**Training Calendar**

Record training required by workers at the site

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| --- | --- | --- | --- | --- | --- | --- |
| Date / / | Training for (worksite) | | | | | |
| Detail of training required | Training for (numbers) | By whom | By when | Cost | Completion date | Training records updated (Y or N) |
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| Discussed by WHS Committee (or at Staff Meeting) / /  Officer signed off  Review date for plan / / | | | | | | |