Instructions:
1. PRINT legibly, use BLACK INK --- stay inside the boxes
2. VERIFY Header information is complete and correct
3. Complete Badge No. field at bottom; Sign & Date

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Issue No. 020

Training Completion Report
(Ref. WI 02.03.02.03.03. WI 02.03.02.03.05, WI 02.03.02.03.06)

Employee Name

Badge No. *OR* **LMS No.**

Item Name
Annual Security Refresher
Briefing(Cleared Subcontractors)

Item No.	Item Type	Item Revision Date		
6 6 . 0 9	S T	0 3	0 6	1 8
		M M	D D	Y Y

Test Version	Instructor Badge No.	Score	Complete	RIDS	Workflow Route No.	TSR-Related?
1 8 0 3 1	9 9 9 9 9			B		X
			Y N			Y N

1. Using Black or Blue ink, fill out the following areas of this page:
   a. Employee Name (Top)
   b. Badge No. (Top)
   c. Badge No. (Bottom)
   d. Employee Signature (Bottom)
   e. Training Completion Date (Bottom)

2. Mail this form to one of the two addresses below:

   a. **U.S. Mail**
   Pantex Plant
   Attn: Cynthia Turner
   P.O. Box 30020
   Amarillo, TX. 79120-0020

   b. **FEDEX/UPS**
   Pantex Plant
   Attn: Cynthia Turner
   US Hwy 60 & FM 2373
   Amarillo, TX. 79120

NOTICE! Failure to complete the Annual Security Refresher briefings by an individual who holds a security clearance may result in administrative actions determined by the Safeguards & Security Director, including possible administrative termination of the security clearance.

This Training Completion Report **MUST** be completed and filled out and mailed back to Pantex prior to your next visit, or you will not be granted access to the plant-site.

ACKNOWLEDGMENT
By signing and returning this report,
I acknowledge having been provided training or information.

I acknowledge that it is my responsibility to know and comply with
the information presented. If I do not understand the information,
it is my responsibility to ask for clarification.

Badge No. (or LMS No.)

Employee Signature

Training Completion Date

M M   D D   Y Y