



OKLAHOMA
Office of Management
& Enterprise Services

MANDATORY SUPERVISORY TRAINING REQUIREMENT WORKSHEET

Email your responses by April 30, 2021:

sstraining@omes.ok.gov

RE: Mandatory Supervisory Training Requirement Worksheet

AGENCY			
AGENCY NUMBER		DATE	

Report completed by:

NAME	TITLE	PHONE

Responding period: Jan. 1-Dec. 31, 2020.

1.	Number of agency employees as of June 30, 2020.	
2.	Number of agency supervisors as of June 30, 2020.	
3.	Number that completed mandatory training.	
4.	Number that partially completed mandatory training.	
5.	Number that did not complete any mandatory training.	

Please indicate below primary reasons why supervisors may not have been able to complete their mandatory supervisory training. Note: If COVID-19 has affected your agency's ability to complete mandatory training, please list this as a reason on the form.

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