

Training Record Form

No. : 20250616PP05

Training Subjects	New SOP Training		
Training Objectives	Ensure understanding of updated working procedures and responsibilities		
Evaluation Methods	<input type="checkbox"/> Written Examinations <input checked="" type="checkbox"/> Oral Q&A <input type="checkbox"/> Job Practice Evaluation <input type="checkbox"/> Others :		
Time of Training	Jun-16-2025	Duration	4:30 PM - 5:00 PM PST
Lecturer	Pham Phuoc	Place of Training	On-Site

Sign-in Detail

Employee No.	Name	Department		Employee No.	Name	Department
11963		PR				
11964		PR				
11965		QA				

Assessment Conclusion :

3 participants attended in this training; 3 participants passed the evaluation assessment.

Recorded by/Date : Jun-16-2025

Employee Training Record

List each Document Separately