|  |  |  |
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| 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 programme  C:\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 form  C:\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 programme  C:\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 form  C:\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 programme  C:\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 form  C:\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 programme  C:\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*** |
|  |

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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, above  C:\Users\mike.collins\Desktop\M.A Collins CGeol Stamp.jpg  **signature**:  [Chartership Mentor] [Chartership stamp]  **print name**: ………………………………………  **date**: ……………………………… | | **signature**:  [Trainee Geologist]  **print name**: ………………………………………  **date**: ……………………………… |

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| --- | --- | --- |
| 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 issued  C:\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 SocietyBD21315_:

Signed: Date: Signed: Date:

Names J CS Talbot & J W Gaskarth

Vice-President, Chartership & Chartership Officer

Signed: Date:

Name:

# on behalf of [Organisation Name]