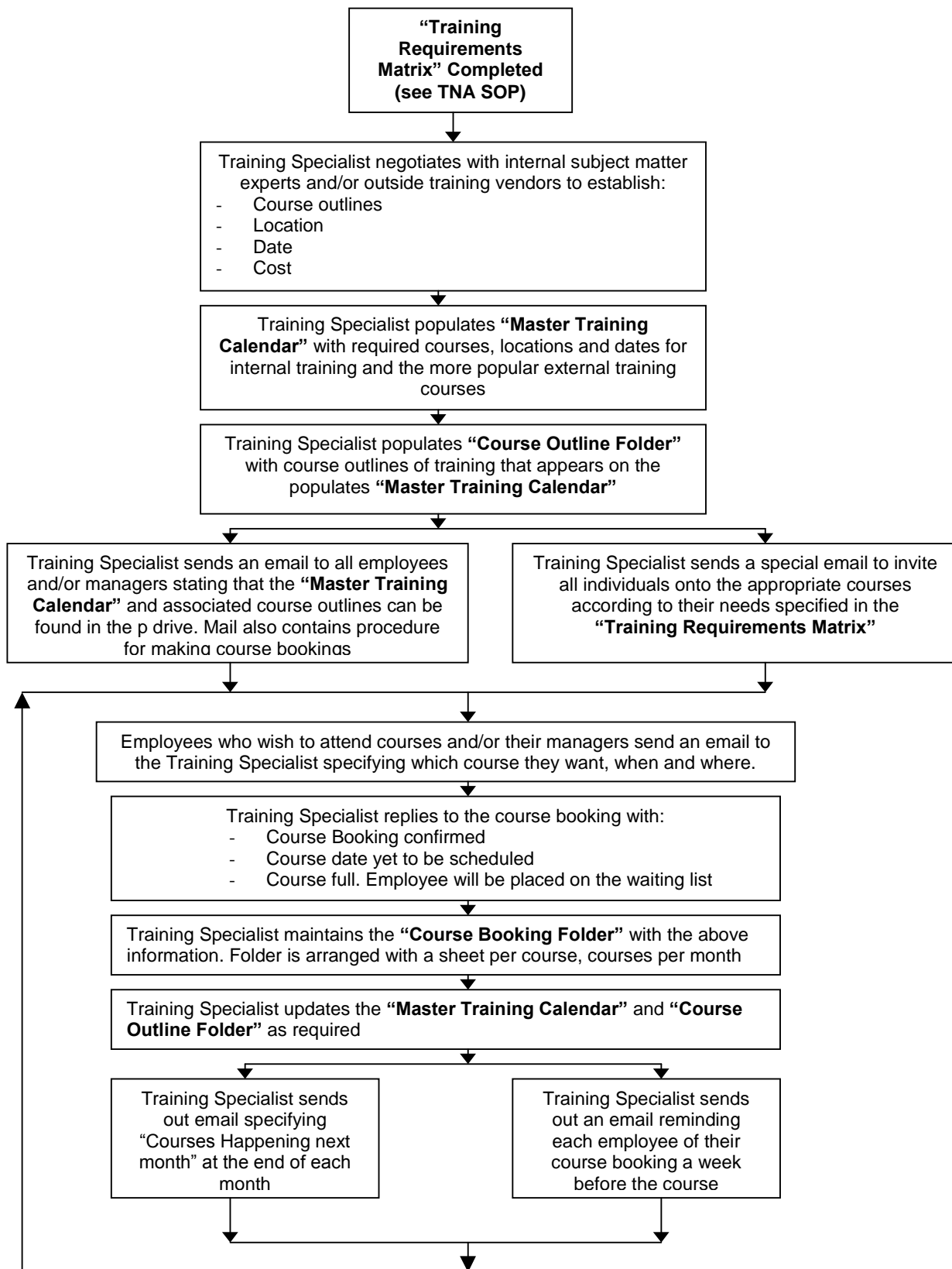


SOP Flowchart for Training Promotion, Booking and Confirmation at xxx.



References:

"Master Training Calendar"	– Can be found at: p:data/training/???
"Course Outline Folder"	– Can be found at: p:data/training/???
"Training Requirements Matrix"	– Can be found at: p:data/training/???
"Course Booking Folder"	– Can be found in the HR/Training area