

VOCATIONAL TRAINING PROGRAMME • MONTHLY ATTENDANCE REPORT

Trainer Attendance • Official Monthly Record

Month _____

TRAINER & PROGRAMME DETAILS

SCHOOL / DISTRICT | _____

UDISE CODE | _____

TRAINER NAME | _____

TRADE NAME | _____

YEAR | 2026

MONTH | _____

TOTAL CALENDAR DAYS | _____

DAILY ATTENDANCE REGISTER

TRADE / TRAINER	TOTAL DAYS	1	2	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Vocational Trainer																																

ATTENDANCE SUMMARY & LEGEND

PRESENT	ABSENT	SUNDAY	HOLIDAY	OBSERVATION	LEGEND P Present A Absent S Sunday H Holiday O Observation Day

VERIFICATION & SIGN-OFF

SIGNATURE OF VOCATIONAL TRAINER

Date: _____

SEAL & SIGNATURE OF HM

Date: _____

FOR OFFICIAL VERIFICATION & RECORD