

Signatures: SATCC Commission Board
Chair

SATCC Commission Board Vice Chair

Board Category Governance – G12
and Policy Name: Trade Board Chair Selection

Approved: February 4, 2026

Supersedes: April 18, 2016, September 30, 2020 and June 21, 2023

**Next scheduled
review:** November 2028

Policy The members of a Trade Board must annually elect a Chair from its membership.

Procedures

- The Chair will be chosen from among the members of the Trade Board.
- The Chair will be selected at the first meeting of the Trade Board following its appointment, or as soon thereafter as possible.
- The selection will be made through a fair and democratic process in which all Trade Board members have an opportunity to participate.
- The Chair will be selected at the Annual Trade Board Meeting for their trade.

Background Representatives of employers and employees in equal numbers are appointed by the SATCC Board of Directors to serve on Trade Boards for each designated trade. Trade Advisory Boards which formerly operated within the apprenticeship system for many years traditionally chose their own Chair. *The Apprenticeship and Trade Certification Commission Regulations, Section 5(5)* requires that the members of a Trade Board must annually elect a Chair from its members.

