

 TRITON Touching Lives Mining India	TRITON VALVES LIMITED		Document No:	TVL-BP-33
	IATF 16949:2016		Issue No/Date:	01 / 02.11.2017
IATF 16949: 2016	BUSINESS PROCESS		Revision Date:	09/20.05.2026
7.2	PROCESS FOR INDUCTION TRAINING, ON-JOB/MULTISKILL TRAINING PROCESS (EXISTING WORKMEN/TRAINEEES/NEW CASUALS), CLASSROOM TRAINING PROCESS (STAFF, WORKMEN & TRAINEES)		Page No.:	01 of 09

01. Purpose:

Covers all the training aspects like determining the Competence, Identifying Need, Training Scheduling, Training conduct, Effectiveness Evaluation, Maintaining Training records for all personnel performing work affecting conformity to product requirements

02. Scope:

Applicable for all areas of Triton Valves Limited

03. Process Owner:

Head - Technical Training

04. Risk and Opportunity Matrix

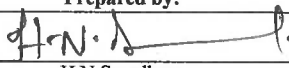
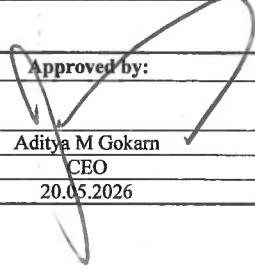
Sl. No	Description of Risk and Opportunity	R/O	Actions Identified	Effectiveness of Action Taken	Responsibility
Refer Risk Assessment No. TVL/ROA/23					

05. Monitoring, Measurement and Related performance Indicators

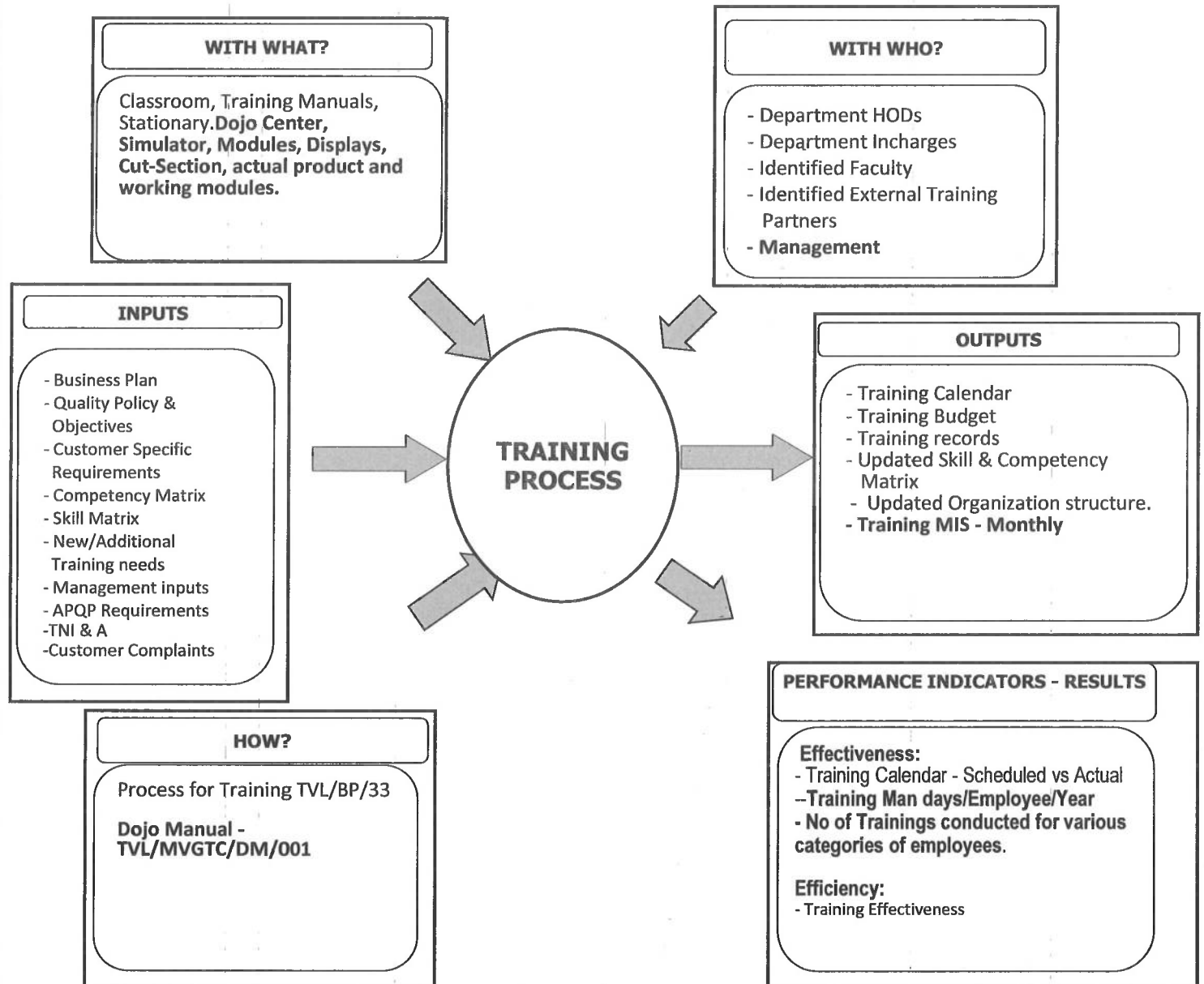
Details of Monitoring, Measurement and performance indicators	Category	Review Frequency	Responsibility
Training Planned vs Actual - 90%	Process	Every Month	Head - Technical Training
Training Man days/Employee/Year 2 Mandays.	Process	Every Month	Head - Technical Training
Training Effectiveness - >80%	Process	Whenever Skill Development Program Conducted	Head - Technical Training

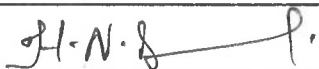
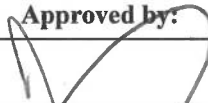
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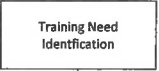
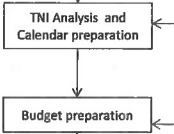
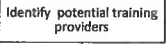
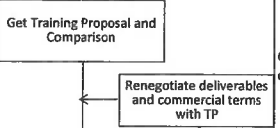
Documented Information Reference Number:	Documented Information Title:	Retention Period	Retention responsibility	Storage Medium
L4-PA-04	Training Attendance	3 years	HR	Hard/Soft Copy
L4-PA-07	Individual Training Record	Till end of employee's term with organisation	HR	Hard/Soft Copy
REFER L4-MR-56-PA LIST OF RECORDS				

Prepared by:		Approved by:
Signature:		
Name:	H N Sreedhara	Aditya M Gokarn
Designation:	MR	CEO
Date:	20.05.2026	20.05.2026

 TRITON Touching Lives. Moving India.®	TRITON VALVES LIMITED	Document Ref. No:	TVL/BP/33
	IATF 16949 : 2016	Issue No/Date	01 / 02-11-2017
IATF 16949: 2016	BUSINESS PROCESS	Rev No/Date	09/20.05.2026
7.2	PROCESS FOR INDUCTION TRAINING, ON-JOB / MULTISKILL TRAINING PROCESS (EXISTING WORKMEN/TRAINEES/NEW CASUALS), CLASSROOM TRAINING PROCESS (STAFF, WORKMEN & TRAINEES)	Page No	02 of 09



	Prepared by:	Approved by:
Signature:		
Name:	H N Sreedhara	Aditya M Gokarn
Designation:	MR	CEO
Date:	20.05.2026	20.05.2026

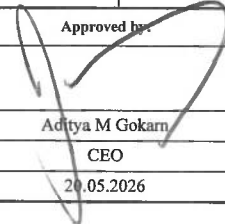
 TRITON Building Lives, Moving India		TRITON VALVES LIMITED IATF 16949 : 2016 BUSINESS PROCESS				Document No: TVL/BP/33
IATF 16949: 2016 7.2		CLASSROOM TRAINING PROCESS (STAFF, WORKMEN & TRAINEES)				Issue No / date: 01 / 02.11.2017
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Sl. No	Input	Responsibility	Process	Details	Out Put	Documented Informtion Reference
1	a) Customer Specific Requirements b) Competency Matrix (HR/CM/___) c) Skill Matrix (HR/SM/___) d) New/Additional Training needs, (L4-PA-9) e) Management inputs f) APQP Requirements g) Customer Complaint	a) Customer, TVL SPOC to customer. b) HODs c) Management Team d) HOD - R&D e) HOD-Quality		1. Collect training needs, segregate it to identify common and specific needs. a) Periodic revision of Skill & Competency Matrix and through electronic communication with concerned HODs. B) New training needs to be communicated by HOD through L4-PA-1 with clear information of need for the new skill/competency, area of application and measurable benefits which is done once a year.	Training Need Identification & Analysis Matrix (TNI/TNA Matrix)	L4-PA-1
2	TNI Matrix (L4-PA-1)	Head - Technical Training		2a) Prepare Training Calendar 2b) Prepare Training Budget 1. Identify target group for each identified training need. 2. Identify no. of programs to be conducted in the specified period to fulfill training needs 3. Present to Management (HOD-HR) for approval	Draft Training Calendar Training Budget proposal	L4-PA-2 (DRAFT)
3	Draft Training Calendar Training Budget proposal	Head - Technical Training		3) Present the calendar and budget proposal to Top Management.	Approved Training Calendar. Budget	L4-PA-2 (APPROVED) Budget Document
4	Training Calendar	Head - Technical Training		4) Identify internal training programs.	List of Internal training programme	L4-PA-2
5	Topic/Subject for External Training	Head - Technical Training		5a) Identification of training institution that provide training in identified Topic/Subject.	Training providers, their contact	
6	List of Training Providers	Head - Technical Training Approval Support - Head HR & Director Operations		6a) Get techno-commercial proposals from training providers and assess the proposal through comparison	Training Proposals and Comparison Statement	
7	Training Proposals and Comparison Statement	Head - Technical Training Approval Support - Head HR & Director Operations		7a) Seek approval from management to finalise the training provider	Management Approval	

Signature: 

Name: H N Sreedhara

Designation: MR

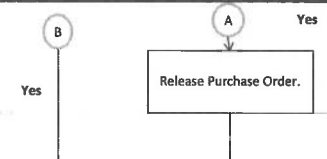
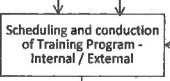
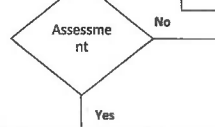
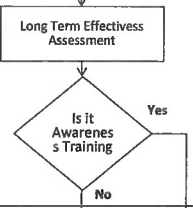
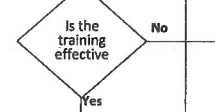
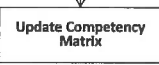
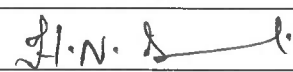
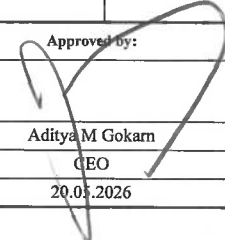
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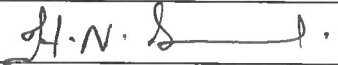
Approved by: 

Name: Aditya M Gokam

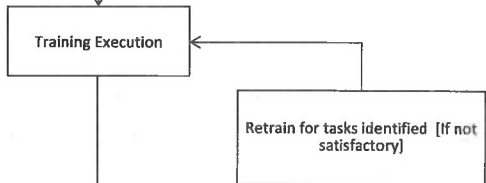
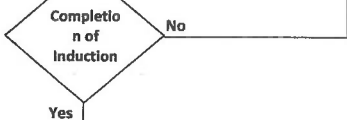
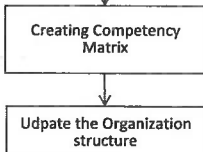
Designation: CEO

Date: 20.05.2026

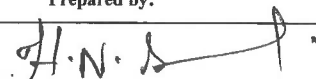
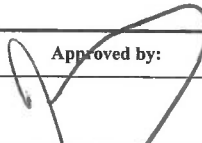
 TRITON Training & Skills Academy IATF 16949: 2016		TRITON VALVES LIMITED IATF 16949 : 2016 BUSINESS PROCESS			Document No: TVL/BP/33	
7.2		CLASSROOM TRAINING PROCESS (STAFF, WORKMEN & TRAINEES)			Issue No / date: 01 / 02.11.2017	
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S.No	Input	Responsibility	Process	Details	Out Put	Documented Information Reference
8	Management Approval	Head - Technical Training Support: Head- HR,Purchase,Finance & Director		8a) In case of new training provider, register the TP as registered vendor, raise PR, PR Approval and release of Purchase Order by Purchase team, 8b) In case of existing training provider, raise PR, PR Approval and release of Purchase Order by purchase team.	Purchase Order	Purchase Order: L4-PU-2
9	Training Calendar	Head - Technical Training		9a) Schedule training program [Internal or External] in a given month. 9b) Communication to internal or external identified faculty on the program schedule and target members about the training. 9c) Organise the training program. 9d) Feedback about the training and faculty.	Training Deputation	Training Deputation - L4-PA-3
10	Training Attendance and Feedback	Head - Technical Training		10) Training Program is conducted on the given day. 10a) Participant attendance is recorded. 10b) Feedback and training program evaluation is also recorded at the end of the program	Training Attendance & Program Participant Feedback	Attendance - L4-PA-4 Feedback - L4-PA-5
11	Pre & Post Training Assessment	Head - Technical Training		11) In case of Skill Knowledge Enhancement Program, conceptual understanding shall be validated before and after training. 11a) In case of awareness program or knowledge sharing sessions, no assessment is required.	Training effectiveness feedback	Pre/Post Training Assessment - L4-PA-17
12	Individual Training Record	Head - Technical Training		12) All records of individual training is maintained in soft copy through data base and also as hard copy as required.	Individual Training Record	L4-PA-7 & as hard copies appropriately
13	Training Effectiveness Assessment	Head - Technical Training		11) Training Effectiveness shall be assessed in long term after 3 months of completion of training	Learning effectiveness Assessment result	Training Effectiveness Assessment - L4-PA-8
14	Training Effectiveness Feedback	Head - Technical Training & HOD		Competency Matrix to be updated for particular competency covered through the training once in a financial year. For new joinees, competency matrix is updated upon probation confirmation	Updated Competency Matrix	CMX
		Prepared by:			Approved by:	
Signature:						
Name:		H N Sreedhara			Aditya M Gokarn	
Designation:		MR			CEO	
Date:		20.05.2026			20.05.2026	

 TRITON Teaching Lives, Making India		TRITON VALVES LIMITED			Document Ref.No:	TVL/BP/33
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7.2		BUSINESS PROCESS			Rev No / date:	09/20.05.2026
		MULTISKILL TRAINING PROCESS (EXISTING WORKMEN/TRAINEE/NEW CASUALS)			Page No.:	05 of 09
S.No	Input	Responsibility	Process	Details	Out Put	Documented Information Reference
1	Skill Matrix / Operator Observance Cum Skill Knowledge sheet	a) Department HOD b) Department Incharge c) HR team	Identify Skill Gap	1) Identify Skill Gaps from Skill Matrix for each workmen & trainee. 2) Add skill gap data in the TNI/TNA matrix to list out gap area with current level. 3) Those who have gained Expert & Guide level in a particular process / skill shall be considered for Multiskill training. 4) Also as per management inputs , needs will be considered for multi skill program. 5) HR team also shall involve in identifying the candidates for multi skilling	Training Need Identification & Analysis Matrix (TNI/TNA Matrix)	SMX L4-PA-1
2	TNI Matrix L4-PA-1	Department Incharge [HOD]	Prepare Department Training Plan	1. HOD/Line Incharge shall share the plan for multi skill training of their department at the beginning of financial year along with TNI. 2. Identify duration of training for each skill for an individual workmen/trainee. Scheduling training in consultation with departmental HOD. 3. HOD/ Line Incharge shall plan and manage the OJT in coordination with Training Center.	Multi Skilling Plan	L4-PA-11
3	Department Training Plan	Department Incharge/	Implementation and tracking	1. Prepare a list of tasks to be done during the training. 2. Distribute the tasks sequentially on a weekly basis. 3. List out method of evaluation of completion of each task. 4. At end of each week, evaluate as per evaluation method and indicate whether task completed satisfactorily. 5. Monitor On the Job training of all the new personnel vide L4-PR-299	OJT/Multiskill Training - Progress Sheet OJT Monitoring sheet	L4-PA-10 L4-PR-299
4	Updated OJT/Multiskill Training - Progress Sheet	Department Incharge/HOD	Is the training result satisfactory? Yes No Retrain for tasks Identified not satisfactory	Review the Progress sheet for satisfactory completion of Training. If found satisfactory, HOD to approve internal certification of workmen/trainee to operate the machine/process Evaluate the Skill / Knowledge of the trained operator through "Operator observation cum skills / knowledge Assessment sheet (L4-PA-18) The custodian of L4-PA-18 shall be the line supervisor/ HOD & the copy of the same shall be shared to Training Center.	OJT/Multiskill Training - Progress Sheet (Section 2)	L4-PA-10 L4-PA-11 L4-PA-18
5	Updated OJT/Multiskill Training - Progress Sheet (Section 2)	Head - Technical Training	Update Skill Matrix	1) The assessment to be done by HOD & the results will be jointly ratified by Training Center and respective shop HOD. 2) Inputs for updating the Skill Matrix shall be provided by HOD to training center. 3) Training Center shall update the skill matrix upon receipt of inputs from HOD & issue the copy of skill matrix to shop floor. 4) The skill matrix for Multi- Skill Training shall be updated once a year.	Updated Skill Matrix	SMX
			Prepared by:	Approved by:		
Signature:						
Name:			H N Sreedhara		Aditya M Gokarn	
Designation:			MR		CEO	
Date:			20.05.2026		20.05.2026	

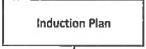
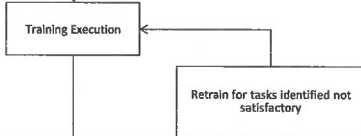
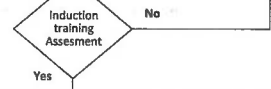
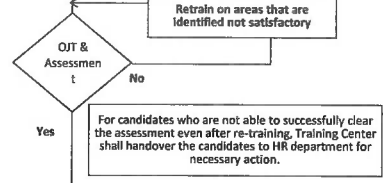
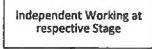
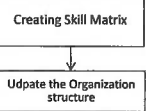
 TRITON Teaching Lives, Moving India	TRITON VALVES LIMITED IATF 16949 : 2016	Document Ref.No: TVL/BP/33	Issue No / date: 01 / 02.11.2017
IATF 16949: 2016	BUSINESS PROCESS	Rev No / date: 09/20.05.2026	Page No.: 06 of 09
7.2	INDUCTION TRAINING PROCESS (STAFF)		

S.No	Input	Responsibility	Process	Details	Out Put	Documented Information Reference
1	Completion of Joining Formalities by HR	HR Team		1) HR Department to communicate in advance [Min 3 days] through mail regarding joining of employee to training center. The details regarding name, ID no, designation, whether new position or replacement candidate have to be communicated through mail. HR department to also share information regarding new joiner to all HOD's. 2) 5 day induction schedule for new staff as per the department. The schedule shall include overview about training center, organisation, plant tour, introduction to all department & their activities both core and support functions by respective Department HOD, coordinated by Training Center. 3) Focus on HR Policies awareness by HR team, followed by check list which shall include, safety induction, HR induction, EHS & OHC training by respective team.	1) 5 Day Induction Schedule 2) Classroom Session Schedule	L4-PA-11
2	L4-PA-11	HODs & Head- Technical Training		1) The new Staff will undergo 5 days General Induction. 2) Departmental induction will be handled by respective HOD's. In case of request for coordination, Training Center will support.	1) Completed Induction Schedule 2) Induction Feedback form	L4-PA-11 L4-PA-05
3	L4-PA-11 L4-PA-05	Department Incharge/ Head - Technical Training		1) Post completion of Induction, the new staff shall prepare the Induction Report covering the departments that he/she completed induction which shall also include key take aways, equipment, infrastructure, systems, processes etc in their own words. 2) The staff shall also give completed induction feedback form along with induction report. 3) Training Center shall share the summative assessment of the staff based on the induction period. 4) Training Center shall officially communicate regarding assessment & handover of the staff after completion of Induction to the respective HOD through mail.	Induction Plan Induction Feedback Form Induction Report	L4-PA-11 L4-PA-05
4	Create Competency Matrix	Department Incharge/HOD/HR Team		1)HOD shall determine the competency requirements for the position (new employee). The competency shall be assessed by HOD and the same shall be shared to Training Center after confirmation of probation. 2) For other staffs competency shall be assessed once a year by HOD and inputs shall be forwarded to Training Center. 3) Training Center shall update the Competency Matrix and issue a copy to respective HOD. 4) HR team to Update the Organization Structure accordingly.	1) Competency Matrix 2) Organisation Structure	CMX

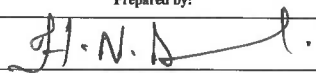
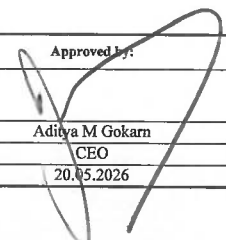
Note: Competency Matrix are created for Staff, Staff Trainees

Signature: Name: Designation: Date:	Prepared by:  H N Sreedhara MR 20.05.2026	Approved by:  Aditya M Gokarn CEO 20.05.2026
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		TRITON VALVES LIMITED			Document Ref.No:	TVL/BP/33
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7.2		BUSINESS PROCESS			Rev No / date:	09/20.05.2026
		INDUCTION TRAINING & OJT PROCESS [TRAINEE/WORKMEN/CASUALS]			Page No.:	07 of 09

S.No	Input	Responsibility	Process	Details	Output	Documented Information Reference
1	Completion of Joining Formalities by HR & handover of Trainees/WK/Casuals to training Center	HR Team		1) HR department to officially communicate regarding joining of casual / trainee / workmen cadre staff to training center in advance. All candidates to be handed over to training center by HR. Post handover of candidates, training center shall also conduct new candidate assessment before commencing induction. 2) All new casuals shall be given 1 days of Induction [Technical & Behavioral] within 3 Days of Joining at Dojo Center. 3) For trainees & workmen the Induction [Technical & Behavioral] shall be given for 4 Days after recruitment by HR & handover to T&D by HR.	1) CL/Trainee Day Induction Schedule	Training Schedule
2	Training Schedule	Head - Technical Training		1) The contents of the induction with time chart shall be available with training center. 2) Dojo sequence and process flow shall also be available with training center. 3) Candidates presence through training shall be recorded through training attendance form. 4) At the end of training program, feedback of the candidate is recorded through training feedback form.	1) Completed Induction Schedule 2) Attendance form 3) Feedback form 4) Dojo Manual	Training Schedule L4-PA-4 L4-PA-5 TVL/MVGTC/DM/001
3	L4-PA-4 L4-PA-5	Head - Technical Training		1) Post completion of induction training, each candidate is assessed for knowledge and skill at training center. 2) For CL's performance skill assessment is done either via questionnaire 3) For Trainee / Workmen cadre, performance assessment is done through written test	1) re/Post Test Questionnaire 3) Dojo Manual	L4-PA-17 TVL/MVGTC/DM/001
4	L4-PA-17 TVL/MVGTC/DM/001	Head - Technical Training & Respective Unit Incharge / Supervisor		1) Candidates who complete Dojo assessment are handed over to respective department for undergoing on-job training [OJT]. Department Incharge/HOD shall signoff the handover report and take over further activities for the employee (CL/Trainee/Workmen). 2) CL's undergo 10-15 days OJT in their respective stages under mentor & supervisor guidance. 3) Trainees / Workmen undergo 31 working Days of OJT in their respective stages under mentor and supervisor guidance. 5) Post completion of OJT period, candidates are assessed for their OJT proficiency and are rated jointly by mentor / supervisor. 6) <u>For Trainee Inspectors under OJT, certification inspection will be done by senior inspectors and appropriate records will be maintained by OAD Incharge.</u>	1) Handover Report 2) OJT Plan Casual 3) OJT Plan Trainee/Workmen 5. OJT Evaluation CL 6. OJT Evaluation Trainee/Workmen	L4-PA-20 L4-PA-10 L4-PA-11 L4-PA-19
5	L4-PA-20 L4-PA-10 L4-PA-11 L4-PA-19	Respective Unit Incharge / Supervisor		1) Post Evaluation of on job training performance, successful candidate shall be deployed for independent working. Supervisor will monitor them time to time.	Regular Monitoring of OJT candidates	L4-PR-299
6	Create Skill Matrix	Department Incharge/HOD/HR Support : Training Center		1) HOD shall determine the skill requirements for each position in coordination with HR team & Training Center. 2) Skill level of each staff is assessed once every six months through assessment question for respective process. Based on the assessment scores, the skill rating is done and the assessments is forwarded to Training Center by HOD. 3) After receiving inputs from respective HOD, Training Center shall prepare the skill matrix & issue a copy to shop floor. 4) Update the Organization Structure for each department.	1) Skill Evaluation form 2) Skill Matrix 3) Organisation Structure	L4-PA-18 SMX--

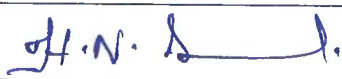
Note: Skill Matrix is created for CL, Workmen, Trainee Operators (FT, CT & TW)

Prepared by:		Approved by:	
Signature:			
Name:	H.N Sreedhara	Name:	Aditya M Gokarn
Designation:	MR	Designation:	CEO
Date:	20.05.2026	Date:	20.05.2026

TRITON VALVES LIMITED		Document Ref.No:				
IATF 16949 : 2016		Issue No / date:				
BUSINESS PROCESS		Rev No / date:				
7.2 REFRESHER TRAINING / RESKILL TRAINING [STAFF/TRAINEE/WORKMEN/CASUALS]		Page No.:				
S.No	Input	Responsibility	Process	Details	Output	Documented Information Reference
1	Intimation from HOD or Line Incharge regarding the need for refresher training or re-skill training.	HOD / Line Incharge Head - Technical Training	Intimation or Communication of Need Refresher course Identification	1) HOD to discuss and officially communicate to Training Center on the need for refresher training or re-skill training. 2) Structuring the refresher or re-skill course for the particular employee after analysing the need request.	Training Need	1) Mail Communication or New Additional Training Needs L4-PA-9
2	Mail Communication or New Additional Training Needs L4-PA-9	Head - Technical Training	Training Execution Retrain on areas that are identified not satisfactory For candidates who are not able to successfully clear the assessment even after re-training, Training Center shall handover the candidates to department HOD for necessary action.	1) The contents of the refresher or re-skill training shall be designed and delivered accordingly after consultation with respective HOD. 2) Dojo sequence and process flow shall also be available with training center. 3) Candidates presence through training shall be recorded through training attendance form. 4) At the end of training program, feedback of the candidate is recorded through training feedback form.	1) Customised Refresher Training plan. 2) Attendance form. 3) Feedback form. 4) Dojo Manual.	L4-PA-4 L4-PA-5 TVL/MVGTC/DM/001
3	L4-PA-4 L4-PA-5 TVL/MVGTC/DM/001	Head - Technical Training	Refresher Training Evaluation No Pass	1) Post completion of refresher training, each candidate is assessed for knowledge and skill proficiency at training center. 2) For CL's performance skill assessment is done either via questionnaire. 3) For Trainee / Workmen cadre, performance assessment is done through written test.	1) Post Test Questionnaire 2) Dojo Manual	L4-PA-17 TVL/MVGTC/DM/001
4	L4-PA-17 TVL/MVGTC/DM/001	Head - Technical Training & Respective Unit Incharge / Supervisor	OJT & Assessment No Yes Retrain on areas that are identified not satisfactory OJT SHALL BE UNDERTAKEN IF REQUIRED. ELSE IT WILL BE RESTRICTED TO THEORETICAL REFRESHER SESSION FOLLOWED BY DEMONSTRATION / HANDOVER	1) Candidates who complete Dojo assessment are handed over to respective department for undergoing on-job training [OJT]. Department Incharge/HOD shall signoff the handover report and take over further activities for the employee (CL/Trainee/Workmen). 2) CL's undergo 2-3 days OJT in their respective stages under mentor & supervisor guidance. 3) Trainees / Workmen undergo 5-10 Days of OJT in their respective stages under mentor and supervisor guidance. 4) Post completion of OJT period, candidates are assessed for their OJT proficiency and are rated jointly by mentor / supervisor.	1) Handover Report 2) CL/Trainee/Workmen is monitored in shop floor after completion of refresher training. 3) Respective department shall share feedback about trainee performance after completion of trainee.	L4-PA-20 OJT SHALL BE UNDERTAKEN IF REQUIRED. ELSE IT WILL BE RESTRICTED TO THEORETICAL REFRESHER SESSION FOLLOWED BY DEMONSTRATION / HANDOVER
5	L4-PA-[...]	Respective Unit Incharge / Supervisor	Independent Working at respective Stage	1) Post Evaluation of on job training performance, successful candidate shall be deployed for independent working. Supervisor will monitor them time to time.	Regular Monitoring of Re-skill or refresher training OJT candidates [as applicable]	L4-PR-299
6	Create Skill Matrix	Department Incharge/HOD/HR Support : Training Center	Creating Skill Matrix Update the Organization structure	1) HOD shall in coordination with HR team shall notify Training Center post completion of refresher training or re-skill training. 2) Skill level of re-skilled staff is assessed by training evaluation or OJT evaluation whichever is applicable for respective process. Based on the assessment scores, the skill rating is done and the assessments is forwarded to Training Center by HOD. 3) After receiving inputs from respective HOD, Training Center shall prepare the skill matrix & issue a copy to shop floor. 4) HR to Update the Organization Structure for each department in case of any change necessitated.	1) Skill Evaluation Form 2) Skill Matrix 3) Organisation Structure	L4-PA-18 SMX

Note: Skill Matrix is created for CL, Workmen, Trainee Operators (FT, CT & TW).
Competency Matrix is created for Staff, Staff trainees.

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Date:	20.05.2026

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IATF 16949:2016		BUSINESS PROCESS		Revision No./Date:	09/20.05.2026
7.2		PROCESS FOR INDUCTION TRAINING, ON-JOB / MULTISKILL TRAINING PROCESS (EXISTING WORKMEN/TRAINEES/NEW CASUALS), CLASSROOM TRAINING PROCESS (STAFF, WORKMEN & TRAINEES)		Page No.:	09 of 09
S.No	Revision No.	Date	Brief detail of amendment carried out		
1	1	29.12.2017	Based on IATF 16949 : 2016 transition audit Major NCR, Business process revised to address Competency matrix updation with specific competency		
2	2	26.11.2018	Based on IATF 16949 : 2016 transition audit Minor NCR, Business process revised to address implementation of Training effectiveness questionnaire vide L4-PA.17		
3	3	26.11.2018	To improve clarity of linkage of L4 formats with activities mentioned in Business Process		
4	4	22.09.2020	Criteria for selecting Multiskill training is defined		
5	5	29.03.2021	Updation of Organization structure added in the procedure		
6	6	28.12.2021	Added evaluation of trained operator through "Operator observation cum skills/knowledge evaluation sheet"		
7	7	27.09.2022	Added monitoring of OJT for new personnel vide L4-PR-302		
8	8	12.06.2023	Targets for Performance indicators redefined and responsibility updated		
9	9	20.05.2026	Whole Procedure is reviewed and revised to align with the present procedure being followed		
		Prepared by:		Approved by:	
Signature:					
Name:		Sreedhara HN		Aditya M Gokarn	
Designation:		MR		CEO	
Date:		20.05.2026		20.05.2026	