

**Orientation Plan**

Areas to be Covered	Comments	Completed	
		Yes	No
Introduction to dept		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Introduction to Organisation		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Laboratory Safety Rules		<input checked="" type="checkbox"/>	<input type="checkbox"/>
QMS		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lab Information System		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Training in the department		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Confidentiality contract		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ethics		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Emergency Procedures		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Personal Protective Equipment (PPE)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Personnel contract and Job description		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Employee Name: Tabulani Kubhoka

Supervisor's Signature: 