

## Training Evaluation for Trainees

Title of Training: **Employee Manual And Company Orientation**

Date: **December 2, 2025**

Name of Trainee: **Catherine Pardines**

Facilitator: **Rob Sampang**

*Instruction: Please put a ✓ on the box for your rating.*

TOPIC: EMPLOYEE MANUAL	UNSATISFACTORY	NEEDS IMPROVEMENT	SATISFACTORY	VERY SATISFACTORY	OUTSTANDING
Understanding of Key Concepts				✓	
Retention of Information				✓	
Contribution to Discussion				✓	
Participation in SLEs				✓	
Receptive to Feedback				✓	
Assessment Score				✓	

TOPIC: COMPANY CHARACTER	UNSATISFACTORY	NEEDS IMPROVEMENT	SATISFACTORY	VERY SATISFACTORY	OUTSTANDING
Understanding of Key Concepts				✓	
Retention of Information				✓	
Contribution to Discussion				✓	
Participation in SLEs				✓	
Receptive to Feedback				✓	
Assessment Score				✓	

TOPIC: NATURE OF BUSINESS	UNSATISFACTORY	NEEDS IMPROVEMENT	SATISFACTORY	VERY SATISFACTORY	OUTSTANDING
Understanding of Key Concepts				✓	
Retention of Information				✓	
Contribution to Discussion				✓	
Participation in SLEs				✓	
Receptive to Feedback				✓	
Assessment Score				✓	

TOPIC: INTERNAL STRUCTURE	UNSATISFACTORY	NEEDS IMPROVEMENT	SATISFACTORY	VERY SATISFACTORY	OUTSTANDING
Understanding of Key Concepts				✓	
Retention of Information				✓	
Contribution to Discussion				✓	
Participation in SLEs				✓	
Receptive to Feedback				✓	
Assessment Score				✓	



## Training Evaluation for Trainees

TOPIC: SYSTEMS AND PROCEDURES	UNSATISFACTORY	NEEDS IMPROVEMENT	SATISFACTORY	VERY SATISFACTORY	OUTSTANDING
Understanding of Key Concepts				✓	
Retention of Information				✓	
Contribution to Discussion				✓	
Participation in SLEs				✓	
Receptive to Feedback				✓	
Assessment Score				✓	