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| **SPONSOR:** | **STUDY CODE:** | **Length of Training:** |
| **Title of Training:** | **Description of Training or Attach Agenda:** | |
| **Date(s) of Training:** | **Name of Trainer:** | |

Use as many lines as needed; write NA on unused lines.

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| **PRINT NAME** | **SIGNATURE** | **DATE** |
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**Note: Forward to the Project Leader for inclusion in the project documentation.**