Maintenance Work Element Program PROGRESS EVALUATION FORM

Employee Name (Print)

Having discussed my progress in the Maintenance Work Element Program with the undersigned On-Site Training Coordinator/Supervisor concerning the use of work elements for any reallocation and/or promotion, I understand that it is my responsibility to keep my Transportation Maintenance Worker (TMW) file updated as follows:

- 1. Keeping the Maintenance Work Element Program "Time Record" form (0437B) updated.
- 2. Request the appropriate training, job assignments, exams, and demonstrations to fulfill the requirements of my Work Element Program Development Plan.
- 3. Transferring of this file to any future work location.

The Maintenance Work Element Program has been explained to me and I understand it and what I need to do to progress through it.

EMPLOYEE SIGNATURE	DATE	ON-SITE TRAINING COORDINATOR/SUPERVISOR