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| **CONTRACTOR ORGANIZATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **CONTRACT NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | **Employee’s Name****(a)** | **1st****Requested Training Date****(b)** | **2nd****Requested Training Date****(b1)** | **DPSS USE ONLY** | **Comments** |
| **Scheduled Training Date(s)****(c)** | **Successful/Passed** (Scored at least 70%)(✓)**(d)** | **Unsuccessful/Failed** (Scored below 70%)(✓)**(e)** | **Staff Initials****(f)** | **Date****(g)** |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |
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| **Successful: Number ( XX ) of staff attended and completed training "PASSED" (The Passing score is 70% to get credit for the training).** |
| **Unsuccessful: Number ( X ) of staff attended and "FAILED" the Civil Rights Training (Staff must re-take training).** |
| **No Shows, penalties may apply.**  |

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