

### Attendance Sheet

<b>Employer Name:</b>						
<b>Venue:</b>						
<b>Course Title as per MQA Course Approval:</b>						
<b>Course date(s)</b>			<i>Eg 01.01.23</i>	<i>Eg 05.01.23</i>	.....	.....
<b>Start and End Time</b>			<i>Eg 10:00 – 12:00</i>	<i>Eg 14:00 – 16:00</i>	.....	.....
SN	Last and First Name as per ID	ID	Signature as per ID	Signature as per ID	Signature as per ID	.....
<b>Trainer(s) Name:</b>						
<b>Trainer(s) ID:</b>						
<b>Signature of Trainer(s):</b>						
<p><b>I/We, ....., Trainer(s), as per the MQA Course Approval for the above-mentioned course, hereby confirm that the above-named participants are attending/attended the course and I/We have verified the National Identity Card of each participant.</b></p>						