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TRAINING EVALUATION FORM

- **Document Code:** HR-035
- **Version:** 1.0
- **Date:** 01/01/2025

Purpose:

To measure **training impact on employee performance and skill improvement**.

SECTION 1: TRAINING IMPACT ANALYSIS

Employee ID	Employee Name	Training Completed? (Y/N)	Performance Before Training (1-5)	Performance After Training (1-5)	Manager Comments
		☐ Yes ☐ No			

HR Review:

☑ Training Achieved Desired Outcome

☑ Additional Training Required

HR Representative Signature: _____ **Date:**