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Green Bhutan Corporation Limited
(State Owned Enterprise)
Semtokha, Thimphu
"Green is a way of life"



Training Nomination Form

1. Employee Details

- a. Name :
- b. Employee ID No. :
- c. Position Title & Level :
- d. Unit/Division :
- e. Date of Appointment :

2. Details of Training to be undertaken:

- a. State if the training is as per training need identification: YES/NO
- b. Short Term or Long Term :
- c. Course Title :
- d. Institute, City, Country :
- e. Course commencement date and duration :
- f. Funding Agency :

3. Why is this training needed? (What specific business goal or performance problem are you trying to address?)

- a.
- b.
- c.

4. What is the training objective? (What do you hope to achieve?) State the knowledge, skills or attitude to be acquired

- a.
- b.

c.

5. What are expected results of the proposed training? (Clearly state to what extent the proposed training will contribute towards performance improvement of the department/division).

a.

b.

c.

Date:

(Signature of the Employee)

Recommendations of the Supervisor:

i) Give reasons for nominating the particular candidate:

ii) Description of the use of this training to the company:

Date:

Signature of the Supervisor:

Name & Position Title:

Comments of the HR Manager: (The HR Manager shall attach the details of the past training undertaken by the employee in GBCL)

Date:

HR Manager

Approval of the CEO:

Date:

Chief Executive Officer

