

National Apprentice and Industrial Training Authority
971, Sri Jayawardanapura Mawatha,
Welikada, Rajagiriya.

TRAINING CONTRACT

(Under the provision of section 65
of the Act No: 20 of 1990)

This Contract is approved and entered in the Register of Training contracts under Tertiary and Vocational Education Act No: 20 of 1990		
No:	Stamp:	
On:	Signature:	

(Notes on the Training Contract)

The training employer will be registered on the register of training contracts at the National Apprentice and Industrial Training Authority immediately after registration or prior to the commencement of training whichever is the earliest. All copies of this contract must be appended. The same applies to amendments to the provisions of this contract by reason of extension of training periods, termination or any such matter. All such amendments to this contract shall be permissible only after prior approval is granted by NAITA. It is the responsibility of the training employer to hand over a duly certified copy of this contract after obtaining registration at NAITA.

The training employer is required to inform NAITA whenever the trainee has been absorbed into regular employment in his establishment.

BETWEEN
AND

The Training Employer

The Trainee

Name of the Firm			
Address			
Tele: No:			

Name in full	In Sinhala	
	In English	
Address		
Date of Birth		

N.I.C No.....Male/Female

WHEREAS the Training Employer has agreed to engage the Trainee for the purpose of providing INITIAL TRAINING/FURTHER TRAINING / RE-TRAINING in the TRAINEE OCCUPATION OF.....
AND WHEREAS the said Trainee Employer and Trainee have agreed to abide by the provisions of Tertiary and Vocational Education Act. No. 20 of 1990 and the regulations made there under which govern such training in Sri Lanka;

The following contract is hereby entered into between the aforesaid Training Employer and the Trainee:

A. The duration of training according to the Training order recognised under Act. No. 20 of 1990 shall be a period of Month / Year From..... To..... B. The Training shall take place in..... and other work places usually associated with the headquarters of the Firm. C. The regular weekly training hours shall be 45 1/2 hours. D. The nature, content and syllabus for training, during the entire period of training shall substantially conform to the Training order provided for such trainee occupation. E. The probation period shall be three months for Training courses of duration up to two years, and six months for training courses of duration of more than two years.	F. The training employer shall pay the Trainee a suitable gross allowance of Rs..... per month or such sum as may be determined from time to time by the National Apprentice and Industrial Training Authority. G. The Training employer shall ensure that skills and knowledge are imparted to the Trainee in accordance with the training objectives laid down in the Training Order and that the relevant subject matter is covered and the training objectives are achieved within the stipulated training duration H. The training employer shall impart the training himself if suitably qualified, or through other suitably qualified employees in his establishment. I. The training employer shall provide the trainee with a copy of the Training order at the commencement of training. J. The training employer shall provide the trainee with training aids and equipment and in particular training tools, consumable and literature necessary for training in the establishment and shall also provide the trainee all the facilities required by the trainee to sit the examinations and National Trade Tests conducted by the National Apprentice and Industrial Training Authority in the Trainee Occupation such trainee is undergoing training.
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