August 2023 OMB #1220-0189

On the Job Training (OJT) Showcard Occupational Requirement Survey (ORS)

On the Job Training (OJT) measures the minimum amount of training time occurring after a worker has been hired.



Include time for the following:

- ✓ Learning basic job tasks
- ✓ Receiving verbal or written instructions
- ✓ Observing the work
- ✓ Imitating or practicing the work hands-on
- ✓ Receiving formal classroom training
- ✓ Internal company training
- ✓ Shadowing experienced workers

Exclude time for the following:

- Learning advanced tasks
- Continuing education
- Company orientation
- Probationary periods
- Job development coaching

On-the-Job Time:

- a half day or less
- a day
- a week
- a month
- three months
- six months
- a year





