

Induction Training Attendance Sheet

Project:

Company/Contractor:

Date: **Time:** **to** , **Total Training Minutes:**

The following safety topics have been made understood by us in respect of Safety at project

1 OHSE rules at project site	6 Ladder & scaffold safety
2 Housekeeping	7 Importance of PPE & its use
3 Reporting of Hazards	8 First Aid & Fire prevention
4 Electrical safety	9 Welding & Gas cutting
5 Safety while work at height	

S. No.	Name	Age/Sex	Designation	Signature
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
16				
17				
18				
19				
20				

Total number of inducted workmen: _____
Cumulative number of inducted workmen: _____

Conducted by: Name & Signature: _____