**实训设施设备清单**

申报单位（盖章）： 填报人： 年 月 日

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| **序号** | **设备名称** | **型号规格** | **主要技术参数(配置)** | **数量**  **(台/套)** | **购置时间**  **(年/月)** | **价格** | **在工作室用途** | **安放场所** | **备注** |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |
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| **合 计** | | | |  |  |  |  |  |  |

**培训师资一览表**

申报单位（盖章）： 填报人： 年 月 日

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| **序号** | **姓名** | **性别** | **年龄** | **学历** | **所学专业** | **职业资格（技能等级）证书**  **(工种/等级)** | **专业技术职称**  **证书**  **(专业/等级)** | **教师资格证书** | | | | **授课工种**  **(工种/理论/实训)** | **专职/外聘** | **联系电话** | **备注** |
| **教师资格证书** | **上岗证** | **教育理论培训证明** | **企业内训讲师** |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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**培训场地统计表**

申报单位（盖章）： 填报人： 年 月 日

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| **序号** | **培训场地**  **类别** | **地点** | **面积(m2)** | | **设备数量(台/套)** | | **座位/工位** | | **培训工种** | **技能等级（层次）** | **备注** |
| **单间** | **小计** | **单间** | **小计** | **单间** | **小计** |
| 1 | 理论教室 | A栋304 | 100 |  |  |  | 70 |  |  |  |  |
| A栋305 | 80 |  |  | 30 |  |  |  |
| … |  |  |  |  |  |  |  |
| 2 | 实训室 | B栋101 | 150 |  | 50 |  | 100 |  | 电工实训 | 高级 |  |
| D栋501 | 120 | 41 | 41 | 机电安装实训 | 中级 |  |
| … |  |  |  |  |  |  |
| **合计** | | | —— |  | —— |  | —— |  |  |  |  |

**培训量统计表**

填报单位（盖章）： 填报人： 年 月 日

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| **序号** | **培训项目** | **培训时间** | **培训学时** | **培训地点** | **人数** | **主要培训内容** | **培训层次**  **/技能等级** | **培训类别**  **(公益/非公益/**  **承接公益)** | **教师姓名** | **联系方式** | **备注** |
| **1** | 工业机器人编程与操作 | 20XX.XX.XX-20XX.XX.XX |  |  |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |  |  |  |  |
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| 高级技师XXX人，技师XXX人，高级工XXX人，中级工XXX人，初级工XXX人，**合计:XXX人。** | | | | | | | | | | | |

备注：1.“培训学时”按1学时为45分钟填报。

1. “培训类别”分为公益（自主开展的公益培训）、非公益（收费培训）、承接公益（承接政府部门的公益培训项目）3类。

**学员花名册**

培训班别(项目)： 培训地点: 培训类别（公益性培训/非公益性培训/承接公益）

授课教师: 培训时间：20XX.XX.XX-20XX.XX.XX

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **序号** | **学员姓名** | **工作单位** | **身份证号** | **联系电话** | **备注** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **……** |  |  |  |  |  |
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备注：按班统计。