|  |  |
| --- | --- |
| 1. ***Company Scheme Name:***
 |  |
| 1. ***Name of Trainee:***
 |  |
| 1. ***Training Scheme Year 1***
 |
| 1. ***Date of Scheme Initial Meeting:***
 |  |
| 1. ***Aims and Objectives for Year 1*** (cross-reference to Company Training Manual)
 |
|  |
| 1. ***Action Plan to achieve objectives***
 |
|  |
| 1. ***Sign-off at Start of Year 1***
 |
| The trainee has been advised of this year’s programmeC:\Users\mike.collins\Desktop\M.A Collins CGeol Stamp.jpg**signature**:[Chartership Mentor] [Chartership stamp]**print name**: ………………………………………**date**: ……………………………… | I understand and will follow my training programme**signature**:[Trainee Geologist]**print name**: ………………………………………**date**: ……………………………… |

***Please do NOT expand these boxes. Detailed records of all CPD should be kept separately***

|  |
| --- |
| 1. ***Brief Summary of this Year’s Training Achievements***
 |
|  |
| 1. ***Brief Summary of Independent Learning***
 |
|  |
| 1. ***Brief Reflection on what was, and what was not, achieved***
 |
|  |
| 1. ***Sign-off at End of Year 1***
 |
| The trainee has satisfactorily completed this year’s programme,subject to the notes, if any, at the end of this formC:\Users\mike.collins\Desktop\M.A Collins CGeol Stamp.jpg**signature**:[Chartership Mentor] [Chartership stamp]**print name**: ………………………………………**date**: ……………………………… | **signature**:[Trainee Geologist]**print name**: ………………………………………**date**: ……………………………… |
| 1. ***Proposed Next Meeting Date:***
 |  |
| 1. ***Notes:***
 |

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| 1. ***Training Scheme Year 2***
 |
| 1. ***Date of Initial Meeting:***
 |  |
| 1. ***Aims and Objectives for Year 2*** (cross-reference to Company Training Manual)
 |
|  |
| 1. ***Action Plan to achieve objectives***
 |
|  |
| 1. ***Sign-off at Start of Year 2***
 |
| The trainee has been advised of this year’s programmeC:\Users\mike.collins\Desktop\M.A Collins CGeol Stamp.jpg**signature**:[Chartership Mentor] [Chartership stamp]**print name**: ………………………………………**date**: ……………………………… | I understand and will follow my training programme**signature**:[Trainee Geologist]**print name**: ………………………………………**date**: ……………………………… |

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| --- |
| 1. ***Brief Summary of this Year’s Training Achievements***
 |
|  |
| 1. ***Brief Summary of Independent Learning***
 |
|  |
| 1. ***Brief Reflection on what was, and what was not, achieved***
 |
|  |
| 1. ***Sign-off at End of Year 2***
 |
| The trainee has satisfactorily completed this year’s programme,subject to the notes, if any, at the end of this formC:\Users\mike.collins\Desktop\M.A Collins CGeol Stamp.jpg**signature**:[Chartership Mentor] [Chartership stamp]**print name**: ………………………………………**date**: ……………………………… | **signature**:[Trainee Geologist]**print name**: ………………………………………**date**: ……………………………… |
| 1. ***Proposed Next Meeting Date:***
 |  |
| 1. ***Notes:***
 |

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| 1. ***Training Scheme Year 3***
 |
| 1. ***Date of Initial Meeting:***
 |  |
| 1. ***Aims and Objectives for Year 3*** (cross-reference to Company Training Manual)
 |
|  |
| 1. ***Action Plan to achieve objectives***
 |
|  |
| 1. ***Sign-off at Start of Year 3***
 |
| The trainee has been advised of this year’s programmeC:\Users\mike.collins\Desktop\M.A Collins CGeol Stamp.jpg**signature**:[Chartership Mentor] [Chartership stamp]**print name**: ………………………………………**date**: ……………………………… | I understand and will follow my training programme**signature**:[Trainee Geologist]**print name**: ………………………………………**date**: ……………………………… |

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| --- |
| 1. ***Brief Summary of this Year’s Training Achievements***
 |
|  |
| 1. ***Brief Summary of Independent Learning***
 |
|  |
| 1. ***Brief Reflection on what was, and what was not, achieved***
 |
|  |
| 1. ***Sign-off at End of Year 3***
 |
| The trainee has satisfactorily completed this year’s programme,subject to the notes, if any, at the end of this formC:\Users\mike.collins\Desktop\M.A Collins CGeol Stamp.jpg**signature**:[Chartership Mentor] [Chartership stamp]**print name**: ………………………………………**date**: ……………………………… | **signature**:[Trainee Geologist]**print name**: ………………………………………**date**: ……………………………… |
| 1. ***Proposed Next Meeting Date:***
 |  |
| 1. ***Notes:***
 |

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| --- |
| 1. ***Training Scheme Year 4***
 |
| 1. ***Date of Initial Meeting:***
 |  |
| 1. ***Aims and Objectives for Year 4*** (cross-reference to Company Training Manual)
 |
|  |
| 1. ***Action Plan to achieve objectives***
 |
|  |
| 1. ***Sign-off at Start of Year 4***
 |
| The trainee has been advised of this year’s programmeC:\Users\mike.collins\Desktop\M.A Collins CGeol Stamp.jpg**signature**:[Chartership Mentor] [Chartership stamp]**print name**: ………………………………………**date**: ……………………………… | I understand and will follow my training programme**signature**:[Trainee Geologist]**print name**: ………………………………………**date**: ……………………………… |

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| --- |
| 1. ***Brief Summary of this Year’s Training Achievements***
 |
|  |
| 1. ***Brief Summary of Independent Learning***
 |
|  |
| 1. ***Brief Reflection on what was, and what was not, achieved***
 |
|  |

*Continued on next page*

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| 1. ***Review of Overall Progress Achieved at completion of Year 4 against your Training Programme***
 |
| **Have all required outcomes been achieved?** |  |
| **If not, what is outstanding** |  |
| **What actions need to be implemented to rectify any shortfall?** |  |
| 1. ***Sign-off at End of Year 4***
 |
| The trainee has satisfactorily completed this year’s programme,subject to the notes, if any, in Section 4.9, aboveC:\Users\mike.collins\Desktop\M.A Collins CGeol Stamp.jpg**signature**:[Chartership Mentor] [Chartership stamp]**print name**: ………………………………………**date**: ……………………………… | **signature**:[Trainee Geologist]**print name**: ………………………………………**date**: ……………………………… |

|  |
| --- |
| 1. ***Record of shortfall items in 4.9 now completed***
 |
| **Item** | **Date completed** |
|  |  |
| 1. ***Sign-off on Final Completion***
 |
| The trainee has satisfactorily completed the Company’s Training Scheme and a completion Certificate will be issuedC:\Users\mike.collins\Desktop\M.A Collins CGeol Stamp.jpg**signature**:[Chartership Mentor] [Chartership stamp]**print name**: ………………………………………**date**: ……………………………… | **signature**:[Trainee Geologist]**print name**: ………………………………………**date**: ……………………………… |

This certifies that

# [Member Name]

has completed the

# [Organisation Name]

Training Scheme for Geologists\*

\*as Accredited by the Geological Society of London

On behalf of the Geological Society:

Signed: Date: Signed: Date:

Names J CS Talbot & J W Gaskarth

 Vice-President, Chartership & Chartership Officer

Signed: Date:

Name:

# on behalf of [Organisation Name]