Vocational Plan On-the-Job Training Agreement

Washington State Department of Labor & Industries

PO Box 44169
Olympia WA 98504-4168

Fax: 360-902-6787

Worker Information

Worker Name	Claim Number

Training Information

Training Site Name			

Training Site Address	City	State	Zip Code

Contact Person Name	Position

Trainer Name	Position

Work Position	DOT Number

Training Hours

Wages (show progression and dates of increase if any)

On-the-Job Training Agreement Start Date	On-the-Job Training Agreement End Date

Training Purpose (brief statement)

Description of Job

Learning Objectives — Identify class/course or experiential learning dates and itemize skills to be acquired for each period. Go to page 3 to add more Learning Objectives.

Learning Objective Start Date	Learning Objective End Date

Trainee will learn:

Learning Objective Start Date	Learning Objective End Date

Trainee will learn:

Learning Objective Start Date	Learning Objective End Date

Trainee will learn:

Attach Accountability Agreement (F280-016-000) to vocational plan for trainee responsibilities.

Training provider agrees to:

A. Provide training to enable the trainee to acquire skills outlined in the learning objectives identified above.

B. Maintain daily attendance records on behalf of trainee's proposed training agreement during the period of training.

C. Complete a monthly performance report provided by the vocational provider.

D. Inform the vocational provider of any difficulties that the trainee has in performing the training, including attendance, physical capacity, motivation, or aptitudes.

The trainer does not guarantee employment and reserves the right to terminate the trainee according to the company's personnel policies.

Signatures

Trainee's Printed Name	Claim Number
Trainee's Signature	Date
Trainer's Printed Name	Trainer's Phone Number
Trainer's Signature	Date
Vocational Provider's Printed Name	Provider Number
Vocational Provider's Signature	Date

Worker Name	Claim Number

Learning Objective Start Date	Learning Objective End Date
Trainee will learn:	

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