under budget by $70K due to projects spending less than budgeted. There were also savings of $333K on program development and innovation work. These savings were partially re-allocated to purchase an additional 42 seats (4,892 total above the budget of 4,850 training seats) at a cost of $147K;
- Salaries and Personnel expenses were $6.558M, which is $267K less than the $6.825M budgeted. This is due to vacancy management during 2024-25; and
- The remaining approximate $3.248M in operational expenses, including amortization, are allocated across the remaining dozen expense types with the majority in Other Contractual Services ($1.337M), Space Rental ($669K) as well as Advertising, Promotion and Printing ($449K). These expenses were approximately $22K under the budget of $3.270M.

The SATCC's accumulated surplus is $2.797M as of June 30, 2025. Non-Financial Assets are $892K with most of it being tangible capital assets ($797K). Approximately $207K is restricted for the IAI program. The Commission Board's F2 Minimum Policy restricts $700K to pay expenses in the event the Commission is wound down. The remaining $997K are Undesignated Financial Assets.

The 2024-25 audited financial statements can be found starting on the next page. More detail is provided in the notes to the financial statements, which follow the statements.

INDEPENDENT AUDITOR'S REPORT

To: The Members of the Legislative Assembly of Saskatchewan

Opinion

We have audited the financial statements of the Saskatchewan Apprenticeship and Trade Certification Commission, which comprise the statement of financial position as at June 30, 2025, and the statement of operations, statement of change in net financial assets, and statement of cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Saskatchewan Apprenticeship and Trade Certification Commission as at June 30, 2025, and the results of its operations, change in its net financial assets, and its cash flows for the year ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Saskatchewan Apprenticeship and Trade Certification Commission in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. The other information comprises the information included in the *Saskatchewan Apprenticeship and Trade Certification Commission Annual Report for 2024-25*, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or any knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in this auditor's report. We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards for Treasury Board's approval, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Saskatchewan Apprenticeship and Trade Certification Commission's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Saskatchewan Apprenticeship and Trade Certification Commission or to cease operations, or has no realistic alternative but to do so.

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Those charged with governance are responsible for overseeing the Saskatchewan Apprenticeship and Trade Certification Commission financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Saskatchewan Apprenticeship and Trade Certification Commission's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Saskatchewan Apprenticeship and Trade Certification Commission's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Saskatchewan Apprenticeship and Trade Certification Commission to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control identified during the audit.

Regina, Saskatchewan
September 30, 2025

Tara Clemett, CPA, CA, CISA
Provincial Auditor
Office of the Provincial Auditor

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Saskatchewan Apprenticeship and Trade Certification Commission
Statement of Financial Position
As at June 30, 2025

	2025	2024
Financial Assets		
Due from GRF **(Note 3)**	$ 6,738,057	$ 7,990,606
Accounts Receivable **(Note 6)**	51,365	73,521
	6,789,422	**8,064,127**
Liabilities		
Accounts Payable and Accrued Liabilities	972,861	1,057,028
Accrued Leave Liabilities	332,165	325,063
Deferred Revenue **(Note 7)**	2,831,790	2,511,595
Deferred Contributions **(Note 8)**	747,034	683,124
	4,883,850	**4,576,810**
Net Financial Assets (Note 10)	**1,905,572**	**3,487,317**
Non-Financial Assets		
Tangible Capital Assets **(Schedule 1)**	796,687	927,480
Inventory of Promotional Supplies	2,459	2,667
Prepaid Expenses	92,659	83,781
Total Non-Financial Assets	**891,805**	**1,013,928**
Accumulated Surplus (Statement 2)	**$ 2,797,377**	**$ 4,501,245**

(See accompanying notes to the financial statements)

Contractual Obligations **(Note 9)**
Contingent Liabilities **(Note 9)**

Saskatchewan Apprenticeship and Trade Certification Commission
Statement of Operations
For the Year Ended June 30, 2025

	2025 Budget (Note 12)	2025 Actual	2024 Actual
Revenue			
Grants – General Revenue Fund	$ 23,064,000	$ 24,059,700	$ 22,939,000
Grants – Gov't of Canada and Other Jurisdictions	391,459	187,422	106,293
Client Fees	4,884,486	5,062,835	4,568,035
SYA Contributions[1]	55,000	45,000	59,000
Products and Services	71,551	47,928	79,577
Interest	320,403	244,207	338,897
Total Revenue	**28,786,899**	**29,647,092**	**28,090,802**
Expense			
Salaries and Personnel	6,825,284	6,557,977	6,232,982
Program Contractual Services	21,800,685	21,544,877	19,008,006
Other Contractual Services	1,248,203	1,337,306	1,223,890
Board Expenses **(Note 11)**	113,353	118,205	127,204
Travel	230,317	221,003	238,964
Telephone	81,398	64,440	77,542
Advertising, Promotion and Printing	535,694	449,443	490,467
Space Rental	699,099	668,859	669,365
Equipment Rental	12,093	8,349	11,977
Office Supplies	63,626	45,246	46,743
Postage, Courier and Freight	40,116	39,409	39,183
Other	104,516	134,772	125,565
Amortization	141,960	161,074	146,539
Total Expenses	**31,896,344**	**31,350,960**	**28,438,427**
Annual (Deficit) Surplus	**(3,109,445)**	**(1,703,868)**	**(347,625)**
Accumulated Surplus, Beginning of Year	**4,501,245**	**4,501,245**	**4,848,870**
Accumulated Surplus, End of Year (to Statement 1)	**$ 1,391,800**	**$ 2,797,377**	**$ 4,501,245**

(See accompanying notes to the financial statements)

[1] SYA – Saskatchewan Youth Apprenticeship

Saskatchewan Apprenticeship and Trade Certification Commission
Statement of Change in Net Financial Assets
For the Year Ended June 30, 2025

	2025 Budget (Note 12)	2025 Actual	2024 Actual
Annual (Deficit) Surplus	**$ (3,109,445)**	**$ (1,703,868)**	**$ (347,625)**
Acquisition of Tangible Capital Assets	-	(30,281)	(29,310)
Amortization of Tangible Capital Assets	141,960	161,074	146,539
	141,960	**130,793**	**117,229**
Consumption (Acquisition) of Prepaid Expenses	(102)	(8,878)	5,826
(Acquisition) Consumption of Inventory	(7,946)	208	5,280
	(8,048)	(8,670)	11,106
(Decrease) Increase in Net Financial Assets	**(2,975,533)**	**(1,581,745)**	**(219,290)**
Net Financial Assets, Beginning of Year	**3,487,317**	**3,487,317**	**3,706,607**
Net Financial Assets, End of Year	**$ 511,784**	**$ 1,905,572**	**$ 3,487,317**

(See accompanying notes to the financial statements)

Saskatchewan Apprenticeship and Trade Certification Commission
Statement of Cash Flow
For the Year Ended June 30, 2025

	2025	2024
Operating Activities:		
Cash Receipts from General Revenue Fund	$ 24,059,700	$ 22,939,000
Cash Receipts from Gov't of Canada and Other Jurisdictions	187,422	106,293
Cash Receipts from Clients	5,062,835	4,568,035
SYA Contributions Received	45,000	59,000
Receipts from Sales of Products and Services	47,928	79,577
Interest Received	244,207	338,897
Cash Paid to Employees	(6,557,977)	(6,232,982)
Cash Paid to Provide Program Services	(21,544,877)	(19,008,006)
Cash Paid to Suppliers	(2,766,506)	(1,500,638)
Cash Provided by Operating Activities	**(1,222,268)**	**1,349,176**
Capital Activities:		
Acquisition of Tangible Capital Assets	(30,281)	(29,310)
Cash Used in Capital Activities	**(30,281)**	**(29,310)**
(Decrease) Increase in Cash	**(1,252,549)**	**1,319,866**
Due from GRF, Beginning of Year	**7,990,606**	**6,670,740**
Due from GRF, End of Year	**$ 6,738,057**	**$ 7,990,606**

(See accompanying notes to the financial statements)

Saskatchewan Apprenticeship and Trade Certification Commission
Notes to the Financial Statements
For the Year Ended June 30, 2025

1. Description of Business

The Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) was originally established under *The Apprenticeship and Trade Certification Act, 1999*, effective October 1, 1999. This Act was **repealed on May 11, 2020**, and replaced by *The Apprenticeship and Trade Certification Act, 2019*, under which the SATCC continues as an industry-led agency. The Commission's mandate remains focused on governing and managing the apprenticeship and trade certification system in Saskatchewan, with expanded authority to designate occupations, certify without formal training programs, and enforce compliance through stop work orders. SATCC develops industry occupational standards and provides services to employers, apprentices, and tradespersons in support of certification based on those standards.

The SATCC is responsible for the preparation and fair presentation of its financial statements in accordance with Canadian public sector accounting standards. The Commission maintains a system of internal controls and administrative procedures designed to obtain reasonable assurance that financial reporting is accurate and reliable, transactions are properly authorized, assets are safeguarded, and financial records are appropriately maintained.

2. Significant Accounting Policies

These financial statements are prepared in accordance with generally accepted accounting principles as recommended by the Public Sector Accounting Board of CPA Canada and reflect the following significant accounting policies. Remeasurement gains and losses have not been recognized in a statement of remeasurement gains and losses because it does not have financial instruments that give rise to material gains or losses.

a) The Basis of Accounting

The accounts are prepared on the accrual basis of accounting.

b) Revenue

The revenue of the SATCC comes from several sources. Core funding is received from the General Revenue Fund through the Ministry of Immigration and Career Training to support operations and apprenticeship training. The Government of Canada provides funding through time-limited agreements for specific programs. Additional revenue is derived from client fees, comprising tuition and administrative fees, paid by apprentices for training and related services. Revenue is also earned from the sale of services and interest.

Restricted contributions are deferred and recognized as revenue in the year in which the related expense is incurred. Amounts received for tuition fees, and products and services are recognized as revenue in the year that the goods are delivered, or services are provided. Government transfers are recorded as revenue in the year they are authorized, any eligibility criteria are met, and a reasonable estimate of the amount can be made except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability.

c) Expenses

Expenses represent the cost of resources consumed during the period of operations. Expenses include a provision for the amortization of tangible capital assets.

d) Inventories

Inventories of promotional supplies are valued at cost and are expensed as they are consumed.

e) Tangible Capital Assets

Tangible capital asset purchases are recorded at cost, which includes all amounts that are directly related to acquisition, installation, development, construction, improvement, or betterment of the assets.

Tangible capital assets are amortized on a straight-line basis over the following estimated useful life of the asset.

Computer Application Software	3 years
Computer Hardware	3 years
Office Equipment	5 years
System Development	10 years or life of contract
Office Furniture	5 years
Leasehold Improvements	Life of Lease

f) Measurement Uncertainty

These statements are prepared in conformity with Canadian public sector accounting standards. These standards require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates. Differences are reflected in current operations when identified.

g) New Standards

The Public Sector Accounting Board (PSAB) has issued a new Conceptual Framework and revised reporting model, effective for fiscal years beginning on or after April 1, 2026. The SATCC will ensure its financial reporting requirements are aligned with the new framework and reporting model to maintain compliance and consistency with public sector accounting standards.

3. Due from GRF

The monies of the SATCC are deposited in the General Revenue Fund (GRF). Earned interest is calculated and paid by the General Revenue Fund on a quarterly basis using the Government's thirty-day borrowing rate and the SATCC's average daily account balance. The average rate for the period July 1, 2024 to June 30, 2025 was 3.50 per cent (2024 – 4.99 per cent).

4. Related Party Transactions

These financial statements include transactions with related parties. The SATCC is related to the SATCC Board, Trade Boards, and key management personnel and their close family members, and entities controlled by, or under shared control of any of these individuals. SATCC is related also to all Saskatchewan Crown agencies, such as ministries, corporations, boards, and commissions under the common control of the Government of Saskatchewan.

Routine operating transactions with related parties are recorded at the rates charged by those organizations and are settled on normal trade terms. In addition, the SATCC pays Provincial Sales Tax to the Ministry of Finance on all its taxable purchases. Taxes paid are recorded as part of the cost of those purchases.

The SATCC has not been charged with any administrative costs associated with the administrative services provided by the Ministry of Immigration and Career Training and the Ministry of Finance. Also, the Ministry of Finance paid for the employee benefits of the SATCC.

The following table summarizes the SATCC's transactions with other Government agencies that are not separately disclosed in the financial statements. These transactions are in the normal course of operations and are recorded at agreed upon exchange amounts.

	2025	2024
Expenses		
Ministry of SaskBuilds and Procurement[2]	720,719	580,754
Suncrest College	105,579	95,447
SaskEnergy	12,781	13,131
SaskTel	63,987	77,269
SaskPower	32,480	30,298
Saskatchewan Polytechnic	18,437,528	15,719,951
Southeast College	957,823	900,032
Tourism Saskatchewan	-	24,309
Western Trade Training Institute	278,751	195,912
Other Related Party Transactions	3,697	6,223
	$ 20,613,345	**$ 17,643,326**
Accounts Payable	**$ 602,291**	**$ 290,530**
Accounts Receivable	**$ 30,179**	**$ 67,846**

5. Financial Instruments

The SATCC's financial instruments include Due from GRF; accounts receivable; accounts payable and accrued liabilities; and accrued leave liabilities. Due from GRF is recorded at cost. Accounts receivable, accounts payable and accrued liabilities, and accrued leave liabilities are recorded at amortized cost. The carrying amount of these financial instruments approximates fair value due to their immediate or short-term maturity. The SATCC is not exposed to significant credit, interest rate or liquidity risk from these financial instruments.

6. Accounts Receivable

Accounts receivable, net of valuation allowance, are composed of the following:

	2025	2024
Interest	$ 30,179	$ 67,846
Client Fees	1,050	6,515
Other	27,762	6,576
Valuation Allowance	(7,626)	(7,416)
Total Accounts Receivable	**$ 51,365**	**$ 73,521**

[2] 2024-25 Rental Amount for Estevan, La Ronge, Lloydminster, Moose Jaw, North Battleford, Yorkton and Swift Current of $27,089

7. **Deferred Revenue**

Deferred Revenue of $2,831,790 (2024 - $2,511,595) is comprised of tuition and examination fees received from apprentices for training which will occur after June 30, 2025. The amount is significantly higher than the previous year due to on-line registration in MyATC. As a result, the Commission received a higher number of registrations from apprentices for technical training classes for fall 2025 and, therefore, collecting tuition in advance, in 2024-25, for the 2025-26 Training Schedule.

8. Deferred Contributions

Deferred Contributions represent unexpended funds that are designated for specific uses by external restrictions. These funds support the Saskatchewan Youth Apprenticeship (SYA) Industry Scholarships Program, the Women in Skilled Trades Initiative (WISTI) Program, and the Virtual Learning Strategy (VLS) Program.

The SYA Industry Scholarship Program, initiated in 2009, aims to encourage high school graduates to pursue careers in skilled trades. This program is committed to awarding scholarships until it fulfills all funding obligations from sponsors, projected to continue through 2030.

The Women in Skilled Trades Initiative Program is a new initiative designed to encourage women's participation in the skilled trades. Its primary objective is to support women in obtaining journeyperson certification and will operate from January 2024 through June 2026.

Meanwhile, the Virtual Learning Strategy Program, established in 2012, is dedicated to support apprentices who encounter barriers to their success, including those with identified learning disabilities.

SYA Industry Scholarship Program	$ 426,028
Women in Skilled Trades Initiative Program	305,013
Virtual Learning Strategy Program	15,993
Total	**$747,034**

9. Contractual Obligations & Contingent Liabilities

a) Operating Leases

The SATCC entered into separate lease agreements for rental space at 2140 Hamilton Street, Regina (expires June 30, 2027), 2221 Cornwall Street, Regina (expires November 30, 2027), 603-45th Street West, Saskatoon (expires July 31, 2026), and 141-15th Street East, Prince Albert (expires July 31, 2028). All the SATCC's remaining locations are on a continuing month-to-month rental basis from the Ministry of SaskBuilds and Procurement.

The annual lease payments agreed to are:

2025-26	$577,924
2026-27	$478,069
2027-28	$69,290
2028-29	$2,026

The SATCC is responsible for the payment of operating expenses related to these premises.

b) Outstanding Legal Claims

As of June 30, 2025, the Commission has no outstanding legal claims before the Saskatchewan Court of King's Bench.

c) Contractual Obligations

The Commission renewed its agreement with Accenture Inc. for the provision of annual user licenses for the ServiceNow software platform. The agreement is effective from July 2, 2025 to March 31, 2027, with a total contract value of $108,254 over the 21-month term.

10. Designated Assets

Designated assets represent amounts set aside by the SATCC Board for specific purposes. These amounts are not available for other purposes without written permission of the Board. As of June 30, financial assets have been set aside for the following purposes:

	2025	2024
Financial Assets Designated for the Indigenous Apprenticeship Initiatives Program	$ 207,153	$ 251,531
Financial Assets Designated for Board of Directors' First Nations and Métis Scholarship Trust Program	1,309	2,009
Financial Assets Designated for Minimum Surplus[3]	700,000	762,379
Undesignated Financial Assets	997,110	2,471,398
Total Net Financial Assets	**$ 1,905,572**	**$ 3,487,317**

[3]The SATCC shall maintain financial assets designated for a minimum surplus equivalent to one month of the previous year's operating expenses (excluding amortization and training costs), in case of a wind down of the company.

11. Board Expenses

The Apprenticeship and Trade Certification Act, 2019 establishes the SATCC Board and Trade Boards. *The Apprenticeship and Trade Certification Commission Regulations, 2020* establishes the Curriculum and Examination Development Boards and Trade Examining Boards. Honoraria and travel expenses are paid to these board members for attendance at meetings.

The SATCC Board manages the business and affairs of the SATCC to ensure that they are conducted in accordance with *The Apprenticeship and Trade Certification Act, 2019* and regulations. Trade Boards are responsible for reviewing the Human Resource Plans and making recommendations to the SATCC Board regarding entrance requirements, training requirements, certification requirements and changes to regulations. Trade Examining Boards assist in the examination of candidates and assessment of the applicant's experience and training to determine the applicant's eligibility. The main role of Curriculum and Examination Development Boards is to develop or revise curricula suitable for the training of apprentices and tradespersons, develop or revise examinations to be administered to apprentices and participate in developing, revising and validating inter-provincial standard examinations.

		2025		2024
Honorarium	$	43,962	$	40,562
Specialized Consulting		17,122		21,921
Other Travel		12,842		16,505
Members Board/Commission Travel		42,798		47,070
EI Expense on Honorariums		1,481		1,146
Total Board Expenses	**$**	**118,205**	**$**	**127,204**

12. Budget

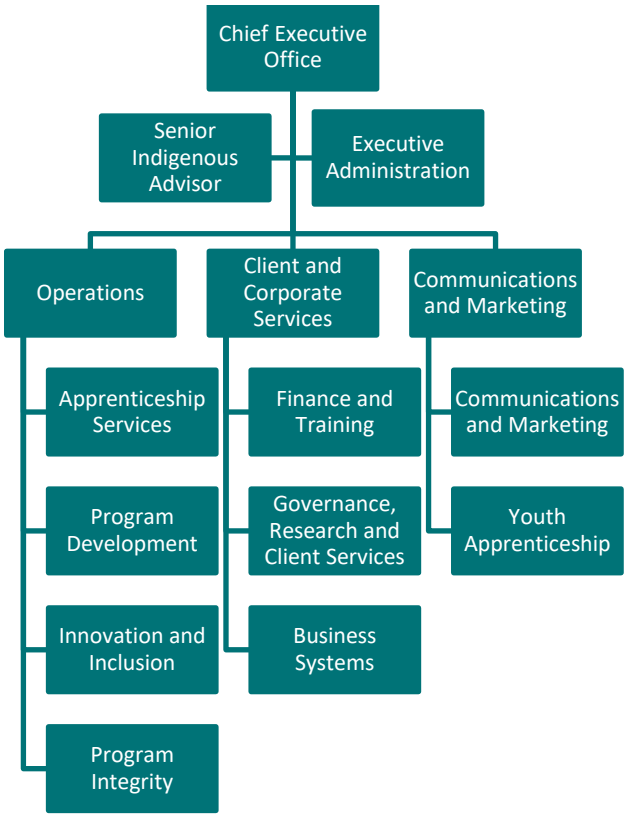
The operating budget was approved by the SATCC Board on June 19, 2024 as part of the 2024-25 Business Plan.

Schedule 1

Saskatchewan Apprenticeship and Trade Certification Commission
Tangible Capital Assets
As at June 30, 2025

	2025							2024
	Leasehold Improvements	Office Furniture	Office Equipment	Computer Hardware	Computer Application Software	System Development	Total	Total
Balance at June 30, 2024	1,023,242	419,658	86,022	123,900	89,484	1,469,000	$ 3, 211,306	$ 3,181,996
Additions during the year	30,281	-	-	-	-	-	30,281	29,310
Disposals during the year	-	-	-	-	-	-	-	-
Adjustments	-	-	-	-	-	-	-	-
Balance at June 30, 2025	1,053,523	419,658	86,022	123,900	89,484	1,469,000	3,241,587	3,211,306
Opening accumulated amortization	1,008,842	365,783	86,022	123,900	81,111	618,168	2,283,826	2,137,287
Annual amortization cost	19,335	16,004	-	-	4,187	121,548	161,074	146,539
Amortization related to disposals	-	-	-	-	-	-	-	-
Adjustments	-	-	-	-	-	-	-	-
Closing accumulated amortization	1,028,177	381,787	86,022	123,900	85,298	739,716	2,444,900	2,283,826
Net book value of tangible capital assets	**$ 25,346**	**$ 37,871**	**$ -**	**$ -**	**$ 4,186**	**$ 729,284**	**$ 796,687**	**$ 927,480**

Appendix A: Organization Chart



Appendix B: Key Operational Factors

Key Operational Factors and Activities	July 1, 2024 to June 30, 2025	July 1, 2023 to June 30, 2024
Registered apprentices	7,166	6,749
Newly registered apprentices	2,307	2,331
Youth apprentices	2,839	3,045
Purchase of technical training seats	4,892	4,304
Technical training attendance*	4,574	4,024
Training allowance claims processed	1,876	1,573
Employer consultations **	5,418	5,344
Work experience assessments administered	12,707	12,523
Psycho-educational assessments administered	47	54
Written examinations administered	1,946	1,754
Practical examinations administered	221	255
Journeyperson certificates issued	1,002	983
Industry board/committee meetings held	166	167
Revenue generation (total non-grant revenue)	5,587,392	5,151,802

* Technical training attendance includes apprentices who were sent out of province for technical training. Upgrading apprentices are not counted in the purchase of technical training seats total.
** Includes Jobsite inspections, Industry and Training Provider visits

Saskatchewan Apprentices: Registrations, Completions and Cancellations Five Year Overview 2020-21 to 2024-25					
Year	**Newly Registered Apprentices**	**Journeyperson Certificates Issued (includes both apprentices and trade qualifiers)**	**Completions**	**Cancellations**	**Total Registered Apprentices**
2024-25	2,307	1,002	823	1,057	7,166
2023-24	2,331	983	841	844	6,749
2022-23	2,299	1,049	862	848	6,103
2021-22	1,824	987	802	778	6,271
2020-21	1,517	1,006	871	892	6,027

Certificates issued from July 1, 2024, to June 30, 2025:

- Journeyperson* - 1,002
- Proficiency* - 18
- Completion of Apprenticeship* - 878
- Learners* - 194
- Apprentice Year Cards (issued to each apprentice at the completion of a level of training) - 6,388

**For an explanation of the type of certificates issued, please see Appendix H: Definition of Terms Used in this Report.*

Saskatchewan Apprentice Registrations of Underrepresented Groups 2020-21 to 2024-25					
Year	**Total Females**	**Females in Trades where Women are Underrepresented**	**Indigenous People**	**Visible Minority**	**People with Disabilities**
2024-25	722	475	1,231	621	860
2023-24	667	461	1,152	528	734
2022-23	656	402	1,064	410	580
2021-22	649	344	1,105	335	488
2020-21	606	316	1,089	270	417

Saskatchewan Youth Apprenticeship Program Five-Year Overview 2020-21 to 2024-25					
Year	**Total Number of High Schools Enrolled**	**Total Number of Students Registered as Youth Apprentices**	**Total Number of Students Issued a Certificate of Completion**	**Total Number of Youth Apprentices Who Registered as Apprentices in the Regular Apprenticeship Program**	**Total Number of SYA Presentations to School Groups**
2024-25	424	2,839	401	287	230
2023-24	381	3,045	377	227	455
2022-23	333	2,639	573	256	742
2021-22	357	3,636	383	173	356
2020-21	323	4,396	519	118	214

Indigenous Apprenticeship Participation 2020-21 to 2024-25						
Year	**Total Indigenous Apprentices Registered at June 30**	**First Nations***	**Métis**	**Total Indigenous Journeyperson Certificates Issued (includes both apprentices and trade qualifiers)**	**First Nations***	**Métis**
2024-25	1,231	685	546	108	49	59
2023-24	1,152	676	476	102	46	56
2022-23	1,064	637	427	101	53	48
2021-22	1,105	711	394	109	60	49
2020-21	1,089	708	381	103	60	43

** Includes Inuit and who identified with more than one group.*
Indigenous individuals made up 17.1% of all registered apprentices in 2023-24.
Indigenous individuals were issued 10.4% of all journeyperson certificates in 2023-24.

Appendix C: Registrations, Completions and Cancellations by Designated Trades 2024-25

Trade	Total Apprentices June 30, 2024	Registrations	Cancellations	Paused	Completions	Total as of end June 30, 2025
Agricultural Equipment Technician	317	126	3	38	55	347
Aircraft Maintenance Engineer Technician*	0	0	0	0	0	0
Auto Body and Collision Technician	137	48	0	21	22	142
- Automotive Refinishing Technician	2	1	1	2	0	0
Automotive Service Technician	413	123	12	55	73	396
Boilermaker	28	7	1	0	1	33
Bricklayer	24	8	1	3	2	26
Cabinetmaker	3	0	0	1	0	2
Carpenter	617	219	0	142	82	612
- Framer	0	1	1	0	0	0
- Scaffolder	97	39	0	28	9	99
Construction Craft Labourer	17	7	0	9	0	15
Construction Electrician	1227	406	0	149	106	1378
Cook	30	4	1	11	1	21
Electronics Assembler	0	2	2	0	0	0
Esthetician - Nail Technician	0	0	0	0	0	0
Esthetician - Skin Care Technician	1	0	0	1	0	0
Food and Beverage Person	1	0	0	1	0	0
Glazier	4	5	0	0	0	9
Guest Services Representative	6	0	0	4	0	2
Hairstylist	219	144	0	15	64	284
Heavy Duty Equipment Technician	396	148	8	44	46	446
Industrial Mechanic (Millwright)	451	148	10	47	59	483
Instrumentation and Control Technician	114	31	1	17	22	105
Insulator (Heat and Frost)	15	12	1	0	2	24
Ironworker (Reinforcing)	0	0	0	0	0	0

Trade	Total Apprentices June 30, 2024	Registrations	Cancellations	Paused	Completions	Total as of end June 30, 2025
Ironworker (Structural/Ornamental)	52	25	0	11	2	64
Landscape Horticulturist	3	0	1	1	0	1
Lather (Interior Systems Mechanic)	1	2	0	0	0	3
Locksmith	2	0	0	2	0	0
Machinist	93	22	0	10	10	95
Meat Cutter	0	0	0	0	0	0
Endorsement: Processor	0	0	0	0	0	0
Endorsement: Slaughterer	0	0	0	0	0	0
Metal Fabricator (Fitter)	42	11	4	4	8	37
Mobile Crane Operator	58	30	0	8	7	73
- Boom Truck Operator 'A'	27	12	0	10	5	24
- Boom Truck Operator 'B'	1	1	0	0	0	2
Painter And Decorator	3	1	0	3	0	1
Parts Technician	105	30	2	18	8	107
Pipeline Equipment Operator	0	0	0	0	0	0
Endorsement: Dozer Operator	0	0	0	0	0	0
Endorsement: Excavator Operator	0	0	0	0	0	0
Endorsement: Grader Operator	0	0	0	0	0	0
Endorsement: Sideboom Operator	0	0	0	0	0	0
Plumber	739	235	27	85	51	811
Pork Production Technician	0	0	0	0	0	0
Endorsement: Breeder	0	0	0	0	0	0
Endorsement: Facilities Maintenance	0	0	0	0	0	0
Endorsement: Farrowing	0	0	0	0	0	0
Endorsement: Grower-Finisher	0	0	0	0	0	0
Endorsement: Nursery Management	0	0	0	0	0	0
Powerline Technician	278	65	1	14	50	278
Recreation Vehicle Service Technician	1	1	0	0	0	2
Refrigeration and Air Conditioning Mechanic	146	39	2	14	20	149

Trade	Total Apprentices June 30, 2024	Registrations	Cancellations	Paused	Completions	Total as of end June 30, 2025
Rig Technician- Derrickhand (Level Two)	0	0	0	0	0	0
Rig Technician - Driller (Level Three)	0	0	0	0	0	0
Rig Technician - Motorhand (Level One)	0	0	0	0	0	0
Roofer	38	8	0	7	1	38
Sheet Metal Worker	143	58	0	18	8	175
Sprinkler Fitter	41	20	3	7	7	44
Steamfitter-Pipefitter	123	21	1	22	3	118
- Petroleum Installer Technician	2	0	0	2	0	0
Tilesetter	0	0	0	0	0	0
Tower Crane Operator	1	2	0	0	0	3
Truck and Transport Mechanic	284	73	10	43	40	264
Water Well Driller	0	0	0	0	0	0
Welder	447	172	3	104	59	453
- Semiautomatic Welding Production Operator	0	0	0	0	0	0
TOTAL	**6,749**	**2,307**	**96**	**971**	**823**	**7,166**
	** Aircraft Maintenance Engineer Technicians are registered by Manitoba Apprenticeship, to comply with Transport Canada regulations.*					

Appendix D: Attendance in Apprenticeship Technical Training Courses by Trade and Stage of Training 2024-25

Trade	Enrolment Levels				
	All Levels	**First**	**Second**	**Third**	**Fourth**
Agricultural Equipment Technician	252	92	49	50	61
Aircraft Maintenance Engineer Technician[1]	0	0	0	0	0
Auto Body and Collision Technician	93	22	18	29	24
- Automotive Refinishing Technician[+]	0	0	0	0	0
Automotive Service Technician	314	70	58	90	89
Boilermaker[+]	0	0	0	0	0
Bricklayer	16	8	8	0	0
Cabinetmaker[+]	0	0	0	0	0
Carpenter	443	118	102	97	101
- Framer	0	0	*NA*	*NA*	*NA*
- Scaffolder	58	14	23	8	11
Construction Craft Labourer	5	5	0	0	0
Construction Electrician	898	247	276	162	159
Cook	0	0	0	0	0
Electronics Assembler	0	0	0	0	0
Esthetician - Nail Technician*	0	0	0	0	0
Esthetician - Skin Care Technician*	0	0	0	0	0
Food and Beverage**	0	0	0	0	0
Glazier[+]	0	0	0	0	0
Guest Services Representative**	0	0	0	0	0
Hairstylist*	0	0	0	0	0
Heavy Duty Equipment Technician	307	105	48	94	60
Industrial Mechanic (Millwright)	346	80	72	107	84
Instrumentation and Control Technician	56	18	14	10	14
Insulator (Heat and Frost)	8	8	0	0	0
Ironworker (Reinforcing)	0	0	0	0	0
Ironworker (Structural/Ornamental)	0	0	0	0	0
Landscape Horticulturist[+]	0	0	0	0	0
Lather (Interior Systems Mechanic)	0	0	0	0	0
Locksmith[+]	0	0	0	0	0
Machinist	53	11	10	20	12
Meat Cutter[+]	0	0	0	0	0
Metal Fabricator (Fitter)	36	9	6	21	0
Mobile Crane Operator (includes Tower Crane)	50	28	14	8	0
- Boom Truck Operator A/B	20	9	11	0	0

Trade	Enrolment Levels				
	All Levels	**First**	**Second**	**Third**	**Fourth**
Painter & Decorator[+]	0	0	0	0	NA
Parts Technician	65	28	19	18	NA
Pipeline Equipment Operator[2]	0	0	0	NA	*NA*
Plumber	587	195	179	111	79
Powerline Technician	257	67	80	60	50
Recreation Vehicle Service Technician[+]	0	0	0	0	0
Refrigeration and Air Conditioning Mechanic	127	21	47	37	22
Roofer	31	13	6	11	0
Sheet Metal Worker	94	33	24	19	12
Sprinkler Fitter	22	5	10	7	0
Steamfitter-Pipefitter	63	21	28	14	0
- Petroleum Installer Technician	0	0	0	0	0
Tilesetter[+]	0	0	0	0	0
Tower Crane Operator	0	0	0	0	0
Truck and Transport Mechanic	166	46	24	48	48
Water Well Driller[+]	0	0	0	*NA*	*NA*
Welder	256	75	77	93	NA
- Semiautomatic Welding Production Operator	0	0	0	*NA*	*NA*
TOTAL	**4,649**	**1,359**	**1,213**	**1,119**	**826**
Out of Province	**57**	**29**	**10**	**14**	**4**
TOTAL apprentices trained (including OOP[+] and Upgraders)	**4,706**				
TOTAL apprentices trained (including OOP, no Upgraders)	**4,574**				
TOTAL apprentices trained (including Upgraders, no OOP)	**4,649**	**(SATCC-purchased training)**			
TOTAL apprentices trained (no OOP, no Upgraders)	**4,517**				

[1]Aircraft Maintenance Engineer Technicians are registered with Manitoba Apprenticeship
[2]Pipeline Equipment Operator - There is presently no technical training available in Saskatchewan for this trade
** Technical training is completed prior to registration*
***Technical training is in partnership with Saskatchewan Tourism.*
NA – No applicable training for this trade/level
+OOP - Apprentices who received technical training Out of Province.

Appendix E: Journeyperson Examinations 2024-25

Trade	Total Exams Written	Total Successful	Total Unsuccessful
Agricultural Equipment Technician	92	65	27
Aircraft Maintenance Engineer Technician*	0	0	0
Auto Body and Collision Technician	49	23	26
- Automotive Refinishing Technician	0	0	0
Automotive Service Technician	138	99	39
Boilermaker	2	1	1
Bricklayer	2	1	1
Cabinetmaker	0	0	0
Carpenter	163	98	65
- Framer	3	0	3
- Scaffolder	17	12	5
Construction Craft Labourer	18	4	14
Construction Electrician	261	135	126
Cook	44	9	35
Electronics Assembler	0	0	0
Esthetician - Nail Technician	7	3	4
Esthetician - Skin Care Technician	2	0	2
Food and Beverage Person	0	0	0
Gasfitter	0	0	0
Glazier	0	0	0
Guest Services Representative	0	0	0
Hairstylist	199	68	131
Heavy Duty Equipment Technician	101	63	38
Industrial Mechanic (Millwright)	123	77	46
Instrumentation and Control Technician	47	30	17
Insulator (Heat and Frost)	1	0	1
Ironworker (Reinforcing)	0	0	0
Ironworker (Structural/Ornamental)	8	2	6
Landscape Horticulturist	1	0	1
Lather (Interior Systems Mechanic)	0	0	0
Locksmith	0	0	0
Machinist	24	13	11
Meat Cutter	0	0	0
Endorsement: Processor	0	0	0
Endorsement: Slaughterer	0	0	0
Metal Fabricator (Fitter)	27	18	9
Mobile Crane Operator	12	10	2
- Boom Truck Operator 'A'	11	8	3
- Boom Truck Operator 'B'	0	0	0
Painter And Decorator	7	2	5
Parts Technician	36	23	13
Pipeline Equipment Operator	0	0	0
Endorsement: Dozer Operator	0	0	0

Trade	Total Exams Written	Total Successful	Total Unsuccessful
Endorsement: Excavator Operator	0	0	0
Endorsement: Grader Operator	0	0	0
Endorsement: Sideboom Operator	0	0	0
Plumber	130	76	54
Pork Production Technician	0	0	0
Endorsement: Breeder	0	0	0
Endorsement: Facilities Maintenance	0	0	0
Endorsement: Farrowing	0	0	0
Endorsement: Grower-Finisher	0	0	0
Endorsement: Nursery Management	0	0	0
Powerline Technician	66	53	13
Recreation Vehicle Service Technician	3	1	2
Refrigeration and Air Conditioning Mechanic	26	20	6
Rig Technician - Motorhand (Level One)	0	0	0
Rig Technician- Derrickhand (Level Two)	0	0	0
Rig Technician - Driller (Level Three)	0	0	0
Roofer	8	1	7
Sheet Metal Worker	21	8	13
Sprinkler Fitter	8	7	1
Steamfitter-Pipefitter	25	7	18
- Petroleum Installer Technician	0	0	0
Tilesetter	0	0	0
Tower Crane Operator	0	0	0
Truck and Transport Mechanic	102	52	50
Water Well Driller	0	0	0
Welder	162	79	83
- Semiautomatic Welding Production Operator	0	0	0
TOTAL	**1,946**	**1,068**	**878**

** Aircraft Maintenance Engineer Technicians are registered by Manitoba Apprenticeship, to comply with Transport Canada regulations.*

Appendix F: Saskatchewan's Designated Trades and Industry Sectors

Agriculture, Tourism and Service Sector
Cook (IP)
Esthetician - Nail Technician
Esthetician - Skin Care Technician
Food and Beverage Person
Guest Services Representative
Hairstylist (IP)
Landscape Horticulturist (IP)
◊ Elm Tree Pruner
Locksmith
Meat Cutter
◊ Processor
◊ Slaughterer
Pork Production Technician^
- Breeder^
- Facilities Maintenance^
- Farrowing^
- Grower-Finisher^
- Nursery Management^

Construction Sector
Boilermaker (IP)
Bricklayer (IP)
Cabinetmaker (IP)
Carpenter (IP)
◊ Framer
◊ Scaffolder
Construction Craft Labourer (IP)
Construction Electrician (IP)*+
Lather (Interior Systems Mechanic) (IP)
Glazier (IP)
Industrial Mechanic (Millwright) (IP)*
Insulator (Heat and Frost) (IP)
Ironworker (Reinforcing) (IP)
Ironworker (Structural/Ornamental) (IP)
Mobile Crane Operator (IP)
◊ Boom Truck Operator "A"
◊ Boom Truck Operator "B"
Painter and Decorator (IP)
Pipeline Equipment Operator^
- Dozer Operator^
- Excavator Operator^
- Grader Operator^
- Sideboom Operator^

Plumber (IP)+
Powerline Technician (IP)
Refrigeration and Air Conditioning Mechanic (IP)*+
Roofer (IP)
Sheet Metal Worker (IP)+
Sprinkler Fitter (IP)+
Steamfitter-Pipefitter (IP)
◊ Petroleum Installer Technician
Tilesetter (IP)
Tower Crane Operator (IP)
Water Well Driller^

Production and Maintenance Sector
Construction Electrician (IP)*+
Electronics Assembler
Industrial Mechanic (Millwright) (IP)*
Instrumentation and Control Technician (IP)
Machinist (IP)
Metal Fabricator (Fitter) (IP)
Refrigeration and Air Conditioning Mechanic (IP)*+
Rig Technician (IP)^
- Motorhand (Level One)
- Derrickhand (Level Two)
- Driller (Level Three) (IP)^

Welder (IP)
◊ Semiautomatic Welding Production Operator

Motive Repair Sector
Agricultural Equipment Technician (IP)
Aircraft Maintenance Engineer Technician
Auto Body and Collision Technician (IP)
◊ Automotive Refinishing Technician (IP)
Automotive Service Technician (IP)
Heavy Duty Equipment Technician (IP)
Parts Technician (IP)
Recreation Vehicle Service Technician (IP)
Truck and Transport Mechanic (IP)

◊ Represents a subtrade or endorsement
- Represents a journeyperson certificate in the trade specialty

* The designated trade is part of more than one industry sector
(IP) This trade or subtrade is recognized with the Red Seal interprovincial status
+ Compulsory Trade
^ Trades in process of being de-designated. No new apprenticeship applications are being accepted.

Appendix G: Balanced Scorecard

Please see the Balanced Scorecard Reference Table in the SATCC website document library for the definition, purpose, methodology and target explanation for each measure.

Measures	2023-24 Actual	2024-25 Target	2024-25 Actual	% of 2024-25 Target	2024-25 Result
Apprentice Registrations	2,331	2,400	2,307	96.1%	Progressed
Total Apprentices	6,749	7,000	7,166	102.4%	Achieved
Trade Qualifiers	1,261	1,200	1,329	110.8%	Exceeded
Technical Training Seats	4,304	4,850	4,892	100.9%	Achieved
Alternate Technical Training Available	9.9%	10.0%	10.7%	107.1%	Exceeded
Apprentice & Employer Consultations	5,344	5,000	5,418	108.4%	Exceeded
Trade Board Meetings	167	130	166	127.7%	Exceeded
New Trades, Sub-Trades and Occupations	0	2	0	0.0%	Not Met
Journeyperson Certificates Issued	983	1,000	1,002	100.2%	Achieved
Red Seal Exam Pass Rate	69.4%	75.0%	65.7%	87.6%	Not Met
Real Completion Rate (RCR)	47.3%	60.0%	52.1%	86.8%	Not Met
Total Employers	2,126	2,100	2,116	96.2%	Progressed
Saskatchewan Youth Apprenticeship (SYA) Conversion Rate (NEW)	N/A	35.0%	35.3%	100.9%	Achieved
Equity, Diversity and Inclusion (EDI) Partnerships	2	2	5	250.0%	Exceeded
Indigenous Apprentices	17.1%	19.0%	17.2%	90.4%	Not Met
Female Apprentices	9.9%	12.0%	10.1%	84.0%	Not Met
Female Apprentices in Trades with Low Female Representation	7.1%	10.0%	6.9%	69.3%	Not Met

Measures	2023-24 Actual	2024-25 Target	2024-25 Actual	% of 2024-25 Target	2024-25 Result
Visible Minority Apprentices	7.8%	10.0%	8.7%	86.7%	**Not Met**
Apprentices with Disabilities	10.9%	13.0%	12.0%	92.3%	**Progressed**
Employer Satisfaction with Training**	94.0%	N/A	N/A	N/A	**No Report**
Apprentice Satisfaction with On-the-Job Training**	95.0%	N/A	N/A	N/A	**No Report**
Levels of Curriculum Reviewed (NEW)	N/A	19	24	126.3%	**Exceeded**
Industry Response Time	100.0%	95.0%	100.0%	105.3%	**Exceeded**
Ratio Compliance	95.3%	95.0%	95.1%	100.1%	**Achieved**
Employee Training and Development Spend	1.23%	1.0%	1.61%	161.0%	**Exceeded**
Employer Satisfaction with SATCC Services**	88.0%	N/A	N/A	N/A	**No Report**
Apprentice Satisfaction with SATCC Services**	84.0%	N/A	N/A	N/A	**No Report**
Employee Engagement	89.0%	80.0%	70.0%	85.7%	**Not Met**
Share of Registered Apprentices in Technical Training	63.8%	70.0%	68.3%	97.5%	**Progressed**
Technical Training Fill Ratio	95.1%	95.0%	95.0%	100.0%	**Achieved**
Administrative Cost Change	(6.3)%	7.5%	4.7%	137.7%	**Exceeded**
Share of Non-Government Revenue (%)	18.2%	20.0%	18.8%	94.0%	**Progressed**
Revenue-Expense-Ratio	56.8%	55.0%	57.4%	104.4%	**Achieved**

Exceeded = 105% or greater than target; **Achieved** = 100% to 104% of target;
Progressed = 90% to 99% of target; **Not Met** = Less than 90% of target.

* New measures require further definition and will be measured in the future.
** The Employer and Apprentice Satisfaction Surveys are administered every two years. The next survey will be administered during 2025-26.
N/A - Not Available

Appendix H: Definition of Terms

Act and Regulations: *The Apprenticeship and Trade Certification Act, 2019*, *The Apprenticeship and Trade Certification Commission Regulations, 2020* and *The Apprenticeship and Trade Certification Regulations, 2020* are the authority under which the program operates.

Apprentice: An individual working in a designated trade has signed an apprenticeship contract with his or her employer and is registered with the SATCC. Note: Apprentices are not students. They are employees in a skilled trade in which they are acquiring skills.

Apprenticeship Training: A training system with two main components: workplace training and technical training. The apprentice, the employer or joint training committee, and the Chief Operating Officer sign an apprenticeship contract. Apprentices learn the knowledge and skills associated with a trade through workplace training, which is supervised by a certified journeyperson, combined with technical training. Upon completion of the final level of training, apprentices are eligible to write the journeyperson examination.

Compulsory Trade: An individual must be an apprentice or a journeyperson to work in the trade. There are five compulsory apprenticeship trades in Saskatchewan: Construction Electrician, Plumber, Refrigeration and Air Conditioning Mechanic, Sheet Metal Worker and Sprinkler Fitter.

Designated Trade: An occupation designated under *The Apprenticeship and Trade Certification Act, 2019*. Designation of a trade means that legislated rules apply; standards, technical training and certification examinations are established.

Register: In the case of an apprentice, means to be a party to a valid contract: (a) that is entered into with, as the case may be: (i) an employer; (ii) a joint training committee; or (iii) the Commission; and (b) that is registered with the Commission in accordance with the Commission regulations.

Interprovincial Standards Red Seal Program (Red Seal): A national certification program that assists workers seeking employment in any province/territory in Canada.

Joint Training Committee (JTC): A committee that the Commission recognizes in a designated trade, subtrade or occupation pursuant to subsection 25(3) of *The Apprenticeship and Trade Certification Act, 2019*.

Journeyperson (JP): An individual who has worked in a trade for several years, passed all examinations, and has been issued a Journeyperson Certificate of Qualification from the SATCC or other Canadian apprenticeship authority.

MyATC: An online, self-service system that provides faster and more efficient service for apprentices, trade qualifiers, journeypersons and employers across the province.

Proficiency Certificate: A certificate is issued to reflect an individual's ability in a significant area of their trade.

Subtrade: A branch of a designated trade that is recognized for training and certification purposes.

Tradesperson: An individual who is working at one of the non-compulsory designated trades but is not an apprentice or a journeyperson.

Trade Qualifier (TQ): A tradesperson who is not a registered apprentice but has established eligibility to challenge a certification examination.

Upgrading: Training designed to assist a tradesperson in preparing for a journeyperson examination.