

**Bryan Leier** Digitally signed by Bryan Leier  
Date: 2026.09.30 13:15:07 -06'00'

**Jeff Sweet** Digitally signed by Jeff Sweet  
Date: 2026.09.30 13:15:34 -06'00'

**Signatures:** **SATCC Commission Board Chair**

**SATCC Commission Board Vice Chair**

**Board Category** Administration – A5  
**and Policy Name:** Definition of Employers and Employees for Purposes of Representation on the Commission and Trade Boards

**Approved:** January 29, 2025

**Supersedes:** May 17, 2001; January 26, 2011; December 16, 2015; April 3, 2019; and April 6, 2022

**Next scheduled review:** 2027-28

**Policy** Employer Definition

An employer is defined as an individual who has an ownership interest in a business, or exercises control of hiring, firing, wage rates, promotions or general management authority on behalf of an employer.

Employee Definition

An employee is defined as an individual who represents employees, or under the supervision of others, receives a salary to carry out routine assigned work on behalf of an employer, up to and including the level of supervisory responsibilities.

**Background** Section 5(3) of *The Apprenticeship and Trade Certification Act, 2019*, states, “Except in the case where there is a temporary vacancy in the membership of the commission the number of members of the commission selected to represent employees pursuant to clause (4)(d) must equal the number of members of the commission selected to represent employers pursuant to clause (4)(e).”

The policy provides the definition of an employer and an employee so that the Commission can make consistent determination if the status of an individual is uncertain.

**Related documents in Aprio:**

*The Apprenticeship and Trade Certification Act, 2019 – Section 5(3)*

*SATCC Board of Directors Board Charter – Section 2: Composition*