

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT) JHARKHAND, RANCHI**

**TRAINING EVALUATION FORM**

Course Title:-

Period of Training Form.....To.....

To help us improve the quality of training, we would appreciate your feedback. Please indicate your response to the questions below :

<b>E</b>	<b>ADEQUACY AND QUALITY OF PHYSICAL INFRASTRUCTURE</b>	
<b>i</b>	<b>Class room / Lecture hall</b>	<b>4</b>
a	Seating arrangement in the class room (Not congested- ½ mark, Ergonomic seating-1/2 mark)	1
b	Climate control facilities	1
c	Availability of Teaching Aids (LED/LCD projectors with good visibility- 1 mark, Flip chart, White board, Smart board – 1 mark)	2
<b>ii</b>	<b>EDP Laboratories</b>	<b>4</b>
a	Seating arrangement in the lab (Not congested -1/2 mark, Ergonomic seating ½ mark)	1
b	Climate control facilities	1
c	Quality and adequacy of hardware and software (Networked computers for each participant – 1 mark) Software- Licensed Windows, MS Office, IDEA, Oracle- 1 mark)	2
<b>iii</b>	<b>Library</b>	<b>5</b>
a	Adequacy of Library	2
b	Digitisation & computerization of library	2
c	Ease of use of library	1
<b>iv</b>	<b>Conference Room</b>	<b>3</b>
a	Seating Arrangement	1
b	Video Conferencing Facility	1
c	Accoustic system	1
<b>v</b>	<b>Hostel</b>	<b>6</b>
a	Quality of residential accommodation (TV in all rooms- ½ mark, AC room heater- 1 mark, Desktop computer in rooms- ½ mark, Attached bath with geyser – 1mark)	3
b	In house dining facility (Fully equipped kitchen and dining hall)	1
c	Indoor recreational facilities	1
d	Outdoor recreational facilities	1
<b>vi</b>	<b>Safety measures</b>	<b>6</b>
a	Power back up arrangements	2
b	Fire fighting Equipment	2
c	Water purification systems	2
<b>vii</b>	<b>Internet facility</b>	<b>2</b>
a	Wifi in Institute	1

b	Wifi in Hostel	1	
<b>F</b>	<b>HOUSEKEEPING AND MAINTENANCE</b>		
<b>i</b>	<b>Cleanliness</b>	<b>4</b>	
a	Teaching facility	1	
b	Hostel	1	
c	Kitchen hygiene	1	
d	Garden and external areas	1	
<b>ii</b>	<b>Daily maintenance and upkeep of equipments</b>	<b>2</b>	
<b>iii</b>	<b>Transport facility</b>	<b>2</b>	
<b>iv</b>	<b>Arrangements for Emergency Services</b>	<b>2</b>	
<b>G</b>	<b>FEEDBACK FROM USERS</b>		
<b>i</b>	<b>Average participants feedback score for general courses</b>	<b>5</b>	
a	Training	4	
b	Infrastructural facilities and arrangements	1	
<b>ii</b>	<b>Average participants Feedback score for EDP courses</b>	<b>5</b>	
a	Training	4	
b	Infrastructural facilities and arrangements	1	

Name of the Participant:-  
(IN CAPITAL LETTERS)

Designation:-

Office:-

Section:-

Sector:-

Signature of Participant:

Thank you for your feedback