SUNREN AUTOMOTIVE PVT. LTD.

Doc. No: SA/F/HRD/05
Rev. No: 00
Date:01.04.2017

TRAINING SHEET

TRAINING TOPIC :-	Awareness Training		
SUB TOPIC :-	Defect Awareness Training		
OBJECTIVE :-	To supply defect free parts.		
DEPARTMENT :-	QA	LOCATION :	Bonjo QA Gate
TRAINING DATE :-	31/07/24	TIME DURATION :-	15 Mins
TRAINER :- Amit		SIGNATURE :-	Amit

POINTS :-

1) Material should be checked as per defined defect Matrix.
2) Defect should not slip & pass on to the customer.
3) In case of any issue. it should be report to the supervisor / QC Engineer.

Attendance Sheet

S.NO	EMPLOYEE NAME	EMPLOYEE CODE/ DEPARTMENT	SIGNATURE	TRAINING EFFECTIVENESS
01	Sandeep	QC	Sandeep	
02	Anil	QC	Anil	
03	Rathi	QC	Rathi	
04	Amit	QC	Amit	
05	Puneet	QC	Puneet	
06	Rahul	QC	Rahul	
07	Sonu	QC	Sonu.	

APPRAISAL FOR PERSONNEL :-
5-EXCELLENT, 4-VERY GOOD, 3-GOOD, 2-AVERAGE, 1-POOR

REMARKS :-

PREPARED BY :- Amit

APPROVED BY :-