Personnel

Training



Training

Every employee must have the ability, training, experience and the appropriate qualifications to carry out the tasks assigned to him/her. Tasks and duties must be clearly defined

REQUIRED TRAININGS:

- A. Good Manufacturing Practices
- B. Work Related Skills



Why Personnel Train?

- To know the company's goals and objectives
- 2. To know his/her <u>specific duties and</u> <u>responsibilities.</u>



- 3. To know what are **expected from him/her**.
- 4. To know how to do things the <u>right way.</u>
 (doing things right the first time and every time!)



Training...







Where?



Internal

Orientation Training

On-the-Job Training

Refresher Training

Where?



External





Thank You

