**Training Record**

**Example**

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| Date of training | Person trained | Training carried out | Trained by | Signature of trainee |
| 16/06/22 | Ann Smith | Induction and CookSafe Rules | Linda Owner | Ann Smith |
| 08/08/22 | Pete Brown | CookSafe refresher | Linda Owner | Pete Brown |
| 22/08/22 | Ann Smith | Elementary Food Hygiene | Forth Valley College | Ann Smith |

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| Date of training | Person trained | Training carried out | Trained by | Signature of trainee |
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