

Certificate of Attendance

This certificate is awarded to

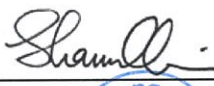
HTIKE HTIKE OO

Work Permit Number: 0 9456896-

Date of Application: 07/03/2019

For successfully completing
Foreign Domestic Worker (FDW)
Settling-In Programme

Conducted on: 19/03/2019



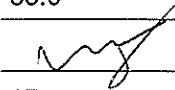
Director, GMC



Trainer
Signature: _____

Cert Number: 521130

TRAINER'S OBSERVATION CHECKLIST
FDW PRACTICAL SESSION AT THE SETTLING-IN PROGRAMME (SIP)

| | |
|--------------------------|---|
| FDW Name: HTIKE HTIKE OO | FDW WP No: 0 9456896- |
| Height: 151.0 | Weight: 63.0 |
| Date of SIP: 19/03/2019 | Signature of Trainer:  |
| Room: SIP ROOM 8 | Seat No: 17 |
| Nationality: MYANMAR | |

This checklist is used by the SIP Trainer to note down his/her observations of the above-mentioned FDW when she practised hanging laundry and cleaning window at the SIP. This information hopes to highlight areas where the FDW may require closer supervision and additional training.

| Practical Elements | Safety Practices to be Followed | Did the FDW Follow the Safety Practices? | | | |
|---------------------------------|---|--|--|--|-------------------------------|
| | | Yes | Yes, but only on <u>2nd</u> attempt | Yes, but only on <u>3rd</u> attempt | No (Despite after 3 attempts) |
| (1) Hanging Laundry | (a) FDW does not place more than <u>one</u> piece of heavy clothing on the bamboo pole | | / | | |
| | (b) FDW is able to place heavier clothing (e.g. big towel or jeans) near the bracket and lighter clothing (e.g. t-shirt) at the far end of the bamboo pole | | / | | |
| | (c) FDW is able to secure clothing with clothes pegs | | / | | |
| | (d) FDW ensures that the floor is dry before hanging laundry | | / | | |
| | (e) FDW is able to stand firmly on ground(feet slightly apart; does not lean out of the window) without tip-toeing. | | / | | |
| | <i>Additional Comments (Include only if there are key observations made):</i> | | | | |
| (2) Cleaning Windows | (f) FDW is able to lock and check that window grilles are locked before cleaning the <u>window exterior</u> (employer/adult supervision also required) | | / | | |
| | (g) FDW is able to use extended cleaning tool to clean window exterior and hard-to-reach areas on window | | / | | |
| | (h) FDW is able to lock and check that window is locked before cleaning the <u>window interior</u> | | / | | |
| | (i) FDW is able to stand firmly on ground(feet slightly apart; does not lean out of the window) without tip-toeing. | | / | | |
| | <i>Additional Comments (Include only if there are key observations made):</i> | | | | |