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| --- | --- | --- | --- | --- | --- |
| **Course of training** |  | **Classification**  **(internal/external)** | |  | |
| **Training agency** |  | **Name of personnel** | |  | |
| **Trainer** |  | **Date of Course** | |  | |
| **Objective** |  | | | | |
| **Summary of training** |  | | | | |
| **Contents** |  | | | | |
| **Result and evidence of training** |  | | | | |
| **Opinion (Evaluation)** |  | | | | |
|  |  | | Prepared by / Date | |  |
|  |  | | Approved by / Date | |  |