

**SASKATCHEWAN FILM EMPLOYMENT TAX CREDIT PROGRAM
TRAINING PLAN**

Position:	Picture Vehicle Coordinator Trainee
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1	Help coordinate picture vehicles
2	Assist in the de-rigging of the vehicles
3	Make sure picture vehicles are "camera ready"
4	Organize all relevant paper work
5	Scout for picture vehicles
6	Help lock the picture vehicles contracts
7	Get parts needed for picture vehicles
8	Making sure there is duplicate picture vehicles for stunts such as crashes
9	Keeping in constant communication with all departments regarding any information to do with picture vehicles, including safety information.
10	Maintain good working relationships – all vehicles are satisfactory condition.

Agreed to and acknowledged this _____ day of _____, 20_____.

<i>Mentor Initial</i>	<i>Trainee Initial</i>

**SASKATCHEWAN FILM EMPLOYMENT TAX CREDIT PROGRAM
MENTOR COMPLETION FORM**

Mentor Name	
Mentor Position	Picture Vehicle Coordinator
Trainee Name	
Trainee Position	Picture Vehicle Coordinator Trainee

I, _____ agreed to undertake mentorship activities with regard to the above-referenced trainee in the referenced position. With regard to the training activities undertaken, I provide the following assessment:

	Function	Activity Code	Assessment Code
1	Help coordinate picture vehicles		
2	Assist in the de-rigging of the vehicles		
3	Make sure picture vehicles are "camera ready"		
4	Organize all relevant paper work		
5	Scout for picture vehicles		
6	Help lock the picture vehicles contracts		
7	Get parts needed for picture vehicles		
8	Making sure there is duplicate picture vehicles for stunts, eg, crashes		
9	Keeping in constant communication with all departments regarding any information to do with picture vehicles, including safety information.		
10	Maintain good working relationships – all vehicles are satisfactory condition.		

Activity Code:

I: Introductory Only

P: Performed Function

Assessment Codes:

U: Unsatisfactory Performance **M:** Trainee met required standards **E:** Trainee exceeded standards

