Training Summary

Property Name	
Property Contract Number	
Owner Name	
Managing Agent Name	
Date of Analysis	
Reviewer Name	

This form should be used to analyze the training for staff involved in site operations.

Training Source/Type	Staff Who Attends	Frequency
	Training	(W)eekly,(M)onthly ,(Q)uarterly,
		(A)nnually)
On Site Training	Home Office	
On Site Training	Regional Manager	
On Site Training	Site Manager	
On Site Training	Assistant Manager	
On Site Training	Compliance Manager	
On Site Training	Maintenance Staff	
On Site Training	Service Coordinator	
On Site Training	Other	
HUD Seminars	Home Office	
HUD Seminars	Regional Manager	
HUD Seminars	Site Manager	
HUD Seminars	Assistant Manager	
HUD Seminars	Compliance Manager	
HUD Seminars	Maintenance Staff	
HUD Seminars	Service Coordinator	
HUD Seminars	Other	
Energy Conservation	Home Office	
Energy Conservation	Regional Manager	
Energy Conservation	Site Manager	
Energy Conservation	Assistant Manager	
Energy Conservation	Compliance Manager	
Energy Conservation	Maintenance Staff	
Energy Conservation	Service Coordinator	
Energy Conservation	Other	



Training Summary

Industry/Asses Tusining	Home Office
Industry/Assoc Training	Home Office
Industry/Assoc Training	Regional Manager
Industry/Assoc Training	Site Manager
Industry/Assoc Training	Assistant Manager
Industry/Assoc Training	Compliance Manager
Industry/Assoc Training	Maintenance Staff
Industry/Assoc Training	Service Coordinator
Industry/Assoc Training	Other
Local Colleges	Home Office
Local Colleges	Regional Manager
Local Colleges	Site Manager
Local Colleges	Assistant Manager
Local Colleges	Compliance Manager
Local Colleges	Maintenance Staff
Local Colleges	Service Coordinator
Local Colleges	Other
Other (Specify)	Home Office
Other (Specify)	Regional Manager
Other (Specify)	Site Manager
Other (Specify)	Assistant Manager
Other (Specify)	Compliance Manager
Other (Specify)	Maintenance Staff
Other (Specify)	Service Coordinator
Other (Specify)	Other

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