

James Walker	Training	Date: Feb 04, 2025	Rev: 15	Page: Page 1 of 2	Document No: FMP 30 Approved by: C. Hainsworth
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REASON FOR UPDATE: Archive of Form F415

ASSOCIATED DOCUMENTS: F-form Ref: [F068](#), [F075](#), [F139](#), [F011](#), [F012](#), [F066](#), [F140](#), [F072](#), [F141](#), [F237](#), [F370](#), [F416](#), [F506](#) and [F514](#)

QPD Ref: [QPD 50](#)

1. **PURPOSE**

1.1 To provide a documented procedure for the training process.

2. **SCOPE**

2.1 This document applies to all those involved in the training process.

3. **RESPONSIBILITY**

3.1 The HRBP – Learning and Development is responsible for updating and communicating the details within this procedure.

4. **PROCEDURE**

4.1 See flow chart on following page

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