

audit number:

date:

filled in by:

Current situation: describe all the activities that your organisation undertakes for each step. Please consult the infosheet for this theme for relevant questions.

step 1: recruitment and profile

step 2: training of the mentor

step 3: role and position within the organisation

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Current situation: describe all the activities that your organisation undertakes for each step. Please consult the infosheet for this theme for relevant questions.

step 4: activities, including addressing challenging situations

step 5: communication

Additional information

Attachments (describe what documents you attached; use the paperclip on the left to attach documents)