ANNUAL TRAINING PLAN 2023

TC TRAINING CENTER

ABOUT US

ABOUT TC TRAINING CENTER

TC Training Center is located in downtown Kuala Lumpur, Malaysia, next to the Twin Towers PETRONAS. And its Subsidiary of (TC OF TC SDN BHD)(1060702-W), The main objective of the Center is to provide training, advisory services and strategic solutions through a group of agents, representatives and partnerships around the world, and seeks to provide its services in the regional and international level.

WHO WE ARE?

TC Training Center team is a group of training experts and consultants with long experience and practical experience who hold higher degrees in specialization from internationally recognized universities and have long experience in local and regional training, however, our motto is always excellence through experience and offers to trainees.

At TC Training Center, we are committed to continuously improving training standards and practices through collaboration with distinguished local, regional and international Universities, as well as achieving greater foreign accreditation by internationally qualified bodies.

TC Training Center is an Approved by the International Federation of Training and Development Organizations (IFTDO) No. (667), PartnerNetwork By ORACLE Enrolment ID: 1067055, Approved by HR Certification Institute (HRCI) No. (603831), Approved by Institute of Asset Management (IAM) No. (4000020), Approved by Suruhanjaya Syarikat Malaysia (SSM) No. (1060702-W), Approved by Dewan Bandaraya Kuala Lumpur (DBKL) No. (DBKL.JPPP/PR01/0835/10/2016).

OUR VISION:

Our vision at TC Training Center is to be a leading and distinguished center in the field of training and education in the prepa-ration of trainees in various fields professionally by providing training courses that are quality and conform to international standards.

OUR MISSION:

We aim to prepare, develop, and provide training and training programs that are internationally recognized in the field of human development, whether for individuals, companies or governmental institutions through the application of the latest technologies and methodologies necessary to enhance our services. providing market requirements in the fields of training is one of our main objectives.

Improve the capabilities of trainees from all sectors targeted by the government sector and the private sector in their respective fields and specialized in order to raise the level of efficiency of their performance.

Our Core Values are:

- Integrity
- Honesty
- Continuous Improvement
- Accountability

TC TRAINING CENTER ACCREDITATIONS & PARTNER

Our Center is Accredited by IFTDO

International Federation of Training &

Development Organisations in the UK

Membership No. (667)

www.iftdo.net

Our Center is Licensed by (PeopleCert)

- ITIL 4 Foundation

- ITIL 4 Specialist: Create, Deliver & Support

- ITIL 4 Specialist: Drive Stakeholder Value

www.peoplecert.org

Our Center is Licensed by (SSM)

Suruhanjaya Syarikat Malaysia (SSM) in

Malaysia

Reg. No. (1060702-W)

www.ssm.com.my

Our Center is Accredited by IAM

Institute of Asset Management (IAM)

in The USA

Membership No. (4000020)

www.theiam.org

Our Center is Accredited by HRCI

HR Certification Institute ® (HRCI ®)

In The USA

Membership No. (603831)

www.recert.hrci.org

Our Center is Partner with

ORACLE Partner Network

In The USA

Enrolment ID: 1067055

www.oracle.com

Our Center is Licensed by (PeopleCert)

- PeopleCert Scrum Master 1

- PeopleCert Scrum Master 2

www.peoplecert.org

Our Center is Partner with coREACH

coREACH (Previously Reach2Change)

Saudi Arabia Since: 2018

www.coreach.co

Our Center is Partner with ICCCI

Iraqi Canadian Chamber of Commerce &

Industry Canada Since: 2018

www.ccci.ca

TC TRAINING CENTER ACCREDITATIONS & PARTNER

Our Center is Licensed by (PeopleCert)

- PeopleCert DevOps Fundamentals

-DevOps Leadership (Peoplecert)

www.peoplecert.org

Our Center is Licensed by (PeopleCert)

- Software Development Skills Foundation (JavaScript)

- Software Development Skills Foundation – (Python)

- Software Development Skills Advanced – (C#)

www.peoplecert.org

Our Center is Licensed by (PeopleCert)

- Prince2 Agile Foundation

- Prince2 Agile Practitioner

www.peoplecert.org

Our Center is Licensed by (PeopleCert)

- Prince2 Foundation V2017

- Prince2 Practitioner V2017

- Prince2 Agile Foundation

www.peoplecert.org

Our Center is Licensed by (DBKL)

Dewan Bandaraya Kuala Lumpur

Reg. No.

(DBKL.JPPP/PR01/0835/10/2016)

www.dbkl.gov.my

Our Center is Partner with CEETA

CEETA College of English Education & Training

Australia) Since: 2018

www.ceetacollege.qld.edu.au

SOME OF TC TRAINING CENTER CLIENTS

Connecting the world's Human Resources Leadership and high performance practitioners

IFTDO

INTERNATIONAL FEDERATION OF TRAINING & DEVELOPMENT ORGANISATIONS (IFTDO)

CERTIFICATE OF MEMBERSHIP

This is to certify that

TC TRAINING CENTER, MALAYSIA

is an Associate Member in good standing of IFTDO for the period

2022

Issued: Dr. Uddesh Kohli,
Secretary General

International Federation of Training and Development Organization
IFTDO is registered in the United Kingdom as not-for-profit Organization (No. 1829725) and Charity (No. 326633)

APPROVED

MEM No. AM 667

HR CERTIFICATION INSTITUTE™

Hereby Certifies That

TC Training Center

Is An

HR Certification Institute Approved Provider

From: February 28, 2022

To: February 28, 2023

And Is Authorized To Use The "Approved Provider" Seal With HR-Related Continuing Education Workshops and Seminars Within The Dates Specified Above

Attest: _Carmen D Anderson_

Date: February 28, 2022

This document certifies that

TC Training Center

was admitted to membership of
The Institute of Asset Management
in the class of

Corporate Member

and is entitled to the benefits and rights explained in our constitution
and voluntarily agrees to abide by our Code of Conduct.

Whilst membership of the Institute remains current this Member is entitled
to use the membership mark shown.

Institute of Asset Management
iAM
CORPORATE MEMBER

Signed: *David M°Geom*

Chief Executive

Member Number: 4000020

Date of Issue: 19th June 2018

This certificate remains the property of the IAM and must be returned
on cessation of membership or on the request of the Institute.

www.theIAM.org

Please note that an authorised certificate
bears the imprint of our seal

TRAINING CATEGORY

Management & Leadership

#	Name	Date	Training Type
01	Achieving Leadership Excellence	05 - 09/Mar	Online - IN House
02	Achieving Leadership Excellence Strategic Planning & Management of Corporate Communications	12 - 16/Mar	Online - IN House
03	Achieving Marketing Excellence in Service Organizations	19 - 23/Mar	Online - IN House
04	Advanced Data Analysis Techniques	26 - 30/Mar	Online - IN House
05	Advanced Mediation Skills	02 - 06/Apr	Online - IN House
06	Advanced Negotiation Skills	09 - 13/Apr	Online - IN House
07	Advanced Safety Leadership	16 - 20/Apr	Online - IN House
08	Advanced Social Media Training	23 - 27/Apr	Online - IN House
09	Advanced Supervisory Skills	07 - 11/May	Online - IN House
10	Building Core Leadership, Supervisory & Team Competencies	18 - 22/June	Online - IN House
11	Building Core Supervisory Competencies	25 - 29/June	Online - IN House
12	Building Personal Leadership Skills	02 - 06/July	Online - IN House
13	Building Personal Leadership Skills Disruptive Innovation & Solutions in Change (D.I.S.C.)	09 - 13/July	Online - IN House
14	Building Skills for Working In Teams	16 - 20/July	Online - IN House
15	Business Fundamentals: Professional Writing & Speaking Skills	23 - 27/July	Online - IN House
16	Business Improvement & Quality Techniques	06 - 10/Aug	Online - IN House
17	Business Process Analysis & Modelling	13 - 17/Aug	Online - IN House
18	Business System Analysis: Discovering, Analysing, Modelling & Specifying User Requirements	27 - 31/Aug	Online - IN House
19	Corporate Social Responsibility	03 - 07/Sep	Online - IN House
20	Creative Strategic Planning & Leadership	10 - 14/Sep	Online - IN House
21	Customer Focused Management	17 - 21/Sep	Online - IN House
22	Customer Profiling Techniques & Procedures	24 - 28/Sep	Online - IN House
23	Customer-Focused Selling Strategies	01 - 05/Oct	Online - IN House
24	Data Analysis Techniques	08 - 12/Oct	Online - IN House

Management & Leadership

#	Name	Date	Training Type
26	Developing Key Leadership Skills to Deliver Better Projects	22 - 26/Oct	Online - IN House
27	Dispute Management & Avoidance in the Energy Sector	05 - 09/Nov	Online - IN House
28	Dynamics of Leadership	12 - 16/Nov	Online - IN House
29	Effective Presentation Skills for Finance Professionals	19 - 23/Nov	Online - IN House
30	Emotional Intelligence for Workplace Success	26 - 30/Nov	Online - IN House
31	Essential Facilitation Skills and the Psychology of Groups	03 - 07/Dec	Online - IN House
32	Essential Management Skills for Administrators	10 - 14/Dec	Online - IN House
33	Essentials of Balanced Scorecard	17 - 21/Dec	Online - IN House
34	Essentials of Quality Assurance	24 - 28/Dec	Online - IN House
35	Global Energy Markets & Pricing	05 - 09/Mar	Online - IN House
36	HR Processes, Culture, & Change Management Programme	12 - 16/Mar	Online - IN House
37	Improving Operation Performance and Productivity	19 - 23/Mar	Online - IN House
38	Incident & Crisis Response Communication Skills	26 - 30/Mar	Online - IN House
39	Internal Consultancy Skills at Work	02 - 06/Apr	Online - IN House
40	Leadership and Management	09 - 13/Apr	Online - IN House
41	Leadership, Communications & Interpersonal Skills	16 - 20/Apr	Online - IN House
42	Leadership, Critical Thinking & Innovation	23 - 27/Apr	Online - IN House
43	Leading & Managing Change	07 - 11/May	Online - IN House
44	Leading for Organisational Impact Leadership, Critical Thinking & Innovation	18 - 22/June	Online - IN House
45	Leading for Strategic Success	25 - 29/June	Online - IN House
46	Leading High Performing Teams	02 - 06/July	Online - IN House
47	Leading through VUCA (Volatility, Complexity & Ambiguity)	09 - 13/July	Online - IN House
48	Lean 6 Sigma Green Belt Program	16 - 20/July	Online - IN House
49	Lean 6 Sigma Green Belt Program	23 - 27/July	Online - IN House
50	Managing & Motivating Towards Excellence	06 - 10/Aug	Online - IN House

Management & Leadership

#	Name	Date	Training Type
51	Managing and Measuring Training, Learning and Development	13 - 17/Aug	Online - IN House
52	Managing Conflicts & Difficult Situations	27 - 31/Aug	Online - IN House
53	Managing Radical Change for High Growth	03 - 07/Sep	Online - IN House
54	Market Leadership & Marketing Strategies	10 - 14/Sep	Online - IN House
55	Marketing Communication	17 - 21/Sep	Online - IN House
56	Marketing Strategies and Planning	24 - 28/Sep	Online - IN House
57	Mastering Corporate Communications	01 - 05/Oct	Online - IN House
58	Mastering Entrepreneurship	08 - 12/Oct	Online - IN House
59	Mastering People Management & Team Leadership	15 - 19/Oct	Online - IN House
60	Mastering Workflow: Collect, Process, Organise, Review & Perform	22 - 26/Oct	Online - IN House
61	Maximising Your Leadership Effectiveness	05 - 09/Nov	Online - IN House
62	Measuring and Managing Customer Satisfaction	12 - 16/Nov	Online - IN House
63	Motivating, Coaching, Counselling & Mentoring	19 - 23/Nov	Online - IN House
64	Negotiation and Conflict Management in Organisations	26 - 30/Nov	Online - IN House
65	Next Generation Leadership	03 - 07/Dec	Online - IN House
66	Operational Excellence: Managing Performance	10 - 14/Dec	Online - IN House
67	Personal Effectiveness & Influencing Skills	17 - 21/Dec	Online - IN House
68	Planning Specialist Leadership Development: Self-awareness, Skills & Strategies	24 - 28/Dec	Online - IN House
69	Priority Management	05 - 09/Mar	Online - IN House
70	Problem Solving & Decision Making Skills for Engineers and Technical Professionals	12 - 16/Mar	Online - IN House
71	Public Sector Management, Governance & Fiscal Sustainability Techniques	19 - 23/Mar	Online - IN House
72	Result-Based Management (RBM)	26 - 30/Mar	Online - IN House
73	Root Cause Analysis (RCA)	02 - 06/Apr	Online - IN House
74	Service Level Agreements	09 - 13/Apr	Online - IN House

Management & Leadership

#	Name	Date	Training Type
76	Setting Priorities, Time Management & Stress Reduction	23 - 27/Apr	Online - IN House
77	Stakeholder Management: Influencing & Negotiating	07 - 11/May	Online - IN House
78	Strategic Awareness and Business	18 - 22/June	Online - IN House
79	Strategic Event Management	25 - 29/June	Online - IN House
80	Strategic HR Business Partner	02 - 06/July	Online - IN House
81	Strategic Internal Communication Skills	09 - 13/July	Online - IN House
82	Strategic Planning & Goal Setting: Setting Business Goals, Targets & Deliverables	16 - 20/July	Online - IN House
83	Strategic Planning & Management of Corporate Communications	23 - 27/July	Online - IN House
84	Strategic Planning and Execution	06 - 10/Aug	Online - IN House
85	Strategic Planning Using the Balanced Scorecard: Turning Strategy into Reality	13 - 17/Aug	Online - IN House
86	Strategic Thinking & Business Planning	27 - 31/Aug	Online - IN House
87	Strategic Thinking, Analysis and Planning	03 - 07/Sep	Online - IN House
88	Strategy & Business Analysis	10 - 14/Sep	Online - IN House
89	Strategy & Strategic Planning	17 - 21/Sep	Online - IN House
90	Strategy Building & Sustaining Competitive Advantage	24 - 28/Sep	Online - IN House
91	The Challenge of Globalisation	01 - 05/Oct	Online - IN House
92	The Competent Manager	08 - 12/Oct	Online - IN House
93	The Complete Course on How to Supervise Public Sector	15 - 19/Oct	Online - IN House
94	The Effective Team Leader Seminar (workshop)	22 - 26/Oct	Online - IN House
95	The Management & Leadership Development Programme	05 - 09/Nov	Online - IN House
96	The Middle Manager Development Programme	12 - 16/Nov	Online - IN House

Secretarial & Offices Administration

#	Name	Date	Training Type
01	Advanced Office Management & Effective Administration Skills	05 - 09/Mar	Online - IN House
02	Business Fundamentals: Professional Writing & Speaking Skills	12 - 16/Mar	Online - IN House
03	Developing Core Skills for Administrators & Secretaries	19 - 23/Mar	Online - IN House
04	Professional Skills for Administrators & Secretaries	26 - 30/Mar	Online - IN House
05	Finance & Accounting for Office Administrators & Secretaries	02 - 06/Apr	Online - IN House
06	Essential Management Skills for Administrators	09 - 13/Apr	Online - IN House
07	Advanced Office Management & Effective Administration Skills	16 - 20/Apr	Online - IN House
08	The Senior Secretary Development Programme	23 - 27/Apr	Online - IN House
09	Management Information & Documentation	07 - 11/May	Online - IN House
10	Data Analysis and Reporting Techniques	18 - 22/June	Online - IN House
11	Competence Development Masterclass for Secretaries & Administrators	25 - 29/June	Online - IN House
12	The Use of Information Technology & Communication Networks at Organizing & Administrating Offices	02 - 06/July	Online - IN House
13	The Senior Secretary Development Program	09 - 13/July	Online - IN House
14	Supervisory Strategies & Strategic Thinking for Senior Management Office Managers	16 - 20/July	Online - IN House
15	Skills of Senior Executive Responsible & Leaders Offices Management	23 - 27/July	Online - IN House
16	Simplification of Procedures and Workflow for Office Managers & Secretarial	06 - 10/Aug	Online - IN House
17	Professional Skills for Administrators & Secretaries	13 - 17/Aug	Online - IN House
18	Managerial & Behavioural Skills for Office Managers & Secretaries	27 - 31/Aug	Online - IN House
19	Advanced Archiving Management	03 - 07/Sep	Online - IN House
20	Information & Documentation Compliance	10 - 14/Sep	Online - IN House
21	Documentation & Electronic Archiving Using Computers- Reducing the Use of Plain Paper	17 - 21/Sep	Online - IN House
22	Advanced Office Management & Effective Administration Skills	24 - 28/Sep	Online - IN House
23	Office Management for Senior Managers & VIPs	01 - 05/Oct	Online - IN House
24	Modern Technologies In Document Management & Electronic Archiving	11 - 15/Oct	Online - IN House

Project Management & Municipalities

#	Name	Date	Training Type
01	Advanced Project Management / PMP® Exam Preparation	05 - 09/Mar	Online - IN House
02	Applying Project Control: Project Monitoring, Reporting & Control	12 - 16/Mar	Online - IN House
03	Commercial and Business Contracts	19 - 23/Mar	Online - IN House
04	Concrete Structure Designing for Industrial Projects	26 - 30/Mar	Online - IN House
05	Construction Supervision Skills	02 - 06/Apr	Online - IN House
06	Contract & Project Risk Management& Compliance	09 - 13/Apr	Online - IN House
07	Contract Risk Management & Compliance	16 - 20/Apr	Online - IN House
08	Data Analysis and Reporting Techniques	23 - 27/Apr	Online - IN House
09	Decision Making in Projects	07 - 11/May	Online - IN House
10	Developing Key Leadership Skills to Deliver Better Projects	18 - 22/June	Online - IN House
11	Effective Contractor Management in Maintenance & Technical Projects	25 - 29/June	Online - IN House
12	Effective Project Coordination & Management	02 - 06/July	Online - IN House
13	External Project Management & Integrated Services Approach to Well Construction	09 - 13/July	Online - IN House
14	Feasibility Analysis	16 - 20/July	Online - IN House
15	International Contracting	23 - 27/July	Online - IN House
16	Managing & Negotiating with Consultants & Contractors	06 - 10/Aug	Online - IN House
17	Managing Business Requirements Using a Project Framework	13 - 17/Aug	Online - IN House
18	Managing Project Control	27 - 31/Aug	Online - IN House
19	Managing Tenders, Specifications & Contracts	03 - 07/Sep	Online - IN House
20	Negotiating and Managing PPP Contracts	10 - 14/Sep	Online - IN House
21	Offshore & Marine Projects and Risks Management	17 - 21/Sep	Online - IN House
22	Offshore Project Assessment	24 - 28/Sep	Online - IN House
23	Planning, Organising & Controlling Projects	01 - 05/Oct	Online - IN House
24	Procurement Management of Equipment & Works for World Bank Aided Projects	08 - 12/Oct	Online - IN House

Project Management & Municipalities

#	Name	Date	Training Type
26	Project Analysis: Tools & Techniques for Managing Risk & Uncertainty	22 - 26/Oct	Online - IN House
27	Project Appraisal: Financial and Economic Factors	05 - 09/Nov	Online - IN House
28	Project Appraisal: Identification, Policy Analysis & Selection	12 - 16/Nov	Online - IN House
29	Project Budgeting & Cost Management	19 - 23/Nov	Online - IN House
30	Project Execution: Design, Procurement, Construct & Start-up	26 - 30/Nov	Online - IN House
31	Project Financial & Risk Appraisal	03 - 07/Dec	Online - IN House
32	Project Performance Measurement and Management	10 - 14/Dec	Online - IN House
33	Project Policy & Financial Appraisal	17 - 21/Dec	Online - IN House
34	Project Risk Management & Compliance	24 - 28/Dec	Online - IN House
35	Stakeholder Management: Influencing & Negotiating	05 - 09/Mar	Online - IN House
36	Technical Project Management	12 - 16/Mar	Online - IN House
37	The Contracts & Project Management MBA	19 - 23/Mar	Online - IN House

Human Resources Management & Training

#	Name	Date	Training Type
01	Advanced Selection, Interviewing & Recruitment Skills	05 - 09/Mar	Online - IN House
02	Basics of Human Resources Management	12 - 16/Mar	Online - IN House
03	Building Performance Indicators KPI's	19 - 23/Mar	Online - IN House
04	Data Analysis and Reporting Techniques	26 - 30/Mar	Online - IN House
05	Employee Relationship Specialist	02 - 06/Apr	Online - IN House
06	Essential Facilitation Skills and the Psychology of Groups	09 - 13/Apr	Online - IN House
07	HR Processes, Culture, & Change Management Programme	16 - 20/Apr	Online - IN House
08	Human Resources Development & Personnel Management	23 - 27/Apr	Online - IN House
09	Human Resources Management Strategies & Functional Performance Measurement	07 - 11/May	Online - IN House
10	Human Resources Strategies	18 - 22/June	Online - IN House
11	Innovations in Workforce Planning, Organizational Development, Business Efficiency & Analysis	25 - 29/June	Online - IN House
12	Internal Consultancy Skills at Work	02 - 06/July	Online - IN House
13	Job Evaluation & Analysis Understanding Reward Management	09 - 13/July	Online - IN House
14	Leadership for Organisational Impact	16 - 20/July	Online - IN House
15	Linking Training to Organisational Goals	23 - 27/July	Online - IN House
16	Management and organization of training courses	06 - 10/Aug	Online - IN House
17	Modern Methods in Human Resource Management H.R.M	13 - 17/Aug	Online - IN House
18	Performance Management: Setting Objectives, and KPIs	27 - 31/Aug	Online - IN House
19	Professional Job Analyst	03 - 07/Sep	Online - IN House
20	Professional Recruitment Analyst	10 - 14/Sep	Online - IN House
21	Professional Training Coordinator	17 - 21/Sep	Online - IN House
22	Strategic Workforce Planning Masterclass	24 - 28/Sep	Online - IN House
23	The Art of Human Resource Management	01 - 05/Oct	Online - IN House
24	Train the Trainer (T.O.T)	08 - 12/Oct	Online - IN House

Media & Public Relations

#	Name	Date	Training Type
01	Achieving Excellence in Customer Service	05 - 09/Mar	Online - IN House
02	Advanced Social Media Training	12 - 16/Mar	Online - IN House
03	Client Management Strategies for Retention & Growth	19 - 23/Mar	Online - IN House
04	Customer Focused Management	26 - 30/Mar	Online - IN House
05	Customer Profiling Techniques & Procedures	02 - 06/Apr	Online - IN House
06	Customer Service For The Public Sector And The Art Of Dealing With The Public	09 - 13/Apr	Online - IN House
07	Customer-Focused Selling Strategies	16 - 20/Apr	Online - IN House
08	Effective Government Relations for the Oil & Gas Sector	23 - 27/Apr	Online - IN House
09	Event Management Specialist	07 - 11/May	Online - IN House
10	Dealing With Customer Complaints & Objections	18 - 22/June	Online - IN House
11	Measuring and Managing Customer Satisfaction	25 - 29/June	Online - IN House
12	Modern methods & techniques in the preparation & organization of conferences & exhibitions	02 - 06/July	Online - IN House
13	Planning and Managing PR Campaigns	09 - 13/July	Online - IN House
14	Protocol & Event Management	16 - 20/July	Online - IN House
15	Public Relations in the Oil and Gas Industry	23 - 27/July	Online - IN House
16	Public Relations, Organization & Management Of Events, Conferences & Protocol	06 - 10/Aug	Online - IN House
17	Service Quality and Excellence, Beyond Customer Service	13 - 17/Aug	Online - IN House
18	Skills of Dealing with VIP	27 - 31/Aug	Online - IN House
19	Strategies & Plans For Public Relations And Protocol In Parliaments	03 - 07/Sep	Online - IN House
20	How To Develop Self And Overcome Stress	10 - 14/Sep	Online - IN House
21	Public Relations And Building The Institutional Work System	17 - 21/Sep	Online - IN House
22	Marketing Strategies For Market Analysis And Competitors	24 - 28/Sep	Online - IN House
23	Advanced CRM Customer Relationship Management	01 - 05/Oct	Online - IN House
24	Marketing For Corporate Sales And Sales Team Management	08 - 12/Oct	Online - IN House
25	Marketing and Sales (Skill - Creativity – Excellence)	11 - 15/Oct	Online - IN House

Law, Contracts Management & Tenders

#	Name	Date	Training Type
01	Bidding, Evaluation, Negotiation & Contract Award	05 - 09/Mar	Online - IN House
02	Construction Contracts Masterclass	12 - 16/Mar	Online - IN House
03	Contract & Project Risk Management& Compliance	19 - 23/Mar	Online - IN House
04	Contract Management from Principles to Action	26 - 30/Mar	Online - IN House
05	Contract Risk Management & Compliance	02 - 06/Apr	Online - IN House
06	Effective Contractor Management in Maintenance & Technical Projects	09 - 13/Apr	Online - IN House
07	Effective Purchasing and Contract Negotiation Strategies	16 - 20/Apr	Online - IN House
08	Effective Purchasing, Supplier Selection & Contract Preparation	23 - 27/Apr	Online - IN House
09	External Project Management & Integrated Services Approach to Well Construction	07 - 11/May	Online - IN House
10	Maintenance Contracting & Outsourcing	18 - 22/June	Online - IN House
11	Managing & Negotiating with Consultants & Contractors	25 - 29/June	Online - IN House
12	Managing Tenders, Specifications & Contracts	02 - 06/July	Online - IN House
13	Managing Vendor Qualification, Performance & Contract Compliance	09 - 13/July	Online - IN House
14	Negotiating and Managing PPP Contracts	16 - 20/July	Online - IN House
15	Project Appraisal and Risk Management	23 - 27/July	Online - IN House
16	Project Appraisal: Financial and Economic Factors	06 - 10/Aug	Online - IN House
17	Project Appraisal: Identification, Policy Analysis & Selection	13 - 17/Aug	Online - IN House
18	Project Risk Analysis & Management	27 - 31/Aug	Online - IN House
19	Statutory, Legal and Compliance Requirements	03 - 07/Sep	Online - IN House
20	The Contracts & Project Management MBA	10 - 14/Sep	Online - IN House
21	Understanding Energy Contracts	17 - 21/Sep	Online - IN House
22	Negotiate Contracts and Tenders and limit Exposure to Financial and Legal Risks	24 - 28/Sep	Online - IN House
23	Advanced Procedures in the Preparation of Bids and Tenders and Their Legal Systems and Drafting their Contracts	01 - 05/Oct	Online - IN House
24	Modern Materials for Drafting Control Clauses and Conventions	08 - 12/Oct	Online - IN House

Finance & Budgeting

#	Name	Date	Training Type
01	Accounting & the calculation of VAT	05 - 09/Mar	Online - IN House
02	Accounting for Non - Accountants	12 - 16/Mar	Online - IN House
03	Accounts Payable: From Accounting to Management (Planning, Organizing and Achieving Best Practices)	19 - 23/Mar	Online - IN House
04	Advanced Budgeting & Cost Management	26 - 30/Mar	Online - IN House
05	Advanced Cash Flow & Working Capital Management	02 - 06/Apr	Online - IN House
06	Advanced Financial Statements Analysis	09 - 13/Apr	Online - IN House
07	Advanced skills in statistical reporting & comparison tables	16 - 20/Apr	Online - IN House
08	Budget Preparation Skills	23 - 27/Apr	Online - IN House
09	Budget Preparation, Allocation & Cost Control	07 - 11/May	Online - IN House
10	Budgeting, Forecasting and the Planning Process	18 - 22/June	Online - IN House
11	Business Financial & Accounting Skills	25 - 29/June	Online - IN House
12	Certified Internal Control Professional CICP	02 - 06/July	Online - IN House
13	Checking & Reviewing the Budget, Final Accounts & Preparing Reports	09 - 13/July	Online - IN House
14	Corporate Financial Planning, Budgeting & Control	16 - 20/July	Online - IN House
15	Data Analysis and Reporting Techniques	23 - 27/July	Online - IN House
16	Effective Presentation Skills for Finance Professionals	06 - 10/Aug	Online - IN House
17	Essentials of Corporate Finance	13 - 17/Aug	Online - IN House
18	Finance & Accounting for Office Administrators & Secretaries	27 - 31/Aug	Online - IN House
19	Financial Accounting & Reporting	03 - 07/Sep	Online - IN House
20	Financial Analysis & Executive Management Skills for Non-Financial Professionals	10 - 14/Sep	Online - IN House
21	Financial Analysis, Modelling & Forecasting	17 - 21/Sep	Online - IN House
22	Financial Analysis, Planning & Control	24 - 28/Sep	Online - IN House
23	Financial Analysis, Planning & Control Budget Preparation Skills	01 - 05/Oct	Online - IN House
24	Financial Analysis, Planning & Control Financial Analysis, Planning & Controlling Budgets	08 - 12/Oct	Online - IN House

Finance & Budgeting

#	Name	Date	Training Type
26	Financial Management for Non-Financial Professionals	05 - 09/Nov	Online - IN House
27	Financial Risk, Root Cause Analysis & Problem Solving	12 - 16/Nov	Online - IN House
28	Financial Strategy	19 - 23/Nov	Online - IN House
29	Financial Strategy & Accounting Skills	26 - 30/Nov	Online - IN House
30	Fundamentals of Finance & Accounting	03 - 07/Dec	Online - IN House
31	Institutional Governance	10 - 14/Dec	Online - IN House
32	International Accounting & Financial Standards & Their Amendments & Modern Applications	17 - 21/Dec	Online - IN House
33	International Standards in Accounting & Auditing (ISA - IPSAS - IFRS)	24 - 28/Dec	Online - IN House
34	Managing Corporate & Islamic Finance & Corporate Governance	05 - 09/Mar	Online - IN House
35	Preparation of Public Budgets, Final Accounts & Financial Reports	19 - 23/Mar	Online - IN House
36	Project Appraisal: Financial & Economic Factors NEW	26 - 30/Mar	Online - IN House
37	Setting & Controlling Budgets	02 - 06/Apr	Online - IN House
38	The Effective Finance Professional	09 - 13/Apr	Online - IN House

Purchases, Warehouses & Logistics Services

#	Name	Date	Training Type
01	Advanced Logistics & Material Management	05 - 09/Mar	Online - IN House
02	Advanced Tendering Procedures & Bid Evaluation	12 - 16/Mar	Online - IN House
03	Bidding, Evaluation, Negotiation & Contract Award	19 - 23/Mar	Online - IN House
04	Data Analysis and Reporting Techniques	26 - 30/Mar	Online - IN House
05	Effective Purchasing and Contract Negotiation Strategies	02 - 06/Apr	Online - IN House
06	Effective Purchasing, Tendering & Supplier Selection	09 - 13/Apr	Online - IN House
07	Excellence in Warehouse and Inventory	16 - 20/Apr	Online - IN House
08	Inventory & Stock Control Management	23 - 27/Apr	Online - IN House
09	Logistics & Supply Chain Management	07 - 11/May	Online - IN House
10	Managing Tenders, Specifications & Contracts	18 - 22/June	Online - IN House
11	Methods &Techniques To Improve The Efficiency, Performance & Safety In Warehouse	25 - 29/June	Online - IN House
12	Negotiating and Managing PPP Contracts	02 - 06/July	Online - IN House
13	Performing a Procurement GAP Analysis	09 - 13/July	Online - IN House
14	Procurement and Supply Chain Management Best Practices	16 - 20/July	Online - IN House
15	Procurement Best Practices	23 - 27/July	Online - IN House
16	Procurement Management of Equipment and Works for World Bank Aided Projects Effective Purchasing, Tendering & Supplier Selection	06 - 10/Aug	Online - IN House
17	Strategic Cost and Value Management in the Supply Chain	13 - 17/Aug	Online - IN House
18	Strategic Sourcing: The Optimum Approach to Buying	27 - 31/Aug	Online - IN House
19	Supply Market Analysis	03 - 07/Sep	Online - IN House
20	The Challenge of Globalisation	10 - 14/Sep	Online - IN House
21	Training On Opening Envelopes Of Tenders And Invitations	17 - 21/Sep	Online - IN House
22	Warehouse & Stores Management	24 - 28/Sep	Online - IN House
23	Warehouse Operations and Management	01 - 05/Oct	Online - IN House
24	Design, Evaluation And Contract Management	08 - 12/Oct	Online - IN House

Technical, Engineering & Maintenance

#	Name	Date	Training Type
01	Achieving CMMS Data Integrity	05 - 09/Mar	Online - IN House
02	Advanced Circuit Breaker Operation and Maintenance	12 - 16/Mar	Online - IN House
03	Advanced Data Analysis Techniques	19 - 23/Mar	Online - IN House
04	Advanced Materials & Technology in Concrete Industry	26 - 30/Mar	Online - IN House
05	ARC Flash Hazard Analysis	02 - 06/Apr	Online - IN House
06	Centrifugal Compressor & Steam Turbine	09 - 13/Apr	Online - IN House
07	Concrete Structure Designing for Industrial Projects	16 - 20/Apr	Online - IN House
08	Construction and Maintenance of Bridge	23 - 27/Apr	Online - IN House
09	Construction Quality Control On Site	07 - 11/May	Online - IN House
10	Construction Supervision Skills	18 - 22/June	Online - IN House
11	Control Valves & Actuators	25 - 29/June	Online - IN House
12	Corrosion and Concrete Protection	02 - 06/July	Online - IN House
13	Cost Effective Strategies for the Maintenance of Electrical Power Systems	09 - 13/July	Online - IN House
14	Data Analysis Techniques	16 - 20/July	Online - IN House
15	Economic & Technical Evaluations in Engineering & Maintenance Projects	23 - 27/July	Online - IN House
16	Effective Contractor Management in Maintenance & Technical Projects	06 - 10/Aug	Online - IN House
17	Electrical Distribution Equipment Operation & Maintenance	13 - 17/Aug	Online - IN House
18	Electrical Equipment & Control Systems	27 - 31/Aug	Online - IN House
19	Electrical Installations in Hazardous Areas	03 - 07/Sep	Online - IN House
20	Energy Isolation: Standards, Techniques and Best Practices	10 - 14/Sep	Online - IN House
21	Fault Finding Techniques on an Electrical Power System	17 - 21/Sep	Online - IN House
22	FPSO/FLNG E&I Design Installation and Operation	24 - 28/Sep	Online - IN House
23	Fundamentals of Asset & Facilities Management	01 - 05/Oct	Online - IN House
24	Fundamentals of Asset Management	08 - 12/Oct	Online - IN House
25	Fundamentals of Deepwater Riser Engineering	15 - 19/Oct	Online - IN House

Technical, Engineering & Maintenance

#	Name	Date	Training Type
26	Grounding Systems Design & Application	22 - 26/Oct	Online - IN House
27	Heavy Duty Diesel Engine (HDD) Operation and Maintenance	05 - 09/Nov	Online - IN House
28	Implementing Effective Preventive & Predictive Maintenance Programmes	12 - 16/Nov	Online - IN House
29	Innovative Root Cause Analysis	19 - 23/Nov	Online - IN House
30	Integrated Field Development Planning	26 - 30/Nov	Online - IN House
31	Machinery Failure, Vibration & Predictive Maintenance	03 - 07/Dec	Online - IN House
32	Maintenance & Reliability Best Practices	10 - 14/Dec	Online - IN House
33	Maintenance Audit & Site Inspection	17 - 21/Dec	Online - IN House
34	Maintenance Contracting & Outsourcing	24 - 28/Dec	Online - IN House
35	Maintenance Errors: Understand, Identify & Manage	05 - 09/Mar	Online - IN House
36	Maintenance of Concrete Pavement for Roads	12 - 16/Mar	Online - IN House
37	Maintenance of Electric Generators	19 - 23/Mar	Online - IN House
38	Maintenance of Refrigeration and Air Conditioning Equipment	26 - 30/Mar	Online - IN House
39	Maintenance Strategy Development & Cost Effective Implementation	02 - 06/Apr	Online - IN House
40	Managing Efficient Shutdowns & Turnarounds	09 - 13/Apr	Online - IN House
41	Mobile Lifting Equipment Operation and Maintenance	16 - 20/Apr	Online - IN House
42	Modern Electrical Power Systems	23 - 27/Apr	Online - IN House
43	Modern Maintenance Technologies	07 - 11/May	Online - IN House
44	Next Generation Training for Subsea & Marine Operations Engineers & Asset Managers	18 - 22/June	Online - IN House
45	Optimizing Equipment Maintenance & Replacement Decisions	25 - 29/June	Online - IN House
46	Petroleum Refining-Production Planning, Scheduling & Yield Optimisation	02 - 06/July	Online - IN House
47	Practical Pump & Valve Technology	09 - 13/July	Online - IN House
48	Problem Solving & Decision Making Skills for Engineers and Technical Professionals	16 - 20/July	Online - IN House

Technical, Engineering & Maintenance

#	Name	Date	Training Type
51	Pumps, Compressors & Turbines	13 - 17/Aug	Online - IN House
52	Reduced Cost Technologies for FPSO and FLNG Facilities	27 - 31/Aug	Online - IN House
53	Reducing Costs through Spares Optimisation & Rationalisation	03 - 07/Sep	Online - IN House
54	Refinery Process Yield Optimisation	10 - 14/Sep	Online - IN House
55	Risk Based Strategies for Inspection & Maintenance (RBI & RBM)	17 - 21/Sep	Online - IN House
56	Road Networks Planning	24 - 28/Sep	Online - IN House
57	Roads maintenance	01 - 05/Oct	Online - IN House
58	Root Cause Analysis (RCA) Facilitator Training	08 - 12/Oct	Online - IN House
59	Safety in Process Equipment Design & Operation	15 - 19/Oct	Online - IN House
60	Service Level Agreements	22 - 26/Oct	Online - IN House
61	Start-up, Commissioning & Testing of Electrical Systems	05 - 09/Nov	Online - IN House
62	Storage Tank Design, Construction & Maintenance	12 - 16/Nov	Online - IN House
63	Structural Renovation of Buildings	19 - 23/Nov	Online - IN House
64	Substation Design & Operation	26 - 30/Nov	Online - IN House
65	Transformer Operational Principles, Selection & Troubleshooting	03 - 07/Dec	Online - IN House
66	Transmission & Distribution Operation & Design Calculations	10 - 14/Dec	Online - IN House
67	Troubleshooting & Maintenance of Electrical Equipment	17 - 21/Dec	Online - IN House
68	Troubleshooting Process Operation	24 - 28/Dec	Online - IN House
69	Turnaround Works for Onshore & Offshore Facilities	05 - 09/Mar	Online - IN House
70	Understanding & Preventing Process Equipment Failures	12 - 16/Mar	Online - IN House
71	UPS Systems & Battery Chargers	19 - 23/Mar	Online - IN House
72	Work pack Engineering for Refurbishment / Debottlenecking Works for both Onshore & Facilities	26 - 30/Mar	Online - IN House

Information & Technology & Security

#	Name	Date	Training Type
01	IOT (INTERNET OF THINGS)	05 - 09/Mar	Online - IN House
02	The Transition to E-Government - The Experience of Developed Countries into E-Government	12 - 16/Mar	Online - IN House
03	The Development of Governmental Leading Category In Government And E-Services General Strategies	19 - 23/Mar	Online - IN House
04	Cloud Security Fundamentals	26 - 30/Mar	Online - IN House
05	Information Security Management	02 - 06/Apr	Online - IN House
06	GIS Geographical information systems	09 - 13/Apr	Online - IN House
07	GIS Geographical information systems —Applications	16 - 20/Apr	Online - IN House
08	Database Management	23 - 27/Apr	Online - IN House
09	Hacker Tools, Techniques, Exploits and Incident Handling	07 - 11/May	Online - IN House
10	Introduction to E-Commerce: Options, Technologies & Business Impacts	18 - 22/June	Online - IN House
11	Introduction to Information Security	25 - 29/June	Online - IN House
12	Introduction to Networking	02 - 06/July	Online - IN House
13	Introduction to Networking Administration	09 - 13/July	Online - IN House
14	Management Strategies for IT Department	16 - 20/July	Online - IN House
15	IT Project Management Planning and Scheduling	23 - 27/July	Online - IN House
16	Information Management Systems According to the British Approach ITIL	06 - 10/Aug	Online - IN House
17	ITIL® Foundation Certified	13 - 17/Aug	Online - IN House
18	ITIL Version 3	27 - 31/Aug	Online - IN House
19	Software Testing & Quality Assurance	03 - 07/Sep	Online - IN House
20	Microsoft SharePoint Fundamental's and Administration	10 - 14/Sep	Online - IN House
21	Web Server Administration	17 - 21/Sep	Online - IN House
22	Design & Management of Networks and Secure Them Against Intrusion	24 - 28/Sep	Online - IN House
23	Certified Ethical Hacker	01 - 05/Oct	Online - IN House
24	Cloud Computing Security	08 - 12/Oct	Online - IN House
25	Implementing & Troubleshooting Unified Wireless Network	15 - 19/Oct	Online - IN House

Health, Safety & Environment

#	Name	Date	Training Type
01	Advanced Accident Investigation & Reporting	05 - 09/Mar	Online - IN House
02	Advanced Health & Safety Management	12 - 16/Mar	Online - IN House
03	Advanced Process HAZOP	19 - 23/Mar	Online - IN House
04	Advanced Safety Leadership	26 - 30/Mar	Online - IN House
05	Alarm Management	02 - 06/Apr	Online - IN House
06	Best Practices in Industrial Safety and Occupational Safety	09 - 13/Apr	Online - IN House
07	Causes of Industrial Fires and Methods of Control	16 - 20/Apr	Online - IN House
08	Construction Quality Control on Site	23 - 27/Apr	Online - IN House
09	Contractor Safety Management	07 - 11/May	Online - IN House
10	Developing an Effective Safety Culture	18 - 22/June	Online - IN House
11	Energy Isolation: Standards, Techniques and Best Practices	25 - 29/June	Online - IN House
12	Energy Optimisation of Oil Refineries	02 - 06/July	Online - IN House
13	Environmental Monitoring and Modelling	09 - 13/July	Online - IN House
14	Essentials of Quality Assurance	16 - 20/July	Online - IN House
15	Fire Fighting in Installations	23 - 27/July	Online - IN House
16	Hazardous Waste Management and Pollution	06 - 10/Aug	Online - IN House
17	Incident & Crisis Response Communication Skills	13 - 17/Aug	Online - IN House
18	Management and Control of Environmental Management Neboch Eco-Infrastructures Fire-Fighting Technology	27 - 31/Aug	Online - IN House
19	Managing Project Risks in the Oil & Gas Industry	03 - 07/Sep	Online - IN House
20	Managing Security Risks in the Oil and Gas Industry	10 - 14/Sep	Online - IN House
21	Offshore Safety & Risk Management Systems	17 - 21/Sep	Online - IN House
22	OSHA: Occupational Safety & Health Administration Standards	24 - 28/Sep	Online - IN House
23	Preventive Security, Occupational Safety and Loss Prevention	01 - 05/Oct	Online - IN House
24	QHSE Awareness & Implementation of ISO 9001, 14001 & OHSAS 18001	08 - 12/Oct	Online - IN House
25	Quality Assurance & Control	15 - 19/Oct	Online - IN House

Health, Safety & Environment

#	Name	Date	Training Type
26	Quality Assurance and Management System	05 - 09/Nov	Online - IN House
27	Quality Assurance in Practice	12 - 16/Nov	Online - IN House
28	Radiation Safety	19 - 23/Nov	Online - IN House
29	Risk Analysis and Risk Management in Process Safety	26 - 30/Nov	Online - IN House
30	Risk Assessments, Method Statements and Quality Plans	03 - 07/Dec	Online - IN House
31	Root Cause Analysis using Tripod Beta Method: Incident Investigation & Analysis	10 - 14/Dec	Online - IN House
32	Safety Audit & Site Inspection	17 - 21/Dec	Online - IN House
33	Safety in Process Equipment Design & Operation	24 - 28/Dec	Online - IN House
34	Safety Technology & Risk Management	05 - 09/Mar	Online - IN House
35	Security Inspection Concepts & Strategies According to the Highest Standards of Global Application	19 - 23/Mar	Online - IN House
36	Security, Safety and Occupational Health Engineering	26 - 30/Mar	Online - IN House
37	Sustainability, Energy and Change: Fundamentals of Transition Engineering	02 - 06/Apr	Online - IN House
38	The 10-Day Advanced Health & Safety Leadership	09 - 13/Apr	Online - IN House
39	The 10-Day HSE Program	16 - 20/Apr	Online - IN House

Banking, Stock Exchange, Insurance & Investment

#	Name	Date	Training Type
01	Asset Management & Insurance	05 - 09/Mar	Online - IN House
02	Banking & Credit Risk Management	12 - 16/Mar	Online - IN House
03	Breadth Indicators (Daily – Weekly)	19 - 23/Mar	Online - IN House
04	Build & Manage A Portfolio Of Speculative Techniques 1	26 - 30/Mar	Online - IN House
05	Build & Manage A Portfolio Of Speculative Techniques 2	02 - 06/Apr	Online - IN House
06	Cars Insurance Management	09 - 13/Apr	Online - IN House
07	Digital Analysis for Changing Trend Signals	16 - 20/Apr	Online - IN House
08	Digital Analysis For Stock Market Indices & Sectors	23 - 27/Apr	Online - IN House
09	Digital Analysis For Oscillators Indicators Level 1	07 - 11/May	Online - IN House
10	Digital Analysis For Oscillators Indicators Level 2	18 - 22/June	Online - IN House
11	Digital Analysis For Trend Following Indicators	25 - 29/June	Online - IN House
12	International Insurance Standards	02 - 06/July	Online - IN House
13	Investment Funds Classified & Methods Of Evaluation	09 - 13/July	Online - IN House
14	Making Investment Decisions In The Management Of The Securities Portfolio	16 - 20/July	Online - IN House
15	Measuring & Developing the Predictive Capacity of Technical Analysis indicators level 1	23 - 27/July	Online - IN House
16	Measuring & Developing the Predictive Capacity of Technical Analysis indicators level 2	06 - 10/Aug	Online - IN House
17	Portfolio Construction & Management Techniques Level 1	13 - 17/Aug	Online - IN House
18	Portfolio Construction & Management Techniques Level 2	27 - 31/Aug	Online - IN House
19	Professional Certificate In Financial Markets	03 - 07/Sep	Online - IN House
20	Professional Certificate In Portfolio Management	10 - 14/Sep	Online - IN House
21	Stock Market Advanced Technique For Buy & Sell Timing	17 - 21/Sep	Online - IN House
22	Stock Market Advanced Tools For Statistics Report	24 - 28/Sep	Online - IN House
23	Stock Market Technical Analysis Level 1	01 - 05/Oct	Online - IN House
24	Stock Market Technical Analysis Level 2	08 - 12/Oct	Online - IN House

Oil & Gas

#	Name	Date	Training Type
01	Advanced and Emerging Technologies of Enhanced Oil Recovery (EOR) Processes	05 - 09/Mar	Online - IN House
02	Advanced Casing Design	12 - 16/Mar	Online - IN House
03	Advanced Drilling Best Practices	19 - 23/Mar	Online - IN House
04	Advanced Finance & Accounting Strategies in the Oil & Gas Industry	26 - 30/Mar	Online - IN House
05	Advanced Oil & Gas Project Economics, Risk & Decision Analysis	02 - 06/Apr	Online - IN House
06	Advanced Well Completion Design	09 - 13/Apr	Online - IN House
07	Applied Biostratigraphy and Sequence Stratigraphy in Oil Exploration & Development	07 - 11/May	Online - IN House
08	Auditing Oil & Gas Industry Quality Management Systems	25 - 29/June	Online - IN House
09	Basic Formation Evaluation	02 - 06/July	Online - IN House
10	Best Practice in Surface Production Operations Management	09 - 13/July	Online - IN House
11	Cathodic Protection System in Oil & Gas Exploration Industry	16 - 20/July	Online - IN House
12	Cementing Technologies	23 - 27/July	Online - IN House
13	Certificate in Strategic Management in the Oil and Gas Business	13 - 17/Aug	Online - IN House
14	Competency Development for Supervisory Excellence in the Oil, Gas & Petrochemicals Industry	27 - 31/Aug	Online - IN House
15	Coring and Conventional Core Analysis	10 - 14/Sep	Online - IN House
16	Cost Planning, Control & Optimization in a Major Oil & Gas Company	17 - 21/Sep	Online - IN House
17	Decision Making in the Upstream Oil and Gas Industry	24 - 28/Sep	Online - IN House
18	Delivering Successful Projects within the Oil & Gas Industry	01 - 05/Oct	Online - IN House
19	Design Blast Resistance Buildings for Oil & Gas Field	08 - 12/Oct	Online - IN House
20	Design Considerations for Marine Terminals and Oil & Gas Marine Operating Assets	15 - 19/Oct	Online - IN House
21	Developing Project Strategy in the Oil and Gas Industry	22 - 26/Oct	Online - IN House
22	Directional, Horizontal and Side-track Drilling	05 - 09/Nov	Online - IN House
23	Effective Corporate Communication for the Oil and Gas Industries	12 - 16/Nov	Online - IN House
24	Effective Government Relations for the Oil & Gas Sector	19 - 23/Nov	Online - IN House

Oil & Gas

#	Name	Date	Training Type
26	Essential Skills for Oil & Gas Managers & Supervisors	03 - 07/Dec	Online - IN House
27	Essentials of Surface Well Test Design & Execution	10 - 14/Dec	Online - IN House
28	External Project Management & Integrated Services Approach to Well Construction	17 - 21/Dec	Online - IN House
29	Financial Accounting, Reporting & Business Support in the Oil and Gas Industry	24 - 28/Dec	Online - IN House
30	Fiscal Metering Systems	05 - 09/Mar	Online - IN House
31	FLNG Design and Technology	12 - 16/Mar	Online - IN House
32	FLNG Operation and Maintenance	19 - 23/Mar	Online - IN House
33	Flow Measurement and Custody Transfer	26 - 30/Mar	Online - IN House
34	FPSO Design and Technology	02 - 06/Apr	Online - IN House
35	FPSO/FLNG E&I Design Installation and Operation	09 - 13/Apr	Online - IN House
36	Fundamentals of Deepwater Riser Engineering	16 - 20/Apr	Online - IN House
37	Fundamentals of Exploration & Production	23 - 27/Apr	Online - IN House
38	Fundamentals of Formation Evaluation	07 - 11/May	Online - IN House
39	Fundamentals of Offshore Systems Design & Construction	18 - 22/June	Online - IN House
40	Fundamentals of Oil and Gas Exploration and Production	25 - 29/June	Online - IN House
41	Fundamentals of Reservoir Engineering	02 - 06/July	Online - IN House
42	Gas Chromatography and Troubleshooting for the Oil & Gas Industry	09 - 13/July	Online - IN House
43	Gas Conditioning & Processing	16 - 20/July	Online - IN House
44	Global Energy Markets & Pricing	23 - 27/July	Online - IN House
45	Global Procurement & Supply Chain Management for the Oil & Gas Industry	06 - 10/Aug	Online - IN House
46	Hydrocarbon Production Operations	27 - 31/Aug	Online - IN House
47	Hydrotreating and Hydrocracking Process Technology	03 - 07/Sep	Online - IN House
48	Improved Lean Project Management Practices for Offshore and Marine developments	10 - 14/Sep	Online - IN House
49	Info-Graphics: Data Analysis & Reporting Techniques	17 - 21/Sep	Online - IN House

Oil & Gas

#	Name	Date	Training Type
51	International Dispute Resolution and Arbitration in the Oil & Gas Industry	01 - 05/Oct	Online - IN House
52	International Financial Reporting Standards (IFRS) for the Oil & Gas Industry	08 - 12/Oct	Online - IN House
53	International Gas Business	15 - 19/Oct	Online - IN House
54	International Oil & Gas Business Management	22 - 26/Oct	Online - IN House
55	International Oil Supply, Transportation, Refining & Trade	05 - 09/Nov	Online - IN House
56	International Petroleum Marketing	19 - 23/Nov	Online - IN House
57	Leadership & Strategic Thinking in the Oil, Gas & Petrochemicals Industry	26 - 30/Nov	Online - IN House
58	LNG Supply, Demand & Pricing	03 - 07/Dec	Online - IN House
59	Log Quality Control and Petrophysics	10 - 14/Dec	Online - IN House
60	Maintenance Errors: Understand, Identify & Manage	17 - 21/Dec	Online - IN House
61	Managing Offshore Field Development & Marine Asset	24 - 28/Dec	Online - IN House
62	Managing Project Risks in the Oil & Gas Industry	05 - 09/Mar	Online - IN House
63	Modern Practices in Oil & Gas Contracts, Licensing, Production Rights, Legislation & Agreements	12 - 16/Mar	Online - IN House
64	Next Generation Training for Subsea & Marine Operations Engineers and Asset Managers	19 - 23/Mar	Online - IN House
65	Offshore Oil and Gas Development Projects, Concepts and Facilities	26 - 30/Mar	Online - IN House
66	Offshore Project Assessment	02 - 06/Apr	Online - IN House
67	Offshore Safety & Risk Management Systems	09 - 13/Apr	Online - IN House
68	Offshore Structure Design, Construction & Maintenance	16 - 20/Apr	Online - IN House
69	Oil & Gas Accounting & Performance Measurement	23 - 27/Apr	Online - IN House
70	Oil & Gas Contracts Fundamentals of Exploration & Production	07 - 11/May	Online - IN House
71	Oil & Gas Industry Quality Management System Auditor/Lead Auditor Training	18 - 22/June	Online - IN House
72	Oil & Gas Financial Modelling - A Practical Approach	25 - 29/June	Online - IN House
73	Oil & Gas Marine Terminals	02 - 06/July	Online - IN House

Oil & Gas

#	Name	Date	Training Type
76	Operation, Diagnostics and Maintenance of Equipment for Oil & Gas Production	23 - 27/July	Online - IN House
77	Petroleum Geology for Non-Geologists	06 - 10/Aug	Online - IN House
78	Petroleum Project Economics & Risk Analysis	13 - 17/Aug	Online - IN House
79	Petroleum Refining & Petrochemicals for Non-Technical Personnel	27 - 31/Aug	Online - IN House
80	Production Planning & Scheduling in Petroleum Refineries	10 - 14/Sep	Online - IN House
81	Project Management for the Oil and Gas Industry	17 - 21/Sep	Online - IN House
82	Public Relations in the Oil and Gas Industry	24 - 28/Sep	Online - IN House
83	Pumps, Compressors & Turbines	01 - 05/Oct	Online - IN House
84	Reduced Cost Technologies for FPSO and FLNG Facilities	15 - 19/Oct	Online - IN House
85	Refinery Process Yield Optimisation	22 - 26/Oct	Online - IN House
86	Safety in Process Equipment Design & Operation	05 - 09/Nov	Online - IN House
87	Seismic Interpretation & Basin Analysis of Rift Basin Systems	12 - 16/Nov	Online - IN House
88	SIPROD (Simultaneous Drilling and Production) for Offshore Platforms	05 - 09/Mar	Online - IN House
89	Stimulation Technologies	12 - 16/Mar	Online - IN House
90	Storage Tank Design, Construction & Maintenance	19 - 23/Mar	Online - IN House
91	Strategic Management in Upstream Oil and Gas	26 - 30/Mar	Online - IN House
92	Strategic Talent Management in the Oil and Gas Industry	02 - 06/Apr	Online - IN House
93	Stratigraphy: Sequence, Seismic & Integrated Stratigraphic Analysis	09 - 13/Apr	Online - IN House
94	Stuck Pipe Prevention & Fishing Operations	16 - 20/Apr	Online - IN House
95	Tank Farm Operations & Performance	23 - 27/Apr	Online - IN House
96	Topside / Jacket Fabrication Works in Major Shipyards	23 - 27/July	Online - IN House
97	Troubleshooting Process Operation	06 - 10/Aug	Online - IN House
98	Turnaround Works for Onshore & Offshore Facilities	13 - 17/Aug	Online - IN House
99	Understanding Energy Contracts	27 - 31/Aug	Online - IN House

Oil & Gas

#	Name	Date	Training Type
101	Upstream Petroleum Contracts, Accounting & Auditing Policies and Procedures	05 - 09/Mar	Online - IN House
102	Water Flooding Management	12 - 16/Mar	Online - IN House
103	Well Integrity Technologies	19 - 23/Mar	Online - IN House
104	Workpack Engineering for Refurbishment / Debottlenecking Works for both Onshore and Offshore Facilities	26 - 30/Mar	Online - IN House
105	World-Class Digital (Intelligent) Oilfields Implementation	02 - 06/Apr	Online - IN House
106	Basic Analysis And Traditional Fundamental Analysis	09 - 13/Apr	Online - IN House
107	Basic Skills For Oil And Gas Managers And Supervisors	07 - 11/May	Online - IN House
108	Design Of Oil-Resistant Buildings In The Oil & Gas Field	25 - 29/June	Online - IN House
109	Developing Competencies For Supervisory Excellence In The Oil, Gas And Petrochemical Industry	02 - 06/July	Online - IN House
110	Effective Government Relations For The Oil And Gas Sector	09 - 13/July	Online - IN House
111	Exploration And Production Basics	16 - 20/July	Online - IN House
112	Fundamentals Of Tank Engineering	23 - 27/July	Online - IN House
113	Implement Digital (Smart) Fields In Oil Fields	13 - 17/Aug	Online - IN House
114	Improve Refinery Production	27 - 31/Aug	Online - IN House
115	Improving The Efficiency Of Oil Refineries	10 - 14/Sep	Online - IN House
116	International Financial Reporting Standards (IFRIC) For The Oil And Gas Industry	17 - 21/Sep	Online - IN House
117	International Oil And Gas Business Administration	24 - 28/Sep	Online - IN House
118	Leadership And Strategic Thinking In The Oil, Gas And Petrochemical Industry	01 - 05/Oct	Online - IN House
119	Maintenance Of Land And Sea Facilities	08 - 12/Oct	Online - IN House
120	Oil And Gas Accounting And Measurement Performance	15 - 19/Oct	Online - IN House
121	Oil Refining Planning Production, Scheduling And Yield Improvement	22 - 26/Oct	Online - IN House
122	Operation, Diagnosis And Maintenance Of Oil And Gas Production Equipment	05 - 09/Nov	Online - IN House
123	Procurement Management And Supply Chain Management For The Oil And Gas Industry	12 - 16/Nov	Online - IN House

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