

## CHARLTON MUSGROVE PARISH COUNCIL TRAINING & DEVELOPMENT LOG

Purpose : To provide an 'at a glance' reference for all courses / events attended.

To be maintained as a complete record of all Training & Development courses, forms part of employee's performance appraisal records.

Course Name & Training Body	Date Completed	Cost of Course	Objectives	Qualification(s) Gained	Signed by (Employee)