

## Common Induction Standards – Progress Log

### Standard Two – Personal Development

CIS Ref	Workbook Question Number	Outcome Referred		Outcome Met	
		Details of further action required	Date further action met	Signed <i>(Manager/Supervisor/Trainer)</i>	Date
2.1.2 2.1.3 2.2.2 <b>WS</b>	1				
2.1.2 2.1.3 2.2.2	2				
2.2.1 2.5.2	3				
2.3.1 2.3.2	4				
2.3.1 2.3.2	5				
2.3.3 2.4.1 2.4.2 2.4.3 2.5.2 2.5.3	6				

CIS Ref	Workbook Question Number	Outcome Referred		Outcome Met	
		Details of further action required	Date further action met	Signed (Manager/Supervisor/Trainer)	Date
2.3.2 2.3.3 2.4.1 2.4.2 2.4.3 2.5.2 2.5.3	7				
2.3.3 5.5.3 5.5.4 <b>WS</b>	8				
2.3.3 2.4.1 2.4.2 2.4.3 2.5.2 2.5.3	9				
2.5.1 2.5.3	10				

**WS** = *Workplace Specific*

### Line Manager/Supervisor/Trainer Standard Two Sign Off

I can confirm that the learner has met all the requirements of this standard and the evidence provided is valid, authentic, reliable, current and sufficient.

<b>Line Manager/Supervisor/Trainer Name:</b>	
<b>Line Manager/Supervisor/Trainer Signature:</b>	
<b>Date:</b>	