**Training Field Monitor’s (TFM) Daily Report**

**Name of Training Field Monitor:**

**Reporting District:**

**Report Date:**

**Report Time:**

**Number of trainees need to present per batch in each day training:** Minimum 30 trainees

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Reporting Topics** | **Status** | | **Detail Explanation if any deviation found and how managed** | **Remarks** | | | |
| **Report Time (within 01 hour of finishing each day training)** | | | | | | | | |
| 1 | Training start time |  | |  |  | | | |
| 2 | Number of trainee present |  | |  | Male |  | Female |  |
| 3 | Number of trainees Absent |  | Male: | Reason: | | | | |
| Female: |
| 4 | Number of Trainer present |  | |  | Male |  | Female |  |
| 5 | Name of Trainer | 1 |  | | | | | |
| 2 |  | | | | | |
| 6 | Number of Topics/Session covered today |  | |  |  | | | |
| 7 | Name of Topics/Session coved today | 1 |  | | | | | |
| 2 |  | | | | | |
| 3 |  | | | | | |
| 4 |  | | | | | |
| 8 | Training end time |  | |  |  | | | |