

# Stanford University Group Training Documentation

Per Cal/OSHA and University policy, any health and safety training provided shall be documented. Training records shall be maintained for at least one year. Contact EH&S at 723-0448 or visit <https://ehs.stanford.edu/> for any health and safety training questions.

<b>Title of Training:</b> _____	<b>Date:</b> _____
<b>Location:</b> _____	<b>Training Time/Duration:</b> _____
<b>Reason for Training:</b> _____	
<b>Regulation Required:</b> <u>Y/N</u> If yes, please indicate regulation: _____	
<b>Summary of Topics Covered:</b> _____	
<b>Training Aids Used:</b> _____	
<b>Instructor (printed name and department):</b> _____	
<b>Instructor's Signature:</b> _____	<b>Date:</b> _____

	Printed Name (please print legibly)	Signature	SU ID Number	Department
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