

Training Effectiveness Check

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EMPLOYEE _____

TRAINING TOPIC _____

EVALUATOR _____

EVALUATION DATE _____

RATE EACH ITEM

1 = needs coaching 2 = inconsistent 3 = meets expectation 4 = strong 5 = can coach others

1. Explains the key hazards in their own words	1	2	3	4	5
2. Selects and uses required controls / PPE correctly	1	2	3	4	5
3. Follows the safe work sequence without prompting	1	2	3	4	5
4. Recognizes when conditions have changed	1	2	3	4	5
5. Knows when to stop work and ask for help	1	2	3	4	5
6. Can locate site-specific procedures / emergency information	1	2	3	4	5

OBSERVED GAPS / COACHING PROVIDED

- ☐ Effective - no additional action
- ☐ Follow-up coaching scheduled
- ☐ Retraining required