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| **HR TRAINING BUDGET** |
|  |  |  |  |
| Company Name: |   |  |
| Address: |   |  |
| Contact Number: |   |  |
|  |  |  |  |
| **Expenses** | **Budgeted** | **Actual** | **Variance** |
| Employee Induction | KHS1,500 | KHS1,200 | -KHS300 |
| Soft Skills Training | KHS1,500 | KHS1,800 | KHS300 |
| Training Equipment | KHS3,500 | KHS5,000 | KHS1,500 |
| Training Stationery | KHS1,500 | KHS1,000 | -KHS500 |
| Trainer Salary | KHS3,000 | KHS1,500 | -KHS1,500 |
| Tool Training for HR | KHS1,500 | KHS1,000 | -KHS500 |
| Vendor Trainer salary | KHS1,500 | KHS1,000 | -KHS500 |
| Video based training | KHS1,500 | KHS2,000 | KHS500 |
| Web based Training | KHS1,500 | KHS2,000 | KHS500 |
| Resource Management Training | KHS3,500 | KHS3,000 | -KHS500 |
| SLD Training | KHS2,000 | KHS3,500 | KHS1,500 |
| **TOTAL** | **KHS22,500** | **KHS23,000** | **KHS500** |