|  |  |  |  |
| --- | --- | --- | --- |
| **Employee Training Schedule** | | |  |
|  |
|  |  |  |  |
| **TRAINING COURSES** | **DAY #** | **DATE AND TIME** | **# OF HOURS** |
| **PENSION TRAINING** | | | |
| - Pension Components |  |  |  |
| - Pension Educator |  |  |  |
| **TOTAL NUMBER OF HOURS** | | | **0** |
| **GENERAL LECTURE** | | | |
| - Basic Training Module 1 |  |  |  |
| - Basic Training Module 2 |  |  |  |
| **TOTAL NUMBER OF HOURS** | | | **0** |
| **TRAINING PASSPORT** | | | |
| - New Learner Training |  |  |  |
| - Eligibility Training |  |  |  |
| - Census Training |  |  |  |
| **TOTAL NUMBER OF HOURS** | | | **0** |
| - Distributions and Forfeitures Training |  |  |  |
| - Takeover Training |  |  |  |
| - Allocation Training |  |  |  |
| **TOTAL NUMBER OF HOURS** | | | **0** |
| - Transaction Processing |  |  |  |
| - Compliance Training |  |  |  |
| - Managing System Activity |  |  |  |
| **TOTAL NUMBER OF HOURS** | | | **0** |
| - Web Training |  |  |  |
| - Daily Valuation |  |  |  |
| - Loan Training |  |  |  |
| **TOTAL NUMBER OF HOURS** | | | **0** |
| **GRAND TOTALS** | **TOTAL NUMBER OF DAYS: [NUMBER] Days** |  | **0** |