



Plan Year:	2016
Organisation name:	G & H Training Limited
Edumis number:	9436
Fund Allocation:	\$1,389,335.00

### Youth Guarantee Educational Performance Indicators

This template is for TEOs to provide Educational Performance Indicator (EPI) commitments for Youth Guarantee funding.

#### Report tab

Please ensure you complete the 'Report' tab in this EPI commitments template accurately, and that the data reflects engagement your organisation has had with the TEC. Columns for EPI ID, type, and description, and for learner age and ethnicity and qualification level, have been populated already. Columns for historical actuals and commitments data have also been populated.

#### Data Elements that will be validated upon submission to TEC

1. Plan Year Commitments – Enter a percentage from 1 to 100%.
2. Plan Year Commitments +1 – Enter a percentage from 1 to 100%.
3. Plan Year Commitments +2 – Enter a percentage from 1 to 100%.

#### Key notes:

The validation of this template will be done against the contents of the Report tab only. Workbook locking and cell protection has been removed to improve usability. However some changes made to the structure of this workbook could lead to a validation failure upon submission to Workspace 2. Keep the following points in mind when using the Report tab:

- Do not insert columns. Protection is on the sheet to prevent columns being inserted. If you need to insert a column for your organisation's records, please use the Working Sheet tabs rather than the Report tab. Validation is done against the location of each column and your spreadsheet will not pass validation if you insert columns.

- You can insert rows if required. However these rows may not include the dropdown lists and formulas held in the other rows. If you choose to insert a row, you should select the row above it and drag the formulas down to ensure all formatting and formulas are retained. Without this your spreadsheet may not pass validation.

- You can enter formulas into restricted cells. This is to support the use of lookup and matching formulas to help you fill in the report if you already have a spreadsheet with the applicable data. However, the result of the formula must meet the format requirements of the cell or the spreadsheet may not pass validation.

Please note that if you receive an error report you may see additional columns to the one in your data collection document. These additional columns do not affect the validation of your data collection document.



