**Monthly (Consecutive two Batches) Report of Training Field Coordinator (TFC)**

**Name of Training Field Coordinator:**

**Report Month: Number of Batch Completed:**

**Report Date:**

**Number of trainees need to complete training in each batch:** Minimum 30 Trainees

**Number of batches need to complete in each month:** Minimum 32 Batches

**Number of trainees need to complete training in each month:** Minimum 960 Trainees

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Reporting Topics** | **Status** | **Detail Explanation if any deviation found and how managed** | **Remarks** |
| **Report Time (Last day after completing two batches)** |
| 1 | Total number of batches completed in reporting month |  |  |  |
| 2 | Total number of trainees present in each month |  |  | Male |  | Female |  |
| 3 | Average number of trainees present in each batch training |  |  | Male |  | Female |  |
| 4 | Number of trainer conducted training in reporting month |  |  | Male |  | Female |  |
| 5 | Number of Topics/Session covered for each batch online training |  |  |  |