

# Your Request Form

To build on your strengths and improve on development areas



Once you've agreed your development needs with your manager please fill in your details below and email this form to the Talent and Organisational Development Team mail box [TOD@northlan.gov.uk](mailto:TOD@northlan.gov.uk)

## Your details:

First Name	<input type="text"/>	Surname	<input type="text"/>	Employee No	<input type="text"/>
Service	<input type="text"/>			Cost Centre	<input type="text"/>
				Account Code	<input type="text"/>
Contact No	<input type="text"/>	E-mail	<input type="text"/>		

## Authorising manager details:

Name	<input type="text"/>	Contact No	<input type="text"/>		
E-mail	<input type="text"/>			Date of Request	<input type="text"/>

What do I need to develop?	Who is responsible for making this happen?	How will I develop this?	If you have selected internal course/workshop please select the course title from the drop down list below	Date of selected internal course/workshop

For help completing this form, or if you'd like more information on the types of development available, please contact the Talent and Organisational Development Team at [TOD@northlan.gov.uk](mailto:TOD@northlan.gov.uk)

