



ROYAL CIVIL SERVICE COMMISSION

ROYAL GOVERNMENT OF BHUTAN

FORM 7/A

TRAINING REPORT & FEEDBACK FORM (for STT)

.....

..... (address to the respective Working Agency)

Sir/Madam,

As per the Letter of Award No. dated,
the undersigned has successfully completed the STT as detailed below:

Name of the Course :

Institute & Country :

Start & End Date :

Duration :

Funding Agency :

I hereby, would like to report as on (DD/MM/YYYY). Please
find the following as attachment:

1. Training report

Training Report shall include the following:

- a. Describe courses/subjects covered during the training); and
- b. Propose how the knowledge and skills gained from the course can be utilized to further improve the effective delivery of services of your Agency.

2. Certificate, if applicable

3. Feedback on Institute and course. Feedback shall be on the following:

- a. Relevance and application/practicality of the course;
- b. Rigour of the course;
- c. Quality of the Institute;
- d. Quality of the resource person;
- e. If you would recommend the Institute and the course; and
- f. Any other observations or recommendations



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Thanking you

Yours faithfully,

Signature

Name :

EID No. :

Position Title :

Agency :