

Feedback Letter from HR to Trainer

Subject: Evaluation and Appreciation for Training Program

Dear [Trainer's Name],

On behalf of the HR department, I would like to express our gratitude for conducting the [Training Name] for our employees on [Date]. The session received positive feedback from participants regarding the content, delivery, and learning outcomes.

The practical exercises and real-life examples were particularly appreciated. Your ability to maintain engagement and answer questions effectively was noted as a strength. We believe the training has contributed significantly to enhancing our team's performance and knowledge base.

Please find attached a summary of participant feedback for your review. We look forward to future collaborations on advanced training sessions.

Warm regards,

[Your Name]

HR Department

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